



THE SPORTS PARTNERSHIP

ANNUAL CLUB RISK ASSESSMENT

Name of Person completing this risk assessment	<u>John Wilson</u>
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<u>Hazards and how they may cause harm</u>	<u>Who may be at Risk?</u>	<u>What existing Control Measures are currently in place</u>	<u>Current Risk Level</u> (VL,L,M,H,VH)	<u>Where current risk is M, H or VH, what additional Control Measures are required?</u>	<u>What action is required by whom & by when?</u>	<u>Final Risk Level</u>
<p>Group awareness of risks</p> <p>Every year a significant number of absolute beginners join the club. Upon joining they are usually unaware of the specific risks involved in fencing.</p>	<p>Novices and those training with them</p>	<p>All beginners are made aware by the coach of related risks and potential hazards at their first session and are reminded of these at certain instances. All fencers are informed by the coach of correct and safe procedures for handling and using equipment.</p> <p>All kit is locked in Westwood Games Hall between session and only accessible to the exec</p>	<p>L</p>	<p>No further control measures required.</p>	<p>Exec need to ensure they and any coaching staff are all aware of the existing control measures in order to work together to enforce them before resumption of training</p>	<p>VL</p>



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<p style="text-align: center;">Equipment</p> <p>Fencing requires specialist protective equipment. The incorrect use or failure of this equipment leaves fencers vulnerable to significant injury. All kit must conform to current British Fencing guidelines; where such regulations are not adhered to, the risk is increased and BF insurance is voided.</p>	<p style="text-align: center;">Active club members</p>	<p>As previously mentioned, all fencers new to the club will be informed of safety requirements, as well as the need for and use of protective equipment requirements.</p> <p>The quantity and quality of club equipment will be assessed at least once a term by the club armourer while taking an inventory.</p> <p>Any instances of equipment failure are made known to the club President or the Equipment Officer. The items will then be logged and removed from use until they are repaired, otherwise they shall be safely discarded.</p>	<p style="text-align: center;">M</p>	<p>Club members shall also be informed by the Equipment Officer (or other member of the exec if not available) of examples of common defects that may appear over time (e.g. holes in seams of gloves) and how to spot them.</p> <p>A copy of British Fencing's guidelines for safe kit shall be made available to members: displayed in the kit cupboards and/or clearly available online</p>	<p>Exec members (especially Equipment Officer) shall familiarise themselves with the relevant British Fencing guidelines on appropriate protective equipment. Coaches shall be consulted on educational aspects of risk mitigation in this regard. This shall be done before resumption of training</p>	<p style="text-align: center;">L</p>
<p style="text-align: center;">Misuse of equipment</p> <p>The misuse of fencing equipment, in particular weapons, is very dangerous. Not only can this lead to injury at the time, but also increases the wear on equipment which poses its own risk (as previously examined above).</p>	<p style="text-align: center;">Club members, coaching staff, spectators</p>	<p>Club members are made aware by the exec of the proper use of all equipment before they use it.</p>	<p style="text-align: center;">L</p>	<p>The club shall take a zero-tolerance stance on any action undertaken by a member that is deemed to pose a significant danger to themselves or others. Such members will be asked to leave the session immediately and not return.</p>	<p>Exec members shall write up a formal policy as described previously, and ensure all members are made aware of it and that it is published in an easily-accessible fashion.</p>	<p style="text-align: center;">L</p>



