



Annual Risk Assessment Form

To calculate **Risk Rating (R)**: assess the **Likelihood (L)** of an accident occurring against the most likely **Severity (S)** the accident might have, taking into account the control measures already in place. **L x S = R**

Club & Society Name: Leeds University Union Netball Club

Likelihood (L)	X
Severity (S)	

Category: Indoor Sports

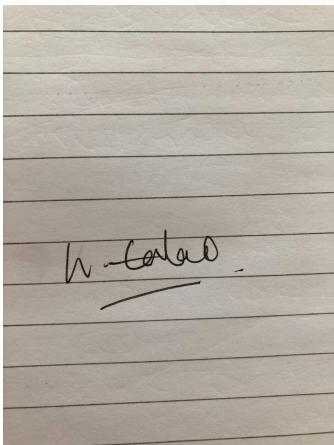
Unlikely	1	Minor harm caused
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Group Description: We are one of the top performance clubs at the University of Leeds. We have six teams which compete in local and national BUCS leagues, alongside our full development squad having their first BUCS team this season, and the continuation of us running the Social Netball opportunity. LUUNC training squads train multiple times a week at The Edge and Gryphon facilities. We play weekly BUCS matches, which are followed by huge socials every Wednesday - we train hard so that we can party harder!

Possible	2	Moderate harm caused
Certain	3	Major harm caused

Completed by (name and committee position): Kathryn Ealand (Club Captain)

Club & Society Signature:



Low (Acceptable) = 1 - 2	Moderate (Tolerable) = 3 - 6	High (Intolerable) = 7 - 9
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(Staff Only) Checked by: BS 24.08.2022

(Staff Only) Final Sign Off:

What are the significant, foreseeable hazards? (the dangers that can cause harm)	Who is at risk and how?	Control measures (Already in place)	Risk Rating			Additional control measures needed (Staff ONLY)
			L	S	R	

Training and Games

<p>Acute general injuries:</p> <p>Injury through tripping, slipping, falling, colliding, landing or physical activity in general</p>	<p>All players, coaches, officials, and spectators</p>	<p>Ensure that the court and surrounding area is safe for match play / training</p> <p>Ensure all members are wearing appropriate sport attire and shoes</p> <p>Ensure a full warm-up and cool down are completed by those partaking</p> <p>Ensure fully qualified coaches and officials are involved in the club's activities and games</p> <p>Ensure coaches, players and officials are all operating at the correct level</p> <p>Ensure all jewellery is removed before any activities take place</p> <p>Ensure appropriate first aid and a trained first aider are present for activities and known</p> <p>Ensure spectators are a safe 2m away from game play</p> <p>Ensure anyone behaving inappropriately is asked to stop / removed and disciplined appropriately</p>	2	2	4	
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<p>Playing surface / equipment may cause injury or health risk</p>	<p>Players, coaches or officials</p>	<p>Ensure the courts are clear, dry and clean before partaking in activities</p> <p>Ensure courts and sidelines are clear of bags / belongings before training or games</p> <p>If surfaces aren't safe communicate this to the Edge / Gryphon / facilities staff</p> <p>Ensure everyone wears appropriate footwear</p> <p>Ensure equipment is packed away correctly and safely and no one moves more than they are able - contact staff if you need assistance</p>	<p>2</p>	<p>2</p>	<p>4</p>	
<p>Contact, unsafe play or overcrowding can cause dangerous play or injury</p>	<p>Players and coaches and officials</p>	<p>Ensure that the netball contact rules are understood and followed by members</p> <p>Ensure officials are qualified for the level of play and can handle dangerous play</p> <p>Ensure venues capacities are followed</p> <p>Anyone playing / acting inappropriately will be asked to stop / leave and disciplined appropriately</p>	<p>1</p>	<p>2</p>	<p>2</p>	
<p>An emergency occurs during a society event e.g. fire</p>	<p>Players, coaches, officials and spectators</p>	<p>Ensure committee and captains are aware of emergency procedures and meeting points</p>	<p>1</p>	<p>3</p>	<p>3</p>	

		<p>Ensure venues are safe before reentry</p> <p>Ensure safety procedures are communicated to the wider club before the season begins, with a handbook available</p> <p>Call the emergency services if appropriate</p>				
Returning home from evening training	Issues of young female members being vulnerable going home in the dark	<p>Encourage those who have driven to offer those walking lifts</p> <p>Encourage members to travel home in pairs / groups</p> <p>Discourage walking alone at night</p>	2	3	6	
Aggression between members can cause intentional or unintentional reckless / dangerous behaviour	Players	<p>Acceptable conduct and the code of conduct will be shared with all members of the club at the start of the year</p> <p>Ensure that issues of aggression are communicated to coaches and key committee members</p> <p>Ensure aggression is dealt with in a calm manner to avoid escalation</p> <p>In severe incidences aggression is reported to LUU and the disciplinary process is undertaken</p>	1	3	3	

Medical conditions / pre-existing injuries of members could increase the likelihood of	Players	<p>Encourage players to report any conditions to the captain / welfare officer, team captains and coaches before any activity is undertaken so appropriate decisions can be made</p> <p>Keep a confidential log of players</p>	2	3	6	
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injury		<p>reported issues</p> <p>Have an open door policy and confidentiality agreement with captain and welfare officer for reporting these conditions</p> <p>First aid always available at activities members are aware they are responsible for personal first aid e.g. inhaler</p>				
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External games and tournaments

