

Leisure & Community/Physical Education

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Hazard/ Activity	Persons at Risk	Risk	Control measures in use	Residual risk rating H / M / L	Further Action Required	
					YES	NO
Fitness Room			All hirers will be required to complete the lettings agreement documentation prior to use of the facilities			
Running Machine	Students Customer	Falling off the running machine	<ul style="list-style-type: none"> Students should not go above 10km/hr. beginners should start off slower than this. Students should be told not to step onto or off a moving treadmill. 	MED		✓
Fixed weight machines	Students Customer	Trapping fingers in the fixed weights machines	<ul style="list-style-type: none"> Make students aware of the correct procedures for putting more weights on the machine. Students should adjust their own weights and not have other people do it for them. 	LOW		✓
Spinning bikes pedals	Students Customer	Pedals	<ul style="list-style-type: none"> Students should be made aware of the brakes on the bikes and should be told not to take their feet out of the pedals until the pedals have fully stopped. 	LOW		✓
Rowing machine	Students Customer	Students getting fingers and clothing caught in the seat mechanism	<ul style="list-style-type: none"> Tuck in t-shirts so they do not get caught in the wheel. Do not put hands underneath the seat when using the machine 	LOW		✓
Free weights	Students Customer	Students tripping over them	<ul style="list-style-type: none"> All free weights should be stacked neatly and the floor should be completely free from equipment 	LOW		✓
Punch bag	Students Customer	Students hurting wrists, knuckles	<ul style="list-style-type: none"> Students should be wearing boxing gloves when using the punch bag and should be taught to punch in straight line. 	LOW		✓
Mats	Students	Students slipping on mats	<ul style="list-style-type: none"> Mats should be stored neatly in a pile when not in use. 	LOW		✓

Lower School Gym	Customer					
Trampoline	Students Staff Customer	Trampoline falling on someone	<ul style="list-style-type: none"> Only staff who have had appropriate training and have confidence in putting up/down a trampoline should attempt it. Students should only be used to help, if they have adequate strength and have been instructed correctly. 	LOW		✓
Trampoline	Students Customer	Pupil falling off the trampoline	<ul style="list-style-type: none"> Students should be instructed to stop bouncing should they deviate outside the red rectangle on the bed. Students should be instructed to stop bouncing in the middle of the trampoline before attempting to move to the edge to get off. Students should be shown how to get off the trampoline i.e. Sit and slide. The end decks should always be in use. Use stairs to get down from trampoline 	LOW		✓
Padded cover of trampoline	Students Customer	Students trapping their hands in the springs under the blue cover	<ul style="list-style-type: none"> Students should be instructed to keep hands on top of the blue cover and the dangers pointed out to them. 	LOW		✓
Students/Customer on trampoline	Students Customer	Students getting their toes stuck in the straps of the trampoline	<ul style="list-style-type: none"> Students should not be allowed on the trampoline without socks on. 	LOW		✓
Students/Customer on trampoline	Students Customer	Students falling awkwardly on the trampoline	<ul style="list-style-type: none"> Students should progress at a rate that they and the instructor are comfortable with. The push in mat should always be used before the students progress to performing on the bed. 	LOW		✓

			<ul style="list-style-type: none"> All instructors should hold a level 1 trampolining qualification. 			
Students/Customer running into the edge of the trampoline.	Students Customer	Students doing gymnastics or aerobics activities.	<ul style="list-style-type: none"> Students working on gymnastics mats should be placed a safe distance away from the trampolines Students in aerobics should always be moving in such a direction that they could not make contact with the trampoline. 	LOW		✓
Students/Customer performing gymnastics	Students Customer	Students slipping on gymnastics mats	<ul style="list-style-type: none"> Students should be in bare feet when performing 	LOW		✓
Students/Customer performing in gymnastics using vaults	Students Customer	Students injuring themselves when performing	<ul style="list-style-type: none"> Students should do appropriate build up exercises on the spring boards Mats should be set around the vault in case the pupil falls off the vault. Students should progress to vaults that both they and the instructor are happy with. 	LOW		✓
Sports Hall						
Tripping on netting on football and hockey posts	Students Customer	Students tripping on netting from hockey and football goal posts	<ul style="list-style-type: none"> Both football and netball goals must be attached to the wall using the Velcro provided. 	LOW		✓
Students/Customer tripping on cricket mats and football goal mats when they are stored	Students Customer	Students tripping and falling over	<ul style="list-style-type: none"> Both sets of mats need to be stored neatly in the corners of the room away from the side-lines and ensure that no part of the mat lies on the court area. 	LOW		✓

