

Lead Coach/ Course Tutor Name:	
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Risk Assessment

To be completed prior to any wheelchair rugby event.

Venue:		Event:		Date:	
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NB: You will need to refer to the Risk Assessment when you deliver a coaching session, whether it is an observed assessed session or a linked session at your own venue/coaching facility. Risk Levels and problem likelihood are either High (H) Medium (M) or Low (L). Risk assessments **must** be checked and signed by a senior person.

Hazard/Issue	Risk Level	Problem Likelihood	Control Measures and Mitigation	Additional Notes	Checked Signed
A. Parking: <ul style="list-style-type: none"> • Sufficient parking • Pedestrian routes highlighted • Non-hazardous surface for venue transfer • Sufficient room for kit transfer 	L	L	<ul style="list-style-type: none"> • Disabled spaces located to front of building. • Level paved areas for pedestrians with suitable lowered kerbs for WCU transitioning, ramped access to entrance. • Sufficient Space 		

<p>B. Facility:</p> <ul style="list-style-type: none"> ● Appropriate access for user group ● Fire exits highlighted and fully accessible ● Spectator access highlighted with viewing areas ● Security considerations ● Sufficient changing area/space – male/female, wheelchair access, floor and surrounding area safe. ● Shower facilities appropriate – male/female, wheelchair access/wet- room, temp control. ● Toilet facilities adequate – proximity, accessible and number sufficient for those at the event ● Areas between activity and changing/toilets hazard free ● Sufficient space for movement and circulation 	<p>L L L L L L L L</p>	<p>L L L L L L L L</p>	<ul style="list-style-type: none"> ● Facility has been checked and suitable for Wheelchair users. ● Fire exits are clearly marked and easily accessible. ● There is no spectator area for viewing the court so any attendees will be briefed staying off the court during sessions if required to be court-side. ● Changing rooms are suitably adapted for disabled use as are the toilet facilities and showers, all facilities are also sufficient in number. ● Areas of transit are clear of obstructions and any cleaning being conducted is clearly marked with warning placards. Sufficient space. 		
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C. Playing Space/Surface: <ul style="list-style-type: none"> ● Appropriate playing surface with clear markings and boundaries ● Sufficient run-off around the court (approx. 1mtr min.) ● No projections interfering with run- offs ● Sufficient height and lighting for activity ● Venue specific equipment fit for use – score boards, nets, goal posts etc. ● Playing equipment is safe for use (rugby chairs are safe and checked) ● Sufficient space/storage for kit/non- sporting 	L L L L N/A L L	L L L L N/A L L	<ul style="list-style-type: none"> ● Facility has been assessed as suitable for WR activities. ● Floor area should be clean, dry and free of any obstacles. Participant's bags should be left well clear of the playing area, side-lines and run-off. Equipment should also be kept clear of any coned playing area. ● All coaching equipment is to be stored in a central location clear of the playing area, on completion of each drill/game the coaching team will clear the equipment ready for the next activity. ● Serviceability checks for all equipment, especially rugby chairs will be conducted prior to session, all balls will also be set at the correct PSI. 		
D. Spectators: <ul style="list-style-type: none"> ● Marked area for spectators ● Spectators aware of restrictions ● Need for spectator control? 	N/A L L	N/A L L	<ul style="list-style-type: none"> ● There is no spectator area for viewing the court so any attendees will be briefed staying off the court during practical delivery, if required to be courtside. 		
E. Emergency Procedures: <ul style="list-style-type: none"> ● First-aid arrangements made and communicated ● First-aid equipment located and fit for use ● Qualified first-aider identified and in the vicinity 	L L L	L L L	<ul style="list-style-type: none"> ● Lead Coach, support staff and students must be aware of emergency procedures for the facility in which the activity is to take place, this will be relayed and confirmed to participants during the opening safety brief prior to the session starting. ● Both coaches and participants will also be made aware of the nominated qualified First Aider and the location of the First Aid Kit. ● The Nominated First Aider will conduct a check for serviceability of the First Aid Kit prior to the session starting ensuring any disposable items that have been used have since been replenished. 		

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F. Staffing: <ul style="list-style-type: none"> • Supervisory roles, ratios and responsibilities communicated • Staff clearly identified • Staff appropriately qualified • Recognised coaching methods used (in absence of NGB sanctioned qualification) 	L L L L	L L L L	<ul style="list-style-type: none"> • Lead Coach and any additional support staff will be briefed prior to the session and all those assisting will be identified to the participants in the opening brief. • All those staff assisting including the Lead Coach must be qualified in accordance with GBWR requirements. 		
G. Participants: <ul style="list-style-type: none"> • Rugby chairs meet safety standards • Safety briefing given before any active session for inexperienced players • New participants assessed against support needs • Appropriate insurance in place • Participants matched by groups/teams – any consideration for youth participation addressed • Safeguarding addressed appropriately – including use of photography/filming • Participants are accounted for – registers etc taken • Individual support needs considered and addressed where necessary • Any insurance obligations met 	L L L L L L L L L L	L L L L L L L L L L	<ul style="list-style-type: none"> • Lead coach must check the following: <ul style="list-style-type: none"> • The Castors and Castor Forks are moving freely. • The wheels are not rubbing. • Nothing appears loose on chairs. • Footplates are secure. • All upholstery is secure and not ripped. • A visual inspection that there are no weld cracks or broken parts. • Each chair has a lap and foot strap that are serviceable. • All registers are taken beforehand and that safeguarding is followed as per GBWR guidelines. • Support need will be considered by all staff. • Lead Coach confirms that activities are covered under public liability and/or the facilities insurance. 		

Additional Information: This is a live document and subject to change in line with latest Welsh Government Covid 19 guidelines

Coach signature:

Date: