

Activity	Location Lodge Park Astro	Date
Venue Specific Information	Parking is at the sports centre. Entry to the playing area is through sports centre reception, not the school.	

ISSUES	SATISFACTORY/ SAFE/LOW RISK (injury unlikely or only minor)	NOT SATISFACTORY/ UNSAFE/ SIGNIFICANT RISK (injury probable if not resolved)	WHO AFFECTED?	CONTROL REMEDIES PROPOSED
A. PEOPLE: 1. Player/ team managers: <ol style="list-style-type: none"> Are there any times when group sizes or teacher/student ratios make a situation unsafe? Are students supervised at all times? Are there any times when additional supervision is required but not provided? Are there any times when students are not supervised that give cause for concern? Are there any control/discipline/behaviour problems by any student/group with any adult teaching them that causes safety concerns? Is clothing appropriate for each activity? Is the policy to remove jewellery and other personal effects applied consistently? Is safety equipment/personal protection available and used where needed – e.g. shin pads? Is movement to the playing areas safe and orderly? Are first-aid equipment, procedures and responsibilities known by staff and (where appropriate) students? 	<ol style="list-style-type: none"> Low Risk Satisfactory Low Risk Low Risk Low risk Satisfactory Low risk Satisfactory 			<ol style="list-style-type: none"> Schools to provide suitable player/ staff ratios. Teachers/ Team managers in charge are responsible for pupils staying on the Astro turf. Event staff to remind school staff that a member of staff is to chaperone pupils to the changing facilities if needed. School Games Code of conduct sent out at the start of the invitation process. Details of kit sent out in pre event correspondence. Teachers to ensure pupils are suitably dressed. In line with NCC and ESFA Guidelines all jewellery must be removed. Event staff/ referees and school staff to monitor. Event staff insists shin pads must be worn. If a child plays without the school know they are breaking competition rules and will be asked to stop playing. Access to the playing area is maintained in accordance with host facilities policy. Players/ Spectators instructed to use the pathway up to the playing area and made aware of poor lighting on the exit to the facility. All schools informed to bring a basic first aider with the team to the event, where this is not possible the first aid providers will be member of staff from the event team.
B. PEOPLE: 2. Referee's <ol style="list-style-type: none"> Do referees adequately supervise matches at all times? Are first-aid equipment, procedures and responsibilities known by staff and (where appropriate) students? Are emergency evacuation procedures known? 	<ol style="list-style-type: none"> Safe Satisfactory Safe 			<ol style="list-style-type: none"> Young Leaders from LP will oversee the matches. These Young Leaders will have received training in advance to ensure they are safe and skilled to fulfil the role. Where YL's are not possible teachers from the schools attending will referee. YL's will have been on a FA Junior Referee's course in preparation.
C. PEOPLE 3. Spectators <ol style="list-style-type: none"> Watching of matches Code of conduct Is movement to the playing areas safe and orderly? Is access to each facility safely managed? Are first-aid equipment, procedures and responsibilities known by staff and (where appropriate) students? Are emergency evacuation procedures known? 	<ol style="list-style-type: none"> Safe Safe Satisfactory Safe Safe 			<ol style="list-style-type: none"> Spectators are to only watch matches from behind the outside lines. They are not allowed to come into the middle lines between pitches one/two and two/three. Schools made aware of parents code of conduct set out by event organisers. Any parent there is representing that school. Parents/ Supporters will be the responsibility of the school to ensure behaviour is maintained. Where this is not possible event staff will take control. Access to the playing area is maintained in accordance with host facilities policy. Spectators instructed to use the pathway up to the playing area on arrival. Members of the event team will be first aid trained and a clear first aid point will be available. For emergency first aid, dial 999 and member of event staff or host school to

				<p>go to main reception and wait for emergency aid.</p> <p>5. All event staff to know these details from host school and pass on where appropriate.</p>
<p>D. Equipment: 1. Playing Equipment</p> <p>1. Is equipment used only for the purpose it was designed and in good condition?</p>	<p>1. Safe</p>			<p>1. All equipment will be suitable for the age, size, strength, ability and experience of the teams involved and in line with nationally recognised guidelines.</p> <p>2. Potentially hazardous equipment (e.g. hard balls) will be stored in a safe place where pupils cannot access them.</p> <p>3. Goals posts will conform to current BS EN requirements be kept in good condition and regularly pained.</p> <p>4. Free standing posts will be secured when in use and in storage.</p>
<p>D. Equipment: 2. Additional Equipment</p> <p>1. Are there any other equipment-related safety concerns that require attention? (List them here):</p> <p>1. Additional Goals</p> <p>2. Score tables</p>	<p>1. Safe</p>			<p>1. Additional Goals will be pushed back at least 2 metres from the pitch edges in line with host schools policies.</p> <p>2. Score table will be pushed back at least 2 metres from the pitch edges. No object will be left on the floor around the table to avoid trips.</p>
<p>E. ORGANISATION: 1. Teams/ Referees:</p> <p>1. Are fixture lists always known/ checked?</p> <p>2. Non Playing teams</p> <p>3. Briefings</p>	<p>1. Safe</p> <p>2. Safe</p> <p>3. Safe</p>			<p>1. Event staff to provide a fixture list and assign pitches.</p> <p>2. Where a team is not playing, they will be asked to stand on the side of the pitches away from the goals.</p> <p>3. Event staff to hold a briefing with staff before the competition starts. Briefing to include RA policies and format of the competition.</p>
<p>F. ORGANISATION: 1. Spectators:</p> <p>1. Spectators viewing area</p>	<p>1. Satisfactory</p>			<p>1. Event staff to inform parents of recommended viewing areas. Side of pitches for end pitches and away from the goals for pitch 2. Event staff to continually remind spectators. No parents allowed on middle lines on pitch 2.</p>
<p>G. Facilities:</p> <p>1. Changing facilities</p> <p>2. Toilets</p> <p>3. Fire and Evacuation Procedures.</p> <p>4. Lighting.</p>	<p>1. Satisfactory</p> <p>2. Satisfactory</p> <p>3. Safe</p> <p>4. Satisfactory</p>			<p>1. Changing Facilities are available for all players. Members of staff from respective schools will be in charge of the changing of clothes for all of their athletes. Event staff recommendation made beforehand that arriving in sportswear is more suitable than on site changing.</p> <p>2. Toilet Facilities are available for all on site. Members of staff from respective schools will be in charge of transferring children to the toilet.</p> <p>3. Evacuation point is the AstroTurf so all event staff/ players/ referees/ school staff and spectators to congregate on this facility.</p> <p>4. As lighting is poor on the way up to the astroturf all in attendance will be asked to take care leaving the facility.</p>