

Assessment Team / Document Control

Activity: Track and Field Athletics
 Location / address: Normally at Bolton Arena, West Way + other site-specific venues
 Approved by: Rick Cordwell
 Approved date: 2021 / 09
 Review date: 2023 / 09

Who might be harmed? (Yes / No)

Members / participants: Yes
 Coaches / volunteers: Yes
 Visitor/s: Yes
 Members of the public: Yes

RA Ref: RA02 v1.2

If a review or changes are made to the content of this risk assessment, the amended assessment must be forwarded for inclusion website

Generic supportive controls:

CAAT AGM and [Constitution](#) governs and outlining clubs objectives, roles, responsibilities, equal opportunities, child / adult protection and sub committees.

CAAT [Code of Conduct](#) covers principles for vulnerable child / adults, [coaches](#), parents, Members and juniors to ensure respect, integrity, standards, inclusivity and diversity.

CAAT [Committee](#) reviews, meetings and AGM ensures appropriate compliance and governance of club including risk assessments.

CAAT Coach meetings help continuous development of suitable training plans and safe training sessions leading to successful participation of sporting events. Development of training plans and specific training sessions or event instructions by lead coaches

CAAT [MOJO club membership](#) governs attendees and emergency contacts at training session, incidents or injury shall be reported using [accident reporting form](#).

CAAT Website contains membership, training and competition information and is governed by privacy [terms and conditions](#) and [privacy policy](#)

CAAT Safeguarding is overseen by a safeguarding officer and [key contacts](#), all coaches are [DBS certificated](#) and volunteers either self-certify or have [appropriate level DBS](#).

CAAT has approved [risk assessments](#) (RA) for training and events. Site Specific Risk Assessment (SSRA) covering training venues and a COVID RA covering infection/ hygiene. These shall be referenced in collaboration with other relevant controls measures and instructions to form CAAT's Emergency Action Plan (EAP) and safety arrangements.

CAAT operates within [Public Health England](#), [UKA](#), [EA](#), [BTF](#) and [TE](#) guideline to ensure there is a healthy and safe pathway to training and racing.

CAAT coach to carry club provided first aid kits to all training. First aider coverage reviewed periodically, first aid contents reviewed after use and annually for expiry dates.

Training sessions and events should be planned, assessed, with suitable control measures in place and have effective communication to all relevant parties to reduce bacteria and virus transmission risks

Responsible Person (RP) = member or member parent, guardian, or other person helping with travel arrangements of member / supporting a session or event.

Other supportive Information or drawings

Lead Coach Responsible -	Overall Risk Rating:	Low	Medium <input checked="" type="checkbox"/>	High <input type="checkbox"/>
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Significant Hazards	Who might be harmed and how	Existing Control Measures	Risk Rating	Additional Action Required and By Who
Risk of illness, infection / disease	Member parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	<ul style="list-style-type: none"> Follow Risk Assessment COVID Secure guidance and instruction for updated information including personal hygiene, venues, use of equipment, inadequate instruction, poor supervision, other Members, travel to venues, first aid provisions, equipment use and cleaning. Coach to Member ratio's set by governing bodies Public Health England, UKA, EA. Each coach can train 12 people at one time in a club/running group setting, multiple coaching/training groups can be run if the requisite number of coaches/leaders are present. Note coach to athlete number ratio may be lower for Revert to governing body guidance on coach to member ratio when appropriate for health controls measures like non-COVID secure venues or activities. 	Med	
Slips, trips and falls including inclement weather	Member, coach, volunteer, may be injured if they slip, trip or fall during the session	<ul style="list-style-type: none"> Where possible check training area prior to session for debris, obstacles and the ground condition are suitable to run on Complete a quick check on footwear before commencement of session. Check the track and training areas, removing hazards Ensure that shot put stop board is not damaged Ensure that stop board is firm and stable. Hammer, discus and shot circles to be cleared of debris and drain holes cleared. Long jump boards to be checked for fit & adjusted. Sand pits are to be filled & raked level. Apply dynamic risk assessment for changing conditions, with the possibility of ceasing activity. 	Low	
Injury on landing in long / triple jump	Member, coach, volunteer, may be injured by objects	<ul style="list-style-type: none"> Sand in jump pits should be turned over and not compacted, ensuring it is free of any foreign bodies. Rakes should be left well outside the pit, preferably with the tines pointing down. Check take off boards are stable and level. Coach to check pit before commencement of any activity. 	Med	
Other users of training area	Member, parent, coach, volunteer, member of public injured by collision or being hit by object	<ul style="list-style-type: none"> Follow site specific risk assessment guidance Coaches to liaise with each other at the venue to agree usage of the facility Undertake a dynamic risk assessment, if the area is unsuitable for use, then revert to another suitable running area Provide clear instruction of where to run and safe routines Member provided instruction regarding track safety guidance to help prevent collision with others Avoid conflict and unnecessary risk of any contact. 	Low	