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<p>Fast moving fencers</p> <p>Fencing is a fast-paced sport by nature, and on rare occasions momentum or lapse in focus of fencers means they are not confined to the pistes. This represents a risk to themselves should they meet any obstruction (e.g. a wall, tripping hazards etc), as well as to any officials or spectators in the area. This risk is most likely to result in incident at each longitudinal end of the piste due to the one-dimensional nature of the sport, although some limited latitudinal risk remains</p>	<p>Club members, members of opposing teams in competitions, bystanders and coaching staff.</p>	<p>When setting out pistes, all British Fencing safety guidelines shall be followed with regards to dimensions and buffer space (British Fencing Safety guidelines section 4.5.1).</p> <p>The exec shall be responsible for ensuring these guidelines are adhered to.</p>	<p>L</p>	<p>No further control measures required.</p>	<p>Exec members shall ensure they are familiar with the relevant guidelines before resumption of training.</p>	<p>L</p>
<p>Risk of muscular injury</p> <p>As with any sport, but especially fast-paced ones such as fencing, there is a constant risk of muscular injury due to over-exertion or poor form.</p>	<p>All active fencers</p>	<p>All training sessions shall include a warm-up led by the coach, and members shall be periodically reminded of the importance of a sufficient warm-up in both training and competitive situations.</p>	<p>L</p>	<p>No further control measures required.</p>	<p>Coaches shall ensure that they lead a warm-up session whenever they lead a training session, or arrange an alternative to be agreed upon with the exec. Where no coach is present, this responsibility falls to the</p>	<p>L</p>



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<p>First-aid provision</p> <p>Should any accident occur, first aid may be required. As such there should be first aid trained personnel readily available at training sessions</p>	<p>Any active fencer, coach, or onlooker</p>	<p>For training sessions held in the Westwood Games Hall, Warwick Sport personnel will be available for first aid training where necessary.</p> <p>Similarly, at the Xcel Leisure Centre, CVLife will have a first aid trained member of staff available. Both venues have facilities for refilling water bottles</p>	<p>VL</p>	<p>No further control measures required</p>	<p>Exec shall ensure they are familiar with where to find a first aid trained member of staff from the host venue before any training session. Exec shall also ensure members are encouraged to rehydrate during and after sessions.</p>	<p>VL</p>
<p>Sports Hall maintenance</p> <p>Training venues must be maintained, clean and for for purpose, as well as free from any slip or trip hazards</p>	<p>All hall users</p>	<p>For training sessions held in the Westwood Games Hall, Warwick Sport shall ensure the Hall is fit for purpose and cleaned between sessions. At the Xcel Leisure Centre, this responsibility falls to CVLife.</p> <p>Exec members shall ensure any spillages are cleaned immediately before any activity continues in the affected area.</p> <p>Bags shall be placed in a designated area away from areas of activity</p>	<p>VL</p>	<p>No further control measures required</p>	<p>On the occurrence of any spillage, exec members shall ensure any activity in the affected area is halted, and the spillage shall be cleaned before activity resumes.</p> <p>Exec shall also ensure that bags are placed away from areas of activity and do not pose a tripping hazard</p>	<p>VL</p>



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<p>2m social distancing</p> <p>Fencing Activity (sparring/lessons) exposes participants to increased risk due to 2m distancing being at risk</p>	<p>All present at training sessions</p>	<p>This is a new situation, so no control measures previously exist</p>	<p>H</p>	<ul style="list-style-type: none"> • Activity will be restricted to groups of a maximum of 6 people. • Groups will be expected to remain 2m apart and avoid interaction as far as possible. • There will be a maximum of four groups of six in Westwood Games Hall or five groups of six in the Xcel Leisure Centre, which allows social distancing within the space available. • Fencers may rotate within the group, but 2m social distancing will be maintained within this group where at all possible. • Fencing activities (including 1:1 lessons, pairs work and sparring) where it may not be possible at all times to stay 2m apart will be run in accordance with the BF published adaptations and additional measures to reduce risk. • Pistes will be marked out to observe 2m social distancing. • Footwork /warm-up exercises must respect 2m social distancing at all times and will not be performed face-to-face. • No physical contact with other participants (such as shaking hands or high five). 	<p>Exec and coaches to ensure that British Fencing guidelines are checked weekly, and any changes implemented</p>	<p>L</p>
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2m social distancing – continued

