**Hazard**: Something that has the potential to cause harm.

**Severity**: The degree of harm which the uncontrolled hazard has the potential to cause.

**Likelihood**: The probability that the hazard potential will be realised, taking into account any risk control measures.

**Risk**: Risk expresses the likelihood that the harm from a particular hazard is realised, taking into account severity.

Risk Rating Chart

|  |  |  |  |
| --- | --- | --- | --- |
| Risk | A (Death/Major Injury) | B (Over 3-day Injury) | C (Minor Injury) |
| 1 (Extremely likely to occur) |  |  |  |
| 2 (Frequent or likely to occur) |  |  |  |
| 3 (Slight chance of occurring) |  |  |  |

Unacceptable must receive immediate attention to remove/reduce risk or stop work activity

Urgent must receive attention as soon as possible to remove/reduce hazard or risk

Must receive attention to remove/reduce hazard or risk

Low Priority – remove/reduce hazard or risk afterother priorities

Very low priority – remove/reduce hazard or risk after other priorities

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **TOURNAMENT VENUE(S)** | | | | | | |
| CloseCheckmarkDoes the venue have a Health & Safety Policy? | CloseCheckmarkAre all emergency exits easily accessible? | CloseCheckmarkDoes the venue have public liability insurance? | CloseCheckmarkIs there a venue specific risk assessment? | Location of Telephone? | Location of First Aid Kit? | Location of Accident Book? |
| Describe the emergency evacuation procedures for the venue: | | | | | | |
| **Potential Hazards Identified** | **People, Groups at Risk/Exposed** | **Risk Control Measures** | **Mitigation of Risk** | **Action by whom?** | **Action by when?** | **Risk Rating** |
| Busy Car Park | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | Ensure car parking steward on duty during busy periods. | All persons to remain vigilant. | Tournament Venue  Event Staff |  |  |
| Blocked Emergency Exits | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | Regular venue inspections.  Establish and promote luggage store. | All persons to remain vigilant. | Tournament Venue  Event Staff |  |  |
| Overcrowded, cluttered corridors and public areas | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | Regular venue inspections.  Establish and promote luggage store.  Promotion of good housekeeping and respect for tournament venue. | All persons to remain vigilant. | Tournament Venue  Event Staff |  |  |
| Court seating area (including showcourt) – condition of seating, access, overcrowding, incline, blockage of stairwells | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | Regular venue inspections.  Supervision during busy periods.  Use of safety signage and safety announcements.  No glass permitted in areas. | All persons to remain vigilant. | Tournament Venue  Event Staff |  |  |
| On-court accidents – trips, falls, collisions etc | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | Regular court inspections.  Use of qualified referees.  Promotion of court etiquette.  First Aiders.  Mandatory eye protection for all junior players | All persons to remain vigilant. | Tournament Venue  Event Staff  Players  Coaches  Referees |  |  |
| Medical Emergencies | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | First Aiders.  Availability of emergency contact details and procedures  Availability of defibrillator and trained operator | All persons to remain vigilant. | Tournament Venue  Event Staff  Players  Coaches  Referees |  |  |
| Vulnerability of young people and adults | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | DBS enhanced disclosures for all appropriate/relevant personnel.  Regular changing room inspections.  Use of photography pass system. | All persons to remain vigilant. | Tournament Venue  Event Staff |  |  |
| Loose cables/wires/fixtures and fittings | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | Pre event/regular venue inspections.  All event equipment installed and secured correctly. | All persons to remain vigilant. | Tournament Venue  Event Staff |  |  |
| Theft of Personal Property | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | Promote good housekeeping.  Ensure valuables are stored safely if possible and keep jewellery, cameras and mobile phones hidden. | All persons to remain vigilant regarding personal security, including pickpockets in busy areas. | All |  |  |
| Venue Fire | Player(s)  Coach(es)  Manager  Support Staff  Members of the Public | Effective venue maintenance programme.  Promote good housekeeping.  Regular venue inspections. | All persons to remain vigilant. | Tournament Venue  Event Staff |  |  |