Significant Hazards	Who might be harmed and how	Existing Control Measures	Risk Rating	Additional Action Required and By Who
		<ul style="list-style-type: none"> Give club members advanced warning of change of training area via approved comms channel for group like message groups, email or social media page. 		
Impact injury from throwing implements	Member, coach, volunteer, other athletes, or members of public may be injured by thrown objects	<ul style="list-style-type: none"> This guidance covers all throwing implements like javelin, discus, hammer and shot-like objects. Only appropriately qualified coaches to lead long throw sessions with non-adapted equipment Review there is a clear marked section of the field for training Advise other facility users when long throws are being performed. Check hammer cage is suitably maintained, and gates are in the correct position. The coach will perform a safety brief all athletes at the beginning of every session. Object must never be thrown if there is a risk of injury/damage to the athlete or any other person, animal or object. Metallic javelin and discus can only be thrown in dedicated athletic track and field locations where the general public is not allowed, or access is rigorously controlled. Plastic, rubber and foam javelin and discus, or shot can be thrown in public areas where access is controlled with visible, cones, stakes and barrier tape. Only one athlete may throw at a time and only when the coach confirms the throw can commence. Equipment must be retrieved only when the coach confirms. Athletes must walk and not run with equipment unless in the process of throwing it. Equipment is returned by carrying only. Throwing objects must be held safely and securely at all times as advised by the coach. Anyone not throwing must stand in an area identified by the coach; that is well away from the athlete throwing. 	Med	
Injury from poorly storage, incorrect handling or use of equipment	Member, coach, volunteer injured by defective equipment or incorrect handling, impact or entrapment from storage arrangements	<ul style="list-style-type: none"> Equipment should be stored correctly to prevent equipment damage Access to storage restricted and supervised when appropriate. Coach and Athlete aware of correct handling of equipment Equipment checked at suitable periods and before use. Suitable maintenance of equipment undertaken including moving parts, mechanical securing components, main body integrity, grips 	Low	

Significant Hazards	Who might be harmed and how	Existing Control Measures	Risk Rating	Additional Action Required and By Who
Incorrect positioning of blocks, or worn/poorly maintained blocks	Member, injured by defective equipment	<ul style="list-style-type: none"> If used ensure starting blocks are firmly secured onto the track or other area. Stadium blocks should be inspected by a coach before use. 	Low	
Collision with hurdles	Member, injured by defective equipment	<ul style="list-style-type: none"> Hurdles shall be used in the correct direction and in the appropriate manner. Where competition hurdles are used the mechanisms for fixing the hurdles (a) at the required height (b) and for positioning the counterbalance weight, should be lubricated and well maintained. Damaged hurdles must be replaced. They must be set at a height appropriate to the age and ability of the athletes. Coach to inspect hurdles before use and ensure they are jump only in the correct direction. 	Med	
Fall from high jump stands	Member, injured by defective equipment or fall from height	<ul style="list-style-type: none"> Ensure that stands are very firmly secured. Bases must be stable and joined onto the upright. Crossbar supports should face each other and must be easily adjusted with lubricated clamping screws. Ensure that if an elastic bar is used, it is not placed at too high a height for the members ability and is sufficiently flexible. 	Low	
Horseplay	Member, coach or volunteer being injured by physical or mental interaction	<ul style="list-style-type: none"> All members act within code of conduct Coach to remind Member of conduct during session and where appropriate the member RP Coach to report any safeguarding issues to CAAT officer 	Low	
Unsupervised member prior to during and after sessions	Member, injuries related to ineffective safeguarding	<ul style="list-style-type: none"> Member to have suitable supervision prior to, where necessary during (at agreed safe location) and afterwards by members RP Coach to release member to members RP where appropriate Secure safely training equipment to prevent injuries during session. 	Low	
Poor lighting conditions	Member, injuries from slip trip, fall or collision	<ul style="list-style-type: none"> Request supplementary lighting to be turned on if light conditions are poor. Suspend session or event if conditions are deemed unsafe 	Low	
Lack of or incorrect medication	Member, deterioration of health from lack of medication,	<ul style="list-style-type: none"> Member with known medical requirements should be registered on the MOJO and the coach be aware of the member requirements. Member should raise any issues with the training instructions with the coach is there is any concern before, during or after 	Low	

Significant Hazards	Who might be harmed and how	Existing Control Measures	Risk Rating	Additional Action Required and By Who
	incorrect administration	<ul style="list-style-type: none"> Member to carry own provisions and be able to self-medicate if required during session 		
		<ul style="list-style-type: none"> 		

Risk Rating Tool to be used with Risk Assessment template

Key:

Risk level: (L) Low; (M) Medium; (H) High

		Severity		
		Slight L	Medium M	Major H
Likelihood	Seldom L	L	L	M
	Occasionally M	L	M	H
	Frequently H	M	H	H