

**Event name:** WASPS City Athletics Competition

**Event type:** Track & Field

**General description:** Multi-event team competition for athletes in the under 12 age group. Adapted athletics events offered to suit athletes' age and ability.

**Number of attendees:** TBC

**Description of venue/area assessed:** This risk assessment includes the track, field and other areas of the sports facility used during the event.

**Any other relevant info:** Event set-up and clear up will take place on the day with no equipment left onsite overnight.

**Date of assessment:** 06.06.23

**Date of event:** 27.06.23 & 06.07.23

| Category                             | Hazard                                 | Who might be harmed and how?                                                                                                                                                                                                         | What controls are in place?                                                                                                                                                                          | What further controls are required?                                                                                                                                                       | Further actions and timescales          | Responsible person                    |
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| Safe movement of people and vehicles | Vehicle collisions within the car park | Athletes, spectators, event staff, volunteers, officials, members of the public using the car park<br>Vehicle collisions can cause, often severe, injuries to people involved, as well as damage to vehicles, property and equipment | The car park is open to the public: it is only accessible to attendees to the site – no thoroughfare. Speed limit signage is in place in the event car park, as well as a signposted one way system. | The facility owners ensure safety of areas prior to opening each day. Staff from schools to monitor children walking across the car park to the event – see their travel risk assessment. | N/a                                     | Facility operator<br><br>School staff |
| Facility Preparation -               | Collision with implement               | Athletes, officials, volunteers and venue staff                                                                                                                                                                                      | Foam throwing implements will be used in place of full-sized metal                                                                                                                                   | Checking of sectors by officials on arrival.                                                                                                                                              | On arrival at event site Prior to event | Field Referee                         |

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| Throws Equipment & Sectors                       | and/or tripping due to poor condition of ground in throws sector                                   | Risk of injury if hit by implements. Slips and trips leading to strains and sprains.                                                                                                             | implements to reduce the risk of harm should anyone come into contact. Ensure that all non-associated persons are not within or in the vicinity of the safety sectors before throws commence. All athletes will gather behind the throwing area whilst awaiting their turn.                                                                     | Markings at key areas around the outside of the track to ensure that spectators cannot access the competition area nor throwing area. Athletes between throws must remain in a safe area away from the current throw. | start and monitored throughout                                                             | Throw coordinators                                          |
| Facility Preparation - Throws Equipment & Sector | Slipping due to surface wear and tear of throws surface.                                           | Athletes<br>Slips and trips resulting in sprains, bruising and strains.                                                                                                                          | All throws will be performed in throwing area, ensuring that any falls will result in a softer landing. All throws will also be made from a static position (no run ups), reducing the risk of slips and trips.                                                                                                                                 | Maintenance of grass infield by facility operator. Checking of throws area by officials on arrival.                                                                                                                   | Facility Operator<br>Maintenance Plan<br><br>On arrival at event site                      | Facility Operator<br>Field Referee                          |
| Facility Preparation – Long Jump Runways         | Slipping, tripping due to wet, worn or damaged surface.                                            | Athletes, officials<br>Slips and trips resulting in sprains, bruising and strains.                                                                                                               | Examine surface to ensure no worn or damaged or slippery surfaces.                                                                                                                                                                                                                                                                              | Maintenance of surfaces by facility operator. Checking of track surface by officials on arrival.                                                                                                                      | Facility Operator<br>Maintenance Plan<br><br>On arrival at event site                      | Facility Operator<br><br>Field Referee                      |
| Facility Preparation - Long Jump Take off Boards | Injury due to unstable, ill fitting take off/blanking boards. Use of incorrect lifting implements. | Athletes<br>Slips and trips resulting in sprains, bruising and strains. Officials, Volunteers<br>Strains and hand injuries due to lifting ill fitting, tight fitting insert and blanking boards. | Boards will not be used during this event, with athletes taking off from a 1m <sup>2</sup> area instead, marked by tape. Ensure that blanking boards are capable of being adjusted so as to be stable and level with runway. Ensure that board lifting implements are available and suitable for the purpose of lifting the boards if required. | Maintenance of take-off/blanking boards by facility operator. Advance checking of boards by event staff and/or officials. Checking of boards and runway on arrival at event site                                      | Facility Operator<br>Maintenance Plan<br>Advance site visit<br>On arrival at event site    | Facility Operator<br><br>Event Manager<br><br>Field Referee |
| Facility Preparation – Long Jump landing areas   | Injury due to compacted sand and extraneous material. Collision with                               | Athletes<br>Falls, strains, cuts and bruises.                                                                                                                                                    | Edge of sand pits should be of plastic nosing and conform with UK Athletics guidelines. Sandpits raked after each athlete                                                                                                                                                                                                                       | Maintenance of landing areas by facility operator. Check that landing area is free of dangerous extraneous material, dug over and                                                                                     | Facility Operator<br>Maintenance Plan<br><br>On arrival/<br>precompetition<br>During event | Facility Operator<br><br>Field Referee                      |

