



RISK ASSESSMENT ROCHDALE RUFC

Activity Assessed: General Safety (Internal areas)

Assessment Date: 24.11.2017

Reference: RA05

Name of Assessor: RG Fitton CMIOSH

Review Date:

24.11.2018

| Ref No. | Hazard | Persons at Risk and How They Might be Harmed | Controls Currently in Place | Further Controls Recommended | Risk Rating | Action by Whom | Action by Date | Completed Date |
|---------|------------------------------------|--|--|------------------------------|-------------|----------------|----------------|----------------|
| | Slips Trips and Falls (Same Level) | <p>Employees, Volunteers Players and visitors Contractors Children</p> <p>Injury due to slipping or tripping (bruises cuts etc.)</p> | <p>Floors are in good condition, free from defects that may cause persons to trip. Mats on the floor are suitable and are not at risk of causing persons to trip. Changes of level/steps are adequately marked/signed. Spillage procedure in place Wet floor signs available. Standards of housekeeping throughout the Club are satisfactory. Hoses and/or cables have been routed or secured so as not to present slip, trip or fall hazards.</p> | | Low | | | |
| | Electrical | <p>Employees Volunteers Players and visitors Contractors Children</p> <p>Injury due to electrocution , shock, fire</p> | <p>Fixed electrical installation correctly installed by qualified electrician and inspected regularly. All repairs by qualified electrician. All equipment in good condition and good working order (free from defects). All equipment tested and maintained as required (PAT tested) Electrical fuse boxes are adequately marked. Electrical cupboards are kept clear of combustible waste/locked. Where children can play or may be left unsupervised child covers are fitted to wall sockets.</p> | PAT testing required | Low | Safety Advisor | Nov 2015 | Aug 2017 |

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|--|-------------------------|---|--|------------------|-----|--|--|--|
| | Falls on Stairs | Employees, Volunteers Players and visitors Contractors Children Injury due to slipping or tripping (bruises cuts etc.) on stairs | The stairways are well lit. The staircases are maintained free from slipping and tripping hazards. Suitable handrails are fitted to the stairs. All handrails are in good condition. The edges of steps and stairs are clearly marked. No materials or items are stored on stairs. | | Low | | | |
| | Hazardous Substances | Employees Volunteers Contractors Children Injury caused by coming into contact with, swallowing or inhaling harmful substance. | Adequate PPE (gloves /goggles are provided for general cleaning). Any cleaning products marked irritant replaced with milder alternatives. Cleaner trained to use products safely e.g. follow instructions on the label, dilute properly and never transfer to an unmarked container of mix chemicals. Cleaning products stored securely. Only employees and volunteers who have been trained can use cleaning materials. | | Low | | | |
| | Broken Glass | Employees Volunteers Contractors Children Injury from cuts or infection. | All broken glass and crockery cleared as soon as possible Wet floor sign used until area cleared Removal takes place with dustpan and brush only and staff avoid handling the broken items. Glass handling gloves provided. Normal spillage procedure put in place if floor becomes wet or slippery. Broken glass and crockery removed to the designated plastic bins | | Low | | | |
| | Poor Lighting | Employees Volunteers Players and visitors Contractors Children | All areas are adequately lit internally. Lighting is checked periodically. | | Low | | | |
| | Use of Ladders or Steps | Employees Volunteers Players and visitors Contractors Children Injury from falls or being struck by falling objects. | Appropriate commercial stepladder (One rated Trade use EN131) securely stored and available for use. Staff been instructed on safe use of stepladders. System in place for checking stepladder in place. Ladders or steps not left unattended when club is open to customers. | | Low | | | |
| | Fire Safety | Employees Volunteers Players and visitors Disabled/Elderly Contractors Children | The club has carried out a specific fire risk assessment and all employees and volunteers are trained in evacuation. Alarm testing is carried out weekly, emergency lighting is tested on a regular basis and all evacuation routes are suitably signed and kept clear. Controls are in place to deal with evacuation of the elderly and disabled. Further information on carrying out a fire risk assessments | See Separate FRA | Low | | | |

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|--|------------------|--|---|--|-----|--|--|--|
| | | Injury from burns, inhalation of smoke, shock. | is available from https://www.gov.uk/workplace-fire-safety-your-responsibilities/fire-risk-assessments | | | | | |
| | Broken furniture | | Furniture is checked for defects (e.g. broken, unstable) and removed/replaced as required. | | Low | | | |

Risk Rating Key

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|--------|---|
| High | Death or permanent disability likely |
| Medium | Serious but reversible injury or health effect likely |
| Low | Minor injury or health effect likely |

Notes for Assessor

This template is supplied as a generic form. Each club will be unique and have its own specific issues. Where an existing control is identified but is not yet implemented, it should be moved to the 'Further Controls Recommended' and then the 'Action' boxes completed with a timescale. The residual risk level should be reduced to a level which is as 'low as reasonably practicable'. If a control is not included in the 'Controls Currently in Place' but the club has implemented it, then it should be added into that column.

If a control or hazard is not applicable, then it should be deleted from the assessment form. Do not leave hazards or controls on the form that do not apply. This will only confuse people who read the assessment.

The assessment should be revised at least once a year. Additionally, it may need to be revised if the assessment is no longer considered valid (for example if the club has had repair or refurbishment work undertaken) if there has been an accident or if there has been a change to legislation that may apply.

Copies of risk assessments should be kept available in the club and should be read by anyone who needs to read them, this would include any employees, volunteers, contractors for example.