

The British American Football Association acknowledges the importance of risk assessment in terms of its overall management of health and safety and the need for clubs which fall under its auspices to acknowledge this too.

BAFA therefore recommends that all clubs make arrangements to ensure that risk assessments are carried out throughout the range of the club's training and game day activities and wider activities. In particular, the risk assessment process will:-

- a) Identify hazards
- b) Determine who might be harmed and how, for example coaches and players, volunteers, parents and fans, or staff.
- c) Determine the likelihood of harm occurring
- d) Identify appropriate measures necessary to control or eliminate the risk
- e) Record findings
- f) Arrange for monitoring and review

Examples of where Risk Assessments may be carried out include (but are not limited to):

- a) Ahead of training sessions
- b) Ahead of game day (home venue)
- c) Ahead of game day (travelling)
- d) Ahead of wider club activities i.e. leaflet distribution / fundraising activities

On the following pages are examples of generic Risk Assessment documents. They are intended to be able to be used in a range of circumstances.

In creating this document BAFA recognises that the contact version of our sport there is a dependence upon equipment which automatically has an impact upon the risk. In order to minimise the risk associated here there is an onus upon team management, coaches and players to ensure that equipment is used, stored and maintained appropriately. The Welfare tab on www.bafa.org.uk provides guidance upon this element of risk for teams to follow.

Where reference is made to leadership numbers it is important to note that BAFA recommends that clubs review the suggested ratio for education (as considered by one of the principle Unions - ATL) in terms of young people per adult in activity settings, be it training and game day or club social activities. <http://www.atl.org.uk/health-and-safety/off-site-trips/supervision-trips.asp>

SAMPLE RISK ASSESSMENT

Any areas that score 3 or over indicate an identified hazard

Score 1-5	Group	Leadership	Equipment	Transport	First Aid <i>*see below</i>	Weather	Venue	Activity
1	Group at appropriate competency at and above level of activity	A high ratio of qualified coaches to players A high ratio of suitable leaders (CRB) to attendees (esp. children)	No equipment or protective clothing required	Activity on site or local, no transport requirements for participants	First Aid available. Access to emergency support. Persons qualified at appropriate level (Game Day – Requirements met)	Change in weather will have no adverse effect on the group	Where facilities (indoors and out) are well maintained, exceed requirements and facility staff have briefed management on policies / protocol	No strenuous activity i.e. club meal
2	Highly experienced participants undertaking activity at a high level of performance. Participants are aware of risks involved and trained to deal with foreseeable problems		Minimal equipment or protective clothing required to undertake activity. Required for comfort or peace of mind.	Use of hired coach or public transport	First Aid not available. Access to emergency support. Persons qualified at appropriate level	Change in weather will have minimal effect on activity		Light physical activity with no contact
3	Group with appropriate competency to attempt level of activity with suitable leadership, but not necessarily practical experience	A ratio of coaches to players which meets recommended levels A ratio of suitable leaders to attendees (esp. children)	Some equipment or protective clothing required by participants. No training required for use, equipment failure may cause minor injury	Local or regional movement or participants or large/heavy items using self driven vehicles	First Aid available. Access to Emergency support. No, or insufficient persons qualified at appropriate level	Change in weather could cause problems if the group is not adequately prepared with training or equipment	Where facilities meet requirements for practice / game day / activity and staff, policies and procedures are available	Moderate physical activity with medium body contact
4	Group with some competency in activity. Some awareness of risks involved.		Complex, delicate or extensive equipment or protective clothing required for some or all of participants. Training on use of equipment required. Some reliance on equipment where failure may cause some injury.	National movement of participants Using self drive vehicles or including overnight stay	First Aid not available. No access to Emergency support. Persons qualified at appropriate level OR First Aid not available Access to Emergency support. No, or insufficient persons qualified at appropriate level	Change in weather could rapidly lead to serious problems if the group is not adequately experienced or equipped	Where modifications to facilities / activity have to be made to accommodate the activity.	Moderate physical activity with high body contact
5	Absolute Novices with no or little experience of the activity at any level	No experienced coaches / teachers No suitably qualified leaders	Complex, delicate or extensive equipment and/or protective clothing required for all participants. Extensive training on use of equipment required. Direct reliance on equipment, failure is likely to cause serious injury	Transportation of heavy or large items and many people, use of minibuses and trailers or traveling abroad	First Aid not available. Persons not qualified at appropriate level. With or without access to Emergency support	Change in weather could have very serious repercussions for the group	Where facilities (indoors and out) are poorly maintained, compromise requirements and facility management are absent leaving no policies and procedures	Strenuous physical activity with high contact

SAMPLE HAZARD CONTROL ASSESSMENT

Please complete the following table in respect of each hazard you have encountered.

HAZARD	RISK IDENTIFIED	WHO AFFECTED	CURRENT HAZARD CONTROL	FURTHER ACTION	RESPONSIBILITY

Please refer to:

- 1) Your club / institution code of conduct
- 2) Your equipment log
- 3) Manufacturer guidance on equipment
- 4) BAFA Rules and Regulations
- 5) The 'Clubs' section on the BAFA website
- 6) The 'Welfare' section on the BAFA website

*** Types of First Aid**

First Aid – Where a third party is qualified in first aid at an appropriate level, but not a member of an emergency service or your club eg. Instructor
 Access to Emergency Support – Where trained professionals would be able to be called to an incident within 45 minutes of an incident eg. Ambulance
 Game Day Standard – where the Rules and Regulations of the Governing Body are met.