



Bedford Hockey Club

# Risk Assessment 2023/24 Bedford Hockey Club

Venue: Bedford Sports and Hockey Centre (BSHC) plus other hired hockey pitches

Completed by: The BHC committee (BHC)

Date: 01/09/2023

## Playing Area/Training Area

Check that the area and surroundings are safe and free from obstacles, check floor, roof leaks, lighting, heating, security and welfare.

What are the Hazards?	Who might be harmed	What are you already doing?	Further action	Action by	Action Date	Progress
Slips, trips and falls	Staff whilst setting up or clearing equipment. Users during play.	Signage displayed when cleaning pitches. Litter cleaned daily and as identified. Equipment set in accordance with pitch markings.	None	BHC and BSHC	Sept 2023	Monitor & review after 12 months
Slips, trips and falls	Staff whilst setting up or clearing equipment. Users during play.	Pitches checked by Centre staff before play, notify all users of cancellation for unplayable pitches. Umpires, hirers & players responsible for calling off games due to weather conditions.	None	BHC and BSHC	Sept 2023	Monitor & review after 12 months



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## Car park

What are the Hazards?	Who might be harmed	What are you already doing?	Further action	Action by	Action Date	Progress
Vehicle movement	Pedestrians could suffer serious injury if struck by cars entering/leaving car park or moving in it.	<ul style="list-style-type: none"><li>Entrance/exit to car park clearly marked</