

Risk Assessment Form



Session:	Andover Badminton Academy 4:00pm – 7:00pm	Date Completed/reviewed:	12 th January 2022
Venue:	Andover Leisure Centre	Completed by:	Richard Peters

Category	What is the Hazard?	Who might be harmed?	Action Taken	Risk	Actioned by
Site Specific Hazards	Slippery courts Badminton equipment Protruding fire alarm panels Access	Players Players and coaches	<ul style="list-style-type: none"> ✓ Ensure courts are swept free of dust and obstacles. ✓ Coaches to supervise the setting up and taking down of courts ✓ Only coaches are permitted in the storage cupboards ✓ Ensure quality of wooden benches if being used to stow bags etc. ✓ Coaches to check quality of grips and rackets before any new players start ✓ Ensure somewhere to dry off footwear when arriving to avoid moisture being brought onto courts ✓ Safe access to toilet facilities ✓ Have contact with site team phone in the event of an emergency evacuation. ✓ Coaches to be familiar with the fire evacuation procedures 	M	Site manager, and centre staff Richard Peters
Activity Specific Hazards	Injuries during play		<ul style="list-style-type: none"> ✓ Ensure participants are eligible to participate – age, ability etc relevant to the session ✓ Ensure participants are medically fit to participate, enquire in sensitive and confidential manner ✓ Recognised Coaching methods used ✓ Adequate Warm Up and Cool Down ✓ Participants Wearing Suitable Clothing and Footwear 	L	Head coach and assistant coaches

	Safeguarding of children and vulnerable adults		<ul style="list-style-type: none"> ✓ Access to Qualified First Aider, First Aid Kit and Telephone ✓ Players to supply their own water bottles ✓ Coaches to ensure the safe behaviour of players and challenge any inappropriate behaviour. ✓ All coaches to hold current and valid DBS clearance and validated by WBA. ✓ All coaches to be subject to regular (2-yearly) safeguarding training. ✓ At least one coach must be qualified to level 2 with additional coaches holding level 1 minimum ✓ Parents to notify WBA of any medical issues at the point of registration and to be updated accordingly – coaches' registers to easily identify 'at risk' individuals (diabetics, asthmatics, hypermobility etc.) 	L	
Covid-19	Transmission of virus from coach to players, players to players or players to coach.	Coaching staff, players and parents	<ul style="list-style-type: none"> ✓ Coach to complete Covid-19 Awareness Training (CIMSPA) ✓ Hand sanitiser to be provided and used regularly throughout the session (provided by WBA) ✓ Temperature checks to be taken upon arrival ✓ Keep to groups of 6 when and where possible to minimise risk or transmission. 	H	Parents and players responsible for staying away if experiencing Covid symptoms
Provision of First Aid	Risk of Covid-19 transmission through poor use of PPE	Players	<ul style="list-style-type: none"> ✓ Qualified first aider in attendance at all times (coach) ✓ Any treatment will be via participate self-management, with the First Aider maintaining social distancing at all times unless contact is deemed absolutely necessary based a significant risk to the athlete of being left to self-manage ✓ Patient to be given a face mask to wear during treatment ✓ If contact is necessary, the First Aider will ensure they wear adequate PPE equipment as per Government Guidelines ✓ Covid-19 Officer to complete the Accident & Incident Report Form ✓ Patient not to handle/touch the Report Form ✓ PPE will be provided for the First Aider ✓ Follow the guidance issued by The Resuscitation Council UK on CPR delivery 	M	First aider and coaches