at the side of the hall						
Students tripping on the dividing net or the crickets nets when they are not in use.	Students Customer	Students getting caught in the net when playing	<ul style="list-style-type: none"> Both sets of nets should be stored away using the plastic covers attached to the walls. 	LOW		✓
Benches	Students Customer	Students running into benches when playing their games	<ul style="list-style-type: none"> All benches should sit neatly against the wall, a safe distance away from the side-lines of the courts. 	LOW		✓
Football goals falling on players when in use	Students Customer	Goal keepers	<ul style="list-style-type: none"> The football goals should have the weight bar attached at the rear and the nets should be hooked onto the wall using the hook and chain provided 	LOW		✓
Store cupboard door	Students Customer	Students running into the door if left open.	<ul style="list-style-type: none"> Door should be closed at all times when students are playing on the court. 	LOW		✓
Students/Customer falling onto netball base	Students Customer	students	<ul style="list-style-type: none"> Netball posts and bases should either be stored fully assembled in the corner of the room away from the side lines or dismantled and put neatly in the store cupboard. When netball post are in use, face base towards back wall to minimise trip hazard 	LOW		✓
Students/Customer tripping over equipment in the store cupboard	Students Customer	students	<ul style="list-style-type: none"> All equipment should be stored in the correct place away from the floor area. Cupboard doors should be closed and equipment inside them stored to ensure that none of it falls out when opened. 	LOW		✓
Gym						

Benches around the edge of the gym	Students Customer	Students running into them	<ul style="list-style-type: none"> Ensure that playing areas are well explained to the students and that side-lines are a safe distance from the benches. 	LOW		✓
Broken windows	Students Customer	Students cutting themselves on glass that has broken	<ul style="list-style-type: none"> Any breakages should be immediately reported to the caretakers and all students removed from the playing area until deemed safe. 	LOW		✓
Radiators	Students Customer	Students running into the radiators, when playing.	<ul style="list-style-type: none"> Ensure that playing areas are well explained to the students and that side-lines are a safe distance from the radiators 	LOW		✓
Store cupboard door	Students Customer	The door being left open and students running into the door when playing games	<ul style="list-style-type: none"> Always ensure that door is closed when students are involved in activities 	LOW		✓
Slipping on wet floor	Students Customer	Students or teachers	<ul style="list-style-type: none"> Any spillages should be reported immediately to the caretakers and students should not be allowed to play on the surface until it is completely dry and safe. Wet floor sign should be visible wherever the spillage is 	LOW		✓
Chair/tables in the room	Students Customer	Students running into them when playing	<ul style="list-style-type: none"> All chairs and tables should be removed from the gym before activity commences 	LOW		✓
Exterior areas for P.E.						
Outdoor Physical Education	Students Customer	Physical Injury Health	<ul style="list-style-type: none"> Arrangements are in place for a visual sweep to be undertaken of the play area in order that dangerous items can be collected for safe disposal e.g. broken 			

			<p>glass, dog faeces. (policies in place no animals or glass bottles allowed on school site)</p> <ul style="list-style-type: none"> • The playing surface is even and in good condition e.g. free of loose grit, and relatively level i.e. no hollows or bumps. (3G pitch is regularly maintained by technical surfaces every 3 months). • Reporting procedures are in place when problems have been identified. • If more than one game is being played at the same time, the school ensures there is adequate space between the games. (3G pitch – separation net in place for the 1/3 pitches) • All the equipment is appropriate for the age group concerned (e.g. age, strength and ability of students). • All materials used for marking pitches are non-corrosive and non-toxic. • All activities should be carried out in accordance with the AFPE guidelines 	LOW		✓
Games : hockey, football rugby, basketball netball gaelic football Volleyball	Students Customer	Physical Injury	<ul style="list-style-type: none"> • There is sufficient personal protective equipment. • Footwear and suitable clothing is supplied by the Students/parents/guardians and the school ensures correct type for the activity e.g. tracksuits and long sleeved shirts. • All goalposts/nets must be visually inspected prior to football commencing and removed immediately if a problem has been identified. • Goal posts must be sufficiently assessed prior to moving and handling. 	LOW		✓
striking / fielding (e.g. cricket,	Students Customer	Physical Injury Ball in road	<ul style="list-style-type: none"> • There is sufficient space to avoid the risk of balls being hit onto public footpaths and roads and high fencing erected around the school 			