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|                                     | edge of landing area.              |                                                                                                                                       |                                                                                                                                                                                                      | raked. Ensure that rakes and brushes used for levelling and cleaning are kept away from the landing area and that prongs of rakes face the ground. |                                                                                                    |                                        |
| Facility Preparation – Track Events | Injury from slips, trips and falls | Athletes and officials<br>Strains, sprains, cuts and bruises from slips, trips and falls.                                             | Ensure facility operator is aware of any areas of the track that may lead to slips and trips. Ensure athletes wear adequate footwear.                                                                | Maintenance of track surface by facility operator. Check athletes are wearing appropriate footwear                                                 | Maintenance of track surface by facility operator. Check athletes are wearing appropriate footwear | Facility Operator<br><br>Assembly Lead |
| Competing dangers                   | Slips, trips or falls on the track | Athletes<br>Slips and trips can be serious, leading to cuts, bruises, sprains and strains or even broken bones                        | Ensure facility operator is aware of any areas of the track that may lead to slips and trips.                                                                                                        | Track walk by Track Referee on the day of the event to highlight any areas of concern.                                                             | Track walk carried out prior to the event                                                          | Track Referee                          |
| Competing dangers                   | Bumping, jostling or trips         | Athletes<br>Trips and falls can be serious, leading to cuts, bruises, sprains and strains or even broken bones                        | All sprint event will be run in lanes to avoid any close overtaking. Races will be seeded to ensure that the number of participants is suitable for the number of lanes available. Pre-organisation. | Briefing on start line to remind athletes to take care and stay in their lane.                                                                     | Athlete briefing at the start of each race                                                         | Chief Starter                          |
| Competing dangers                   | Asthma and other medical issues    | Athletes<br>Serious underlying medical issues can have serious consequences and may require immediate attention.                      | Athletes welfare the responsibility of their school staff.                                                                                                                                           | First aiders on duty to aid and support where required. First aid provision to be school responsibility.                                           | Particulars and condition given on WASPS website                                                   | School staff                           |
| Fire                                | Fire in holding area               | Athletes, spectators, event staff, volunteers, officials, members of the public<br>People near a fire could suffer burns and/or smoke | Facility staff on duty will have responsibility for evacuating the building in the event of a fire. Officials and volunteers will be briefed in                                                      | None required – hazards controlled by facility staff and covered by facility fire and evacuation plans.                                            | N/a                                                                                                | N/a                                    |

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|                            |                                                                        | inhalation injuries. Being trapped with a fire can be fatal.                                                                                                                                                                                                                                                                | advance to follow their instructions in the event of an evacuation.                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                               |                                                                                                                                       |               |
| Electricity                | Portable electrical equipment used for timing/results short circuiting | Event staff or volunteers using faulty or unsafe equipment. Electrical equipment can lead to electric shock, resulting in fibrillation or electrical burns. Electrocutation can even be fatal in extreme cases.                                                                                                             | All portable equipment is checked annually by a competent electrician, or as an issue arises. All outdoor equipment shall be protected by a residual current device (RCD) and anti-surge device to protect both users and the equipment in case of a problem.                                                                                                                                                                         | Additional checks to be carried out on the day should weather conditions be wet.                                                                                                                                                                                                                              | Monitored on the day                                                                                                                  | Event Manager |
| Adverse weather conditions | High winds on event day affecting temporary structures (eg. gazebos)   | Athletes, spectators, event staff, volunteers, officials, members of the public<br><br>High winds could affect temporary structures, potentially leading to damage to equipment or injury to those standing nearby.                                                                                                         | The manufacturer's guidance for each of the temporary structures to be used at the event provide maximum safe windspeeds for that piece of equipment. No equipment shall be used if the windspeed on the day exceeds that maximum.                                                                                                                                                                                                    | Wind speeds shall be monitored throughout the day, and equipment taken down if speeds approach the maximum safely allowed.                                                                                                                                                                                    | Monitored on the day                                                                                                                  | Event Manager |
| Adverse weather conditions | Heavy rain on event day                                                | Athletes, spectators, event staff, volunteers, officials, members of the public<br><br>Heavy rain can lead to difficult conditions underfoot or, in extreme cases, flooding. Wet conditions increase the risk of slips and trips, as well as to lapses of concentration or discomfort due to being outdoors in wet weather, | The facility can provide some shelter in case of extreme precipitation (eg. hail). Should parts of the competition area be flooded due to rain in advance of the day, alternative areas may be used for throws; the opposite straight may be used for sprints; and standing long jump may replace long jump. Should rain be forecast, prevent information will remind participants to bring suitable footwear and a change of clothes | Any areas of concern shall be highlighted to athletes and team managers at the beginning of the day and the safest spaces used. If practical and required, the possibility of moving the event indoors will be investigated. If the event cannot be delivered safely due to the extent of the rain, the event | Team briefing at the start of each session.<br><br>Decision to be made as soon as possible in advance based on forecast or on the day | Event Manager |

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|                            |                         | or even the risk of frostbite or hypothermia in serious cases                                                                                                                                                       |                                                                                                                                                                                                                                           | shall be rescheduled or cancelled.                                                                                                                                                                                                                                                                 |                                                                                                     |                                               |
| Adverse weather conditions | Strong sun on event day | Athletes, spectators, event staff, volunteers, officials, members of the public<br>Heat exposure can lead to sunburn, fatigue and dehydration. More severe consequences can include heat stroke or heat exhaustion. | The facility can provide some shelter/shade in case of extreme sun/heat. Should the advance forecast indicate sun and high temperatures, participants will be reminded to dress appropriately and to bring sunscreen and plenty of water. | Time spent outdoors in the sun by officials and athletes will be kept to a minimum. Shade will be provided by a gazebo or umbrellas/parasols at field event sites, and rest periods between events will be ensured. Water will be provided for officials and, where possible, athletes on the day. | Monitored on the day by team managers and chief officials. As soon as need is identified on the day | Track and Field Referees<br><br>Event Manager |