

University of Lincoln Students' Union

Activity Details	
Activity Name	Men's Rugby League
Date Of risk Assessment Completion	9/11/2018
Risk Assessment Review Date	
Ongoing Assessment	
<p>The Risk Assessment process <u>must</u> be 'on-going' and 'dynamic'.</p> <p>In other words, professional judgements and decisions regarding safety will need to be made <u>during</u> the activity. If the control measures aren't sufficient, the activity must not proceed.</p> <p>All personnel involved with the running of the activity must receive very clear guidance and instructions for the management of the activity and be very clear about their own roles and responsibilities for each aspect of the event and carry these out under the guidance given.</p> <p>The whole team must be told that under no circumstances are they to admit liability in case of any accidents; all incidents or questions involving insurance must be referred to Lincolns Students' Union as soon as possible, no later than the working next day.</p>	

Annual Risk Assessment for Activities

What is an Annual Risk Assessment?

An Annual Risk Assessment is a risk assessment done once a year that covers all regular society or sport activity during that year period. It is designed to cover the regular activities that your society or sport undertakes (E.g. Meetings, Training, Competitions, and Trips in the UK). Larger-scale events and activities will need to be risk assessed separately and in more detail depending on the type of event (E.g. Trips abroad or to high risk sites, Guest Speakers).

How to fill out the Annual Risk Assessment

Like the normal Risk Assessment, the Annual Risk Assessment has the same sections requiring the same inputs. However the main difference of this assessment is that the hazards should be more general. It is there to cover all general activity that you undertake as a society.

We have produced a template Annual Risk Assessment for you to use, this contains a wide selection of hazards that the majority of societies will encounter through the year. If your society does more activities with additional hazards, or the hazards are slightly different to the ones listed, you must **add these or make the necessary changes**.

Risk Rating Guide

Below is a simple guide to help risk assessors determine the risk rating of each hazard identified.

A Risk Assessment should be 'Suitable and Sufficient'. That is to say:

- ◆ It should identify the risks arising in connection with the activity.
- ◆ The level of detail included should be proportionate to the risk.
- ◆ It must consider all those who might be affected i.e. staff, students, etc.
- ◆ It should be appropriate to the activity and should identify the period of time for which it is to remain valid.

3 x 3 Risk Matrix

L I K E L I H O O D	Likely	Medium Risk	High Risk	Extreme Risk
	Unlikely	Low Risk	Medium Risk	High Risk
	Highly Unlikely	Insignificant Risk	Low Risk	Medium Risk
		Slightly Harmful	Harmful	Extremely Harmful
CONSEQUENCES				

Risk = Likelihood X Consequences

Likelihood	Score	The consequence		Score
Highly Unlikely	1	Slightly Harmful	Bruising, minor cuts, grazes, Strains, Sprains,	1
Unlikely	2	Harmful	Loss of consciousness, blood loss, burns, breaks or injury resulting in Visit to A&E. Other non-permanent chemical effects. Corrosive toxic, flammable substances, mild chemical irritation of eyes or skin. Harmful, irritant substances	2
Likely	3	Extremely Harmful	Permanent /partial/total disablement or other reportable injury/disease. Single Death or Multiple Death	3

Risk Rating	Action	Risk Score
Insignificant Risk	No further action required unless incidents occur	1
Low Risk	No additional controls may be needed overall, but specific hazards may be reduced. Monitoring is required to ensure controls are maintained. Review if an incident occurs or more effective controls become available.	2
Medium Risk	Efforts should be made to reduce the risk over a defined period of time.	4
High Risk	Work should not be started until the risk has been reduced. If work is in progress Urgent action should be taken to reduce or control risks.	6

Extreme Risk	The activity should cease until risks have been reduced to an acceptable level.	9
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Hazard	What are the risks & potential injuries?	Who is at risk?	Risk Rating	What are the controls and actions? (use numbers)	Residual rating	Who is responsible for the control?
Area of Activity : Training						
Lack of experience/Poor technique	Concussion, bruises, fractures, sprains, dislocation, blood loss	Members	4	<ol style="list-style-type: none"> 1. Appropriate coaching to teach correct methods and techniques of all physical attributes of Rugby League. 2. Have team captain overseeing the session and keeping it disciplined well. 3. Training as separate team abilities to keep skill level as similar and fair as possible within each team. 	4	Committee members, coaches and captains.
Slips, falls and trips	Concussion, bruises, fractures, sprains, dislocation.	Members	3	<ol style="list-style-type: none"> 1. As training take place when it is dark, ensure playing area is sufficiently lit 2. Keep all personal belongings, drinks bottles and equipment to the side of the pitch unless it is in use 3. Keep in constant communication with Lincoln Rugby Club about the state of the pitches and if they are fit for training on 	3	Committee members, coaches and captains.
Jewellery	Strangulation, bruises, scratches and potential eye injuries	Members	2	<ol style="list-style-type: none"> 1. Ensure all jewellery is removed prior to training 2. Tape any piercings which cannot be removed 	3	Committee members, coaches and captains.
Equipment and Balls on the pitch	Bruises, grazes, sprains and concussion	Members	4	<ol style="list-style-type: none"> 1. The committee must make sure all possessions and obstacles are removed from the pitch 2. Between drills all loose balls will be collected in and any balls not being used will be put in the ball bag so they cannot roll onto the pitch 3. If a loose ball rolls onto the pitch, play will immediately be stopped. 4. Once the ball is removed then play will resume 	3	Committee members, coaches and captains.
Warm Up/ Cool Down	Bruises, Cramps, pulled muscles, torn muscles	Members	6	<ol style="list-style-type: none"> 1. Coach, First Team Captains and Strength and Conditioning Coach, as well as committee will ensure that each training session and competitive games are started by a thorough warm up and followed by a warm down; all players must participate 	3	Committee members, coaches and captains.