rounder's, stool ball, softball)			<ul style="list-style-type: none"> • There is sufficient personal protective equipment, footwear and suitable clothing is supplied by the Students/parents/guardians and the school ensures correct type for the activity e.g. tracksuits and long sleeved shirts.) 	LOW		✓
Net/wall and racket games	Students Customer	Physical Injury	<ul style="list-style-type: none"> • Appropriate footwear used at all times • All areas free from obstructions 	LOW		✓
Running	Students Customer	Physical Injury	<ul style="list-style-type: none"> • Where running activities take place off the school site, there are appropriate procedures in place to check that all Students safely complete the course • Staff will be placed around the course site • Appropriate footwear used 	LOW		✓
Equipment						
Equipment	Students Staff	Slips, trips, falls, equipment falling on people	<ul style="list-style-type: none"> • Equipment to be stored safely. • Equipment to be moved from the store by staff. • If Students move equipment it should be under supervision. • If equipment is stored in the gym it should not interfere with activities that are carried out in the gym. • Staff to be competent in supervising the activities carried out in the gym. • All glass to be safety glass or treated with safety film. 	LOW		✓
Hall						
Floor	Students Staff Customer	Slips, trips, falls	<ul style="list-style-type: none"> • All exits to remain clear. • Floors in a good condition. • Chairs to be suitably stacked when not in use or removed to store room. • Area to remain clear for gym sessions to prevent injury. 	LOW		✓

			<ul style="list-style-type: none"> • Fire signs to remain in view when productions take place. 			
Gymnasium						
Defective flooring	Students Staff Others	Slips Trips Falls	<ul style="list-style-type: none"> • Condition of premises regularly checked • Prompt maintenance of defects. • Floors regularly cleaned to reduce slip accidents. 	LOW		✓
Broken glazing	Students Staff Others	Cuts	<ul style="list-style-type: none"> • All glazing in vulnerable areas (>250mm wide and up to waist height in internal walls / partitions and windows, up to shoulder height in doors) either filmed or safety glazing. • Impact resistant toughened glass or glazing protection provided where risk assessment indicates that it is required 	LOW		✓
Sports equipment storage area	Students Staff Others	Injury, dust, fire	<ul style="list-style-type: none"> • Equipment safely stacked • Regular inspection of area • Good housekeeping, area kept clean and tidy 	LOW		✓
Misuse of sports equipment	Students Staff Others	Injury	<ul style="list-style-type: none"> • Adequate supervision by trained authorised staff • Induction for users in correct method of use • Secured against unauthorised access • First aid trained staff to deal with injuries 	LOW		✓
Defective sports equipment	Students Staff Others	Injury	<ul style="list-style-type: none"> • Planned inspection and maintenance routine with testing where appropriate for type of equipment • Defective items removed from area or locked away where possible or marked clearly to indicate they should not be used 	LOW		✓
Competence of instructors	Students Staff Others	Injury	<ul style="list-style-type: none"> • PE staff & sports coaches have a relevant national governing body coaching qualification for the activities identified. (gymnastics, trampolining, swimming, rugby) 	LOW		✓
Trampoline	Students Staff	Injury	<ul style="list-style-type: none"> • Risk assessment carried out 			

	Others		<ul style="list-style-type: none"> • Procedure for positioning, assembling and folding the trampolines • Ceiling a minimum of 5m high. • Trampoline stored to prevent unauthorised access • Trampoline been serviced by a competent contractor in the last 12 months. • Regular visual inspections carried out before use to ensure that springs are not missing, padding is in place, that there are no cracks in the frame and that the stitching on the webbing of the trampoline bed is not damaged. 	LOW		✓
Gymnastics	Students Staff Others	Injury from faulty equipment	<ul style="list-style-type: none"> • All equipment been inspected by a competent contractor in the last 12 months. 	LOW		✓
Resistance training	Students Staff Others	Injury	<ul style="list-style-type: none"> • Induction procedure for new users of the gym. • Equipment regularly inspected, maintained and serviced records available. 	LOW		✓
3G Pitch						
Goals (set up/moving)	Students Staff Others	Injury	<ul style="list-style-type: none"> • Goals to only be moved when the wheels are up • Goals can only be moved with a minimum of 2 people pushing 	MED		✓
Fencing	Students Staff Others	Injury (crush/cuts)	<ul style="list-style-type: none"> • Fencing maintenance completed by Technical services to ensure safety 	LOW		✓
Foreign objects on surface	Students Staff Others	Injury (Cuts)	<ul style="list-style-type: none"> • Inspection of the pitch to be completed before opening of the pitch and when the pitch is closed. 	LOW		✓
Lighting Levels	Students Staff Others	Collisions	<ul style="list-style-type: none"> • Regular inspections and reporting of any issues • If there is a lack of light, pitch will be out of use. 	LOW		✓

Extreme Weather	Students Staff Others	Injury	<ul style="list-style-type: none"> Centre to be closed if there is a severe weather warning. If there are participants they will asked to clear facilities for their own safety. 	LOW		✓
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Assessor Details

Name: Joel Attah	Position; Leisure Facilities Manager
Signature: Joel Attah	Date of Assessment : 05/04/2022

Manager

Name : Pasqualino Senese	Signature: <i>P Senese</i>
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