

HOME GALA RISK ASSESSMENT - LUDLOW SWIMMING CLUB



DATE RISK ASSESSMENT CARRIED OUT: 03/02/2014

HAZARD OBSERVED	WHO MAY BE HARMED ?	RISK RATING BEFORE CONTROLS CONSEQUENCE X LIKELIHOOD=	CONTROL MEASURES	RISK RATING AFTER CONTROLS CONSEQUENCE X LIKELIHOOD =	CONTROL MEASURES BY: INITIAL
ENTRY & EXIT • Spectators entering pool before admission stewards are in place. Injuries due to falls caused by overcrowding through entrance or in spectator area. Increase in exit time in emergency.	• Spectators	MEDIUM	Club volunteer organiser appoints entrance and admission (table) stewards at least a week before the gala. Checks they are in-situ controlling flow of spectators into venue and then viewing area, Promoter aware of venue Pool Safety Operating Procedure and Emergency Action Plan. Team administrator to know in advance of Ludlow S.C. galas to ensure spectator numbers do not exceed venue's stated maximum.	LOW	S.M
ENTRY & EXIT • Swimmers entering pool area before officials and lifeguards are in-situ. • Swimmers may enter or fall into water unsupervised. Risk of drowning for weak/novice swimmers	• Swimmers	MEDIUM	Club volunteer organiser and Ludlow S.C. Team Manager ensures that all necessary officials & end of lane stewards have been arranged. Checks done that these are in place, together with lifeguards supplied by Teme Leisure, before swimmers enter the poolside area.	LOW	S.M
ENTRY & EXIT • Wet Swimmers Entering Spectator area barefooted. Spectator area surfaces may be or become slippery - swimmer or spectators fall.	• Swimmers • Spectators	MEDIUM	All swimmers instructed to report to poolside stewards before leaving poolside. Swimmers instructed to wear suitable footwear & to dry off before leaving poolside.	LOW	S.M
ENTRY & EXIT • Under 18 swimmers leaving venue early - Risk of abduction or injury.	• Swimmers	MEDIUM	Poolside stewards advise swimmers not to leave building before collection by parents-In line with ASA Child Protection Policy. Reference to Club Parents Code of Conduct	LOW	S.M
POOL / VENUE HAZARDS • Fire exits are obstructed delaying evacuation in an emergency/fire	• Swimmers • Club Officials/ Volunteers • Spectators	HIGH	Laminated copy of ASA 'announcer's swimming official's prompt card is kept in gala box on recording table. Referee or designated person checks fire exits are clear inside and out. Announcer's Safety announcement before competition commences alerts everyone to number and location of fire exits. Club EAP links into facility EAP-process as for training sessions.	MEDIUM / LOW	S.M
POOL / VENUE HAZARDS • Pool steps / Access Winch left in and swimmers catch themselves on steps / mechanism	• Swimmers	MEDIUM / LOW	Ensure all steps and access winches have been removed before warm-up commences by Teme Leisure staff.	LOW	S.M
POOL / VENUE HAZARDS • No backstroke flags in place. Backstroke swimmers hitting head or hands hard on wall at turns or finishes.	• Swimmers	MEDIUM	Ensure both sets of backstroke flags are put in place at correct distance (5m) from ends of pool by Teme Leisure staff and remain in place for the duration of the Gala.	LOW	S.M

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N.B The aim of a risk assessment is to provide general information on the type of hazards the swimmers as well as others who may be involved are exposed to. IF FOLLOWING IMPLEMENTATION OF ALL CONTROL MEASURES THE RISK RATING IS STILL SUBSTANTIAL OR ABOVE, FURTHER ASSESSMENT & CONTROL MEASURES SHOULD BE CONSIDERED.
To be reviewed every 12 Months or earlier if required.

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POOL / VENUE HAZARDS • Starting blocks-unstable or too high-causing over-deep dive – hitting head/hands on pool floor	• Swimmers	MEDIUM	Club officials to ensure each block checked for stability and compliance with ASA regulations before warm-up commences. Maximum height block 750mm above water surface.	LOW	S.M
POOL / VENUE HAZARDS • Slack Lane Ropes – swimmers catching arms on hard plastic anti- wave lane ropes	• Swimmers	MEDIUM	Club official to ensure that all ropes are correctly tensioned by Teme Leisure staff	LOW	S.M
POOL / VENUE HAZARDS • Incorrect location of recording table, & starting equipment. Obstruction, & electrical leads can cause people to trip up Electrocutation.	• Swimmers • Club Officials/ Volunteers	HIGH / MEDIUM	Club official to check that recording table is positioned safely and does not obstruct poolside access. Ensure that all cables are secured and covered. All equipment tested before competition commences. All electrical equipment should meet safety standards.	MEDIUM	S.M
PEOPLE / ORGANISATIONAL HAZARDS • No safety announcements before warm-up • Lack of awareness of water depths-swimmers may hit head diving in.	• Swimmers • Spectators	MEDIUM	Announcer appointed before gala reads safety announcements before warm-up-including pool depths and reminders of swimmer competitive start competence.	LOW	S.M
PEOPLE / ORGANISATIONAL HAZARDS • Unsupervised warm-ups can lead to poor lane organisation and result in collision or diving injury.	• Swimmers	MEDIUM	Warm-up lanes allocated to each Club. Announcer gives clear instructions if swimmers need to be split into different warm-up sessions by age and / or sex. Stewards in place to instruct swimmers of lane direction. Referee can instruct Time keepers to assume this role.	LOW	S.M
PEOPLE / ORGANISATIONAL HAZARDS • Diving during warm-ups & competition - Risk of hitting head or hands on pool floor.	• Swimmers	MEDIUM	Warm-up / Diving at designated time at end of each warm-up session. Clear instructions from announcer with designated 'sprint lanes' & times. Strict supervision in place for each lane ensuring uni-directional. Club keeps competitive start award records. Swimmers 'start' appropriate to level of competence.	LOW	S.M
PEOPLE / ORGANISATIONAL HAZARDS • Jewellery-on swimmers can snag injuring themselves or other swimmers. Glass bottles can break	• Swimmers • Club Officials/ Volunteers	MEDIUM	Poolside stewards ensure swimmers not wearing jewellery and have not brought drinks in glass bottles. If found glass bottles removed from poolside and swimmer advised plastic only in future.	LOW	S.M
First aid Provision	• Swimmers. • Coaches. • Club Officials/ Volunteers • Spectators	LOW	<ul style="list-style-type: none"> • Adequate levels of trained first aiders on site. • A fully stocked first aid kit is easily accessible. • Face shields should be available on request from staff for resuscitation. • Communication network in place (Phone for emergency services) 	LOW	S.M