

<b>Activity</b>	<b>Golf</b>	<b>Location</b>	<b>Priors Hall Golf Club</b>	<b>Date</b>	
<b>Venue Specific Information</b>	<b>Parking is at the front of the club house. Toilets and refreshments are available in the club house. .</b>				

<b>ISSUES</b>	<b>SATISFACTORY/ SAFE/LOW RISK (injury unlikely or only minor)</b>	<b>NOT SATISFACTORY/ UNSAFE/ SIGNIFICANT RISK (injury probable if not resolved)</b>	<b>WHO AFFECTED?</b>	<b>CONTROL REMEDIES PROPOSED</b>
<b>A. PEOPLE: 1. Player/ team managers:</b> 1. Are there any times when group sizes or teacher/student ratios make a situation unsafe? 2. 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? 3. Are there any control/discipline/behaviour problems by any student/group with any adult teaching them that causes safety concerns? 4. Is clothing appropriate for each activity? 5. Is the policy to remove jewellery and other personal effects applied consistently? 6. Is safety equipment/personal protection available and used where needed – e.g. shin pads? 7. Is movement to the playing areas safe and orderly? 8. Are first-aid equipment, procedures and responsibilities known by staff and (where appropriate) students?	1. Low Risk 2. Satisfactory 3. Low Risk 4. Low Risk 5. Low risk 6. Satisfactory 7. Low risk 8. Satisfactory			1. Schools to provide suitable player/ staff ratios. 2. Teachers/ Team managers in charge are responsible for pupils staying on the area assigned. Event staff to remind school staff that a member of staff is to chaperone pupils to the changing facilities if needed. 3. School Games Code of conduct sent out at the start of the invitation process. 4. Details of kit sent out in pre event correspondence. Teachers to ensure pupils are suitably dressed. 5. In line with NCC Guidelines all jewellery must be removed. Event staff/ referees and school staff to monitor. 6. Safe club swing space will be ensured at all activity stations. Unsafe behaviour will be reprimanded in the first instance with a time out, and in the second instance with removal from competition. 7. 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 potential for slipping on grass surfaces and lack of lighting on the exit to the facility. 8. 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>B. PEOPLE: 2. Referee's</b> 1. Do referees adequately supervise matches at all times? 2. Are first-aid equipment, procedures and responsibilities known by staff and (where appropriate) students? 3. Are emergency evacuation procedures known?	1. Safe 2. Satisfactory 3. Safe			1. Team managers/coaches/teachers will oversee each event station 2. Each school provides own first aid staff and equipment. 3. Emergency procedures will be given during teacher briefing prior to event starting
<b>C. PEOPLE 3. Spectators</b> 1. Watching of matches 2. Code of conduct 3. Is movement to the playing areas safe and orderly? Is access to each facility safely managed? 4. Are first-aid equipment, procedures and responsibilities known by staff and (where appropriate) students? 5. Are emergency evacuation procedures known?	1. Safe 2. Safe 3. Satisfactory 4. Safe 5. Safe			1. Spectators to observe from the edge of the playing area furthest from the main golf course 2. 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 go to main reception and wait for emergency aid. 3. All event staff to know these details from host school and pass on where appropriate.
<b>D. Equipment: 1. Playing Equipment</b> 1. Is equipment used only for the purpose it was designed and in good condition?	1. Safe			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. 2. Potentially hazardous equipment (e.g. hard balls) will be stored in a safe place where pupils cannot access them.

<p><b>D. Equipment:</b>    <b>2. Additional Equipment</b> 1. Are there any other equipment-related safety concerns that require attention? (List them here):     1. Additional Goals     2. Score tables</p>	<p>1. Safe</p>			
<p><b>E. ORGANISATION:</b>    <b>1. Teams/ Referees:</b> 1. Are fixture lists always known/ checked? 2. Non Playing teams 3. Briefings</p>	<p>1. Safe 2. Safe 3. Safe</p>			<p>1. Event staff to provide a fixture list and activities 2. Where a team is not playing, they will be asked to stand in the rest area 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><b>F. ORGANISATION:</b>    <b>1. Spectators:</b> 1. Spectators viewing area</p>	<p>1. Satisfactory</p>			<p>1. Spectators are to observe the competition from the viewing area on the far side of the playing area, away from the main course</p>
<p><b>G. Facilities:</b> 1. Changing facilities 2. Toilets 3. Fire and Evacuation Procedures. 4. Lighting.</p>	<p>1. Satisfactory 2. Satisfactory 3. Safe 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. 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. 3. Evacuation point is the AstroTurf so all event staff/ players/ referees/ school staff and spectators to congregate on this facility. 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>

**Participants, school staff and spectators are to be aware that the playing area is adjacent to a public golf course. Members of the public will be using the course during the schools competition, though they will not have access to areas used by the schools. There is a small, satisfactory risk that golf balls may enter the playing area accidentally. It is advised that staff and pupils listen for the warning call of 'fore', which players will use to advise of any risk of a ball unexpectedly entering the playing area.**