- Adapted sparring between two individuals in the group can take place and is limited to 1 x 15 hits or 3 x 5 hits, up to a maximum of the lesser between 10 minutes of fencing time or 15 minutes of elapsed time.
- Coaches will deliver a maximum of 15 minute lessons to individuals within a club session, but cannot give lessons to fencers in different groups within the session
- Corps a corps, deliberate close quarter actions and any actions that breach the 1m distancing are not permitted
- Fleching/running attacks are not permitted
- Face coverings should be worn whilst coaching (excluding lessons, see below) and refereeing. Hand signals should be used where possible in place of verbal signals
- Face coverings can be worn under fencing masks for low intensity training. Participants (fencers and coaches) wearing face coverings should monitor their breathing and heart rate and take regular breaks. If face coverings are not being used, fencing mask liners should be worn. Where face coverings are used, coaches should adapt lessons and training to keep physical intensity levels low with frequent breaks.
- Participants should avoid any shouting/screaming, particularly during 1:1 activities

<p>Test and Trace</p>	<p>All present at training sessions</p>	<p>This is a new situation, so no control measures previously exist</p>	<p>H</p>	<ul style="list-style-type: none"> • Covid officer shall ensure that accurate attendee records are kept, identifying which attendee participated in which session/group which is stored for a minimum of 21 days. This record should include university number, name, and contact details. • For sessions in Westwood Games Hall, Warwick Sport shall also keep a record of attendees to sessions. These attendees will have to book in advance and will have to present their university ID card on arrival. Any hopeful attendees who have not booked onto the session will be turned away. • For sessions in the Xcel Leisure Centre, university ID cards will have to be checked by the exec. • NHS test and trace procedures are understood and permission in place to share contact details and attendee lists in accordance with the NHS procedures. 	<p>Exec and coaches to ensure that British Fencing guidelines are checked weekly, and any changes implemented</p>	<p>L</p>
<p>Personal Hygiene</p>	<p>All present at training sessions</p>	<p>This is a new situation, so no control measures previously exist</p>	<p>H</p>	<ul style="list-style-type: none"> • Facility (either Warwick Sport or CVLife) to provide sanitiser stations at entry and exit. • Where kit is shared, British Fencing decontamination procedures shall be followed 	<p>Exec and coaches to ensure that British Fencing guidelines are checked weekly, and any changes implemented Exec members shall decontaminate kit as required following British Fencing guidelines</p>	<p>L</p>

Risk Assessment matrix

	Severity				
Likelihood	Superficial	Minor	Serious	Major	Extreme
Unlikely	Very low	Very low	Low	Low	Moderate
Possible	Very low	Low	Low	Moderate	High
Likely	Low	Low	Moderate	High	Very high
Very likely	Low	Moderate	High	Very high	Very high
Certain	Moderate	High	Very high	Very high	Very high

Risk Level	
Very low	Acceptable risk - no action required
Low	Tolerable risk - further control measures not required, but status must be monitored
Moderate	Further control measures required to reduce risk as far as is reasonably practical
High	Urgent action required to allow activity to continue
Very high	Risk intolerable - activity must cease until the risk has been reduced



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The **Severity** is how serious the outcome would be if was injured from a hazard.

Superficial	Injuries include bumps, small cuts, abrasions etc.
Minor	Injuries that could result in treatment required off site, and may involve limited time off work less than 7 days
Serious	Injuries that require 7 days or more off work
Major	Injuries include broken limbs, serious head injuries, injuries to eyes that affect sight, asphyxiation etc.
Extreme	Fatality or life changing injuries

The **Likelihood** is how likely a hazard with injure somebody.

Unlikely	Has not happened previously, not expected to happen
Possible	Could occur sometime, but not expected
Likely	Has not happened previously, but expected to happen at some point
Very likely	Has happened before, expected it will happen again.
Certain	Very likely to happen. Not 'if' but 'when'.