

# SAMPLE RISK ASSESSMENT TEMPLATE

## HEALTH AND SAFETY RISK MANAGEMENT AND ASSESSMENT

Risk Management and assessment is the key to the successful and safe operation of the club. It should be the club's policy to identify hazards on the playing area, the tables, barriers, equipment and the way into and on the way out of the venue. Assess the risk to safety and health and control these risks as far as is reasonably practicable. Due to the nature of the activity, the general level of risk varies from time to time and group to group.

The Club and its officers are advised to **follow the general principles** advised in these risk assessments.

All club officers and participants are encouraged to become involved and to participate in safety, health, and welfare issues by identifying any potential hazards that may exist and to ensure that a risk assessment is carried out.

Ongoing hazard inspections should be carried out at the start of a session or event, by designated officer of the club and/or the coach taking the session, to ensure that the information is updated, controls are adequate, and where necessary the risks are reassessed.

### DEFINITIONS

A “**hazard**” is taken to mean “any substance, article, material or practice which has the potential to cause harm to the safety, health or welfare of staff or clients”. Hazards may be classified as: **Physical / Chemical / Biological / Environmental / Ergonomic / Human Factors**.

“**Risk**” is a measure of the probability of the event occurring and the severity and extent of the injury, ill-health, or damage it may cause if it did happen. The club should operate a “**5 x 5 Risk Matrix**” Scoring System based on the Severity of an accident/incident occurring and the likelihood of such an event happening. The formula is **Severity (S) x Likelihood (L) = Risk Rating**. An Initial Assessment will indicate the “**Initial Risk Rating**” using the formula above. The appropriate Control Measures are deployed to reduce the risk to an acceptable level which is referred to as the “**Residual Risk Rating**”.

## CLUB RISK RATING TABLE

LIKELIHOOD		SEVERITY	
Certain to Occur	5	Fatality / Major Injury / Severe Operational damage	5
Very Likely to Occur	4	Serious Injury / Long Term Illness / Major Operational Impact	4
Possible Chance	3	Lost Time Accident (LTA) > 3 Days	3
Unlikely to Occur	2	Minor Injury (First Aid Treatment – in-house)	2
Extremely Unlikely to occur	1	Minimal Loss to Person/Operation	1

## CLUB RISK ASSESSMENT TABLE

LIKELIHOOD	CONSEQUENCE				
	Minimal Loss (1)	Minor Injury (2)	Lost Time Accident (3)	Serious Injury / LTI / OI – Major (4)	Fatality / Major Injury / OI – Severe (5)
Certain to Occur (5)	5	10	15	20	25
Very Likely to Occur (4)	4	8	12	16	20
Possible Chance (3)	3	6	9	12	15
Unlikely to Occur (2)	2	4	6	8	10
Extremely Unlikely to occur (1)	1	2	3	4	5

# CLUB RISK RATING TABLE

[illegible]