Hazard	What are the risks & potential injuries?	Who is at risk?	Risk Rating	What are the controls and actions? (use numbers)	Residual rating	Who is responsible for the control?
Dehydration	Nausea, injury to others through collapse, fainting	Members	6	<ol style="list-style-type: none"> 1. Captain will ensure that water breaks are being taken during training 2. Committee will bring pre filled water bottles to games, which will be continually replenished throughout the session 	3	Committee members, coaches and captains.
Area of Activity :						
Medical Conditions and Injuries	Medical conditions and injuries could cause impaired ability and result in collisions, triggering of medical condition, or worsening injuries.	Members	6	<ol style="list-style-type: none"> 1. Players will be asked at their first session to inform the committee and Coach of any pre-existing medical conditions; they will then be told to confirm with their doctor or medical practitioner that they are able to play rugby safely with their condition; they will not be able to participate until this confirmation has been received (this will be a verbal confirmation with the player unless it is a serious medical condition in which case a letter from the doctor will be required). 2. Players with medical conditions are told to ensure they have their medication with them at all training sessions and games. 3. The Coach will check at the start of every session whether there are any injuries from previous training sessions. The Coach will check with any player with an injury that their doctor or medical practitioner has cleared them to continue training (this will be a verbal confirmation with the player). 4. The committee will ensure there is always first aid provision at all training sessions and games; both home and away. 	4	Committee members, coaches and captains.
Area of Activity : Socials						
Consumption of Alcohol	Passing out, slips, trips, falls, alcohol poisoning, aggressive/irresponsible	Members	6	<ol style="list-style-type: none"> 1. Responsible drinking will be promoted on all socials. 2. Committee member available to help members get home if need be 	4	Committee members, coaches and

Hazard	What are the risks & potential injuries?	Who is at risk?	Risk Rating	What are the controls and actions? (use numbers)	Residual rating	Who is responsible for the control?
	behaviour.					captains.
Area of Activity : Matches/Games/Competitions						
Lack of experience/Poor technique	Concussion, bruises, fractures, sprains, dislocation, blood loss	Members	4	<ol style="list-style-type: none"> 1. Appropriate coaching to teach correct methods and techniques of all physical attributes of Rugby league. 2. Have team captain overseeing the session and keeping it disciplined well. 3. Training as separate team abilities to keep skill level as similar and fair as possible within each team. 	4	Committee members, coaches and captains.
Slips, trips and falls	Concussion, bruises, fractures, sprains, dislocation.	Members	4	<ol style="list-style-type: none"> 1. Ensure playing field is kept clear of drinks bottles, personal belongings and unnecessary equipment 2. Keep in contact with either the opposition team or Lincoln Rugby Club Regarding the state of the pitches and if they are safe to use. 	3	Committee members, coaches and captains.
Jewellery	Strangulation, bruises, scratches and potential eye injuries	Members	2	<ol style="list-style-type: none"> 1. Ensure all jewellery is removed prior to the match 2. Tape any piercings which cannot be removed 	3	Committee members, coaches and captains.
Equipment and Balls on the pitch	Bruises, grazes, sprains and concussion	Members	4	<ol style="list-style-type: none"> 1. The captain and vice captain must make sure all possessions and obstacles are removed from the pitch 2. Between the warm up and the match all loose balls will be collected in and any balls not being used will be put in the ball bag so they cannot roll onto the pitch 3. If a loose ball rolls onto the pitch, play will immediately be stopped. 4. Once the ball is removed then play will resume 	3	Committee members, coaches and captains.

Hazard	What are the risks & potential injuries?	Who is at risk?	Risk Rating	What are the controls and actions? (use numbers)	Residual rating	Who is responsible for the control?
Warm Up/ Cool Down	Bruises, Cramps, pulled muscles, torn muscles	Members	6	2. Coach, First Team Captains and Strength and Conditioning Coach, as well as committee will ensure that each training session and competitive games are started by a thorough warm up and followed by a warm down; all players must participate	3	Committee members, coaches and captains.
Area of Activity : Trips						
Travelling to Training	Slips, falls, and sickness, Leaving people behind and unsafe travel	Members	4	<ol style="list-style-type: none"> 1. The General Code of Practice will be followed for transport 2. Team register to makes sure number of players match number of bodies present on coach. 3. First Aid kit brought to every training session 	3	Committee members, coaches and captains.
Away Matches	Slips, falls, and sickness, Leaving people behind and unsafe travel	Members	4	<ol style="list-style-type: none"> 1. The General Code of Practice will be followed for transport 2. Team register to makes sure number of players match number of bodies present on coach. 3. First Aid kit brought to every game 	3	Committee members, coaches and captains.

Sign Off

The undersigned believe this assessment to cover all significant risks associated with the above activity and accept their responsibilities for ensuring associated controls are in place

Authorisation			
Position	Print Name	Sign	Date
Vice President	Matthew Finch	M. Finch	9/11/2018

Please detail how this risk assessment will be communicated to all parties who must comply:

Communication			
Who needs to understand this assessment?	How will this be communicated to them?	Person Responsible	Date
Members	Briefing	Matthew Finch	9/11/2018