

Hurstpierpoint Gymnastics Club

Risk Assessment Policy

Hurstpierpoint Gymnastics Club has a Risk Assessment Policy which is reviewed annually. The policy is to establish what risks there are for those attending the Club.

The policy is to evaluate these risks and establish :-

- what is the nature of the risk,
- who they relate to,
- how severe they are,
- who is responsible for them,
- what measures can be taken to reduce or eliminate the risk,
- what is the residual risk.

The Club recognises that some risks are the responsibility of the coaches, some are the responsibility of the Hurstpierpoint Village Centre charity (The parish council are its sole trustees.), some are the responsibility of the gymnasts parents and carers and some are the responsibility of the children themselves.

Having established what risks there are, the Club will either carry out amelioration them itself, or notify their concerns to the relevant other group within a reasonable time frame.

These risks are monitored through the Club's Health & Safety Policy.

Revised January 2025

Review date January 2027

Appendix

Under 'Body responsible' :-

Children refers to any child who could be reasonably expected to comprehend the risk and any instruction to eliminate or lessen it,

Coaches refers to any coach or assistant working with the Club,

Parents refers to any parent, guardian or carer of a gymnast,

Village Centre refers to Hurstpierpoint Village Centre, acting as a charity with Hurstpierpoint & Sayers Common Parish Council as sole trustee.

The level of risk has been calculated on a matrix which combines the likelihood of an event occurring with the probable severity of any outcome.

Date: January 2025		Review date: January 20278				
Assessed by: Andrew Hair & Wendy Drew						
Location: Hurstpierpoint Village Centre, Trinity Road, Hurstpierpoint BN6 9QT and occasional outside displays						
No	Hazard	Those at risk	Existing risk	Body responsible	Preventative & protective measures	Residual risk
1	Falling on exterior steps	All users	Medium	Village Centre	Keep steps clear of obstructions	Low
2	Trapping fingers or limbs in entrance and interior doors	All users	Medium	Village Centre	Install finger-guards to all doors	Low
3	Falling down narrow depth stairs to hall	All users	Medium	Village Centre & coaches	Close doors and use ramp entry	Low
4	Tripping hazard from clothing on floor.	All users	Medium	Parents & children	Ensure clothing is within designated hoops	Low
5	Falling from climbing entry ramp cupboards	All users	Medium	Parents & children	Repeat verbal warnings to children & parents	Low
6	Injury from items in kitchen	All users	Medium	Village Centre, parents & children	Utilise childproof catch to restrict entry	Low
7	Collision in hall with other children running	Children & coaches	Low	Children & coaches	Always move in same direction as flow in warm-up	Low
8	Injury from children's own and other children's loose clothing	Children & coaches	Medium	Parents, children & coaches	Restrict clothing to leotards	Low
9	Injury from piercings & jewellery	Children & coaches	Medium	Parents & children	Remove all earrings and jewellery. Tape over piercings newer than six weeks. Cover special items e.g. wedding rings	Low

10	Stress & strain of muscles when cold	Children & coaches	Low	Village Centre & coaches	Maintain room temperature at 20c. Carry out cardio warm-up before stretching	Low
11	Tripping on floor mats	Children & coaches	Low	Children & coaches	Ensure Mat area being worked on is laid evenly	Low
12	Tripping on vault run up and landing from vault	Children	Medium	Children & coaches	Site run-up at side of hall to prevent cross-overs. Mat landing area.	Low
13	Falls from new agilities taught' e.g. handstands, tumbles, rolls etc	Children & coaches	Medium	Children & coaches	Teach progressions first, mat area for practice. Supervise support coaches.	Low
14	Falling from and out of Sports Acrobatic balances	Children & coaches	Medium	Children & coaches	Teach techniques for holding and exit of balances. Supervise support coaches.	Low
15	Injury from other gymnasts attempting agilities	Children & coaches	Low	Children & coaches	Supervise safe distances while practising, particularly when starting rows	Low
16	Injury from other gymnast's unacceptable behaviour	Children & coaches	Low	Children & coaches	Ensure Club discipline prevents dangerous or threatening behaviour	Low
17	Injury from equipment used. e.g. Ribbon wands, beam etc	Children & coaches	Medium	Children & coaches	Ensure adequate space when using equipment to prevent collisions & injuries. Supervise support coaches.	Low
18	Injury in moving equipment groups etc	Children & coaches	Low	Children & coaches	Ensure Club discipline controls safe movement	Low
19	Infection after injury e.g. nose-bleed	Children & coaches	Low	Children & coaches	Have available First Aid kit, suitable tissues, wipes, gloves First Aider on site	Low
20	Contamination in dealing with injury etc, particularly blood & body fluids	Coaches	Low	Coaches	Have available disposable gloves and dispose cleaning materials appropriately	Low

21	Danger of strangers in building	Children & coaches	High	Village Centre, parents & coaches	Supervise children going to the toilets during session. Keep hall door open to eye-check any entering the toilets. Encourage children to use Ladies & Gents and adults to use disabled toilet Supervise exit from classes	Medium
22	Falling hazards, particularly in store-room	Children & coaches	Low	Children & coaches	Ensure equipment stored safely, shelves secure etc	Low
22	Fire in building	All users	High	Village Centre	The Centre management carries out fire checks to all equipment, exits, fire extinguishers etc. The Centre carries out electrical wiring checks.	Low
23	Evacuation from fire in building	All users	High	Village Centre & coaches	6 monthly evacuation practice or instruction on evacuation routine	Low
24	Risk to children from media recording of activities	Children	Medium	Parents & coaches	Restrict parent recording to presentations to prevent unauthorised imaging	Low
25	Accidents caused by distraction from parents etc viewing	Children & coaches	Medium	Parents & coaches	Prevent viewing except for new children for limited period	Low
26	Distraction from mobile phones used during sessions	Children & coaches	Medium	Parents, coaches and children	Adhere to policy requiring only emergency phone available	Low
27	Strain and falling when moving equipment	Children & coaches	Low	Coaches & children	Ensure children and coaches are capable of any lifting etc requested	Low
28	Risk of child coming to harm in leaving without supervision	Children	High	Coaches parents & children	Supervise exit of children to ensure they have adult or approved collection. Check senior children are collected from outside at end of last sessions of day	Medium

29	Risk to dependants of coaches not being in mobile contact in the case of emergency	Coaches dependants	Low	Coaches	Maintain emergency mobile phone at Centre. Inform all coaches of number	Low
30	Risk of theft of valuables from coaches & children	Coaches & children	Low	Parents, children & coaches	All valuables of children & coaches – money, phones etc to be kept in hall	Low