<p>Unfamiliar environment may pose an extra risk of injury</p> <p>Potential for larger spectator crowds</p>	<p>Players, officials and the public</p>	<p>Create and share an away game safety procedure document and share with members</p> <p>Ensure other team are aware and inform us of safety procedures and exits</p> <p>Report any incidences to LUU or emergency services if appropriate</p> <p>Report any issues with the venue to the hosts / venue managers</p> <p>Store any belongings in lockers / courtside</p> <p>Ensure players and officials are aware of spectators and they are a safe distance from the activity</p>	2	2	4	
<p>Separation causes increased risk of harm</p>	<p>Members could get lost in an unknown place</p> <p>Or come to harm being stuck in an unknown place</p>	<p>Members of committee to be the last to leave a venue to ensure everyone is in attendance</p> <p>Have a list of attendance and contacts with the captains</p> <p>Ensure travel is booked through the uni in advance and maintain good</p>	1	2	2	

		<p>relations with travel companies</p> <p>Arrange a meet-up point incase of separation, post timeline of events and locations to members, organisers to advise location of this if applicable</p> <p>Regular head counts undertaken by committee / captains</p>				
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Car injury / accident	Society members involved in a collision	<p>Drivers must have completed a LUU authorised driver form and be approved by LUU. (providing DVLA licence details, if using own vehicle providing MOT, insurance and breakdown cover details) and follow LUU guidance on reporting/logging the accidents/incidents.</p> <p>Members must respect the driver and not distract them or behave inappropriately.</p> <p>Knowing when to report to emergency services- immediately contact 999 if any major accidents or injuries occur.</p> <p>Ensure car has had safety precheck and has first aid kit, blanket, food and water</p> <p>Committee and driver have record of passengers attending and emergency contact details</p> <p>Driver adhere to UK road legislation</p>	1	3	3	
Longer domestic trips / international residential	Members and anyone participating in the trip	Ensure all members are given a clear code of conduct for staying away any one not upholding this will be sent home / disciplined upon return	1	3	3	

present more risk of injury, illness and theft		<p>Report issues of trespassing or theft to hotel/ accomodation security</p> <p>Lock doors at night</p> <p>If needed report incidences to LUU or emergency services</p>				

Socials and events

Separation from the group	All participants mbers	<p>Ensure everyone knows the timeline of events</p> <p>Ensure social secs, welfare, team captains and captains number is saved in everyones phone</p> <p>Pre-arrange meet up point for members</p> <p>Ensure members know the route plan</p> <p>When travelling as a group one committee member at the front of the group and one at the back</p>	1	3	3	
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<p>Drugs and alcohol consumption (excessive or otherwise) can increase the health risk to individuals and others, especially if intoxication leads to aggression</p>	<p>All participants including the public</p>	<p>Zero drug policy (excluding tobacco and alcohol) at society socials, if drugs are found on a member / being used committee have the right to turn them away from a social / event</p> <p>If people are excessively intoxicated they are taken home by a committee member</p> <p>Committee should aim for multiple members to be sufficiently sober for the duration of each event Alcohol can be cut off to members if supplied by the club at events</p> <p>Report issues to venue staff</p>	<p>2</p>	<p>3</p>	<p>6</p>	
<p>Strobe light / excessive noise</p>	<p>All participants</p>	<p>Committee awareness of epilepsy among club members</p> <p>Ensure that we find out that whether strobe lighting will be used at events prior to attending</p> <p>Check in with members throughout events to check how they are feeling</p> <p>If members have issues / conditions related to hearing check in with them at events</p> <p>Aim to keep music / noise at an appropriate level</p>	<p>1</p>	<p>3</p>	<p>3</p>	
<p>Drink spiking / abuse (verbal, physical, sexual or otherwise) / additional risks from the public</p>	<p>All participants (particularly as an all female identifying club)</p>	<p>Buy our own drinks, watch when they are being poured, be aware of the club's surroundings</p> <p>Don't take unattended drinks</p> <p>If a society member is unwell they are</p>	<p>2</p>	<p>3</p>	<p>6</p>	

		<p>taken home by another club member</p> <p>Report issues to event staff (i.e. bouncers)</p> <p>Know when to report to emergency services - 999</p> <p>Ensure members travel as a large group and stick to social circles, and ensure no one goes home alone</p> <p>Ensure members are aware of the clubs code of standards, uphold this and avoid confrontation, and don't engage with members of the public that appear threatening or dangerous</p> <p>Ensure a support network between members, captain and welfare sec if a member comes to harm at a social</p>				
<p>Injury through slips trips and falls in private homes or public venues</p>	<p>All participants</p>	<p>Social secretaries and social hosts to be responsible for general good housekeeping</p> <p>Spaces should be cleared of any obstructions and spillages cleaned up immediately</p> <p>All areas to be well lit including stairs</p> <p>Any injuries occurring to be treated/ dealt with immediately</p>	<p>1</p>	<p>2</p>	<p>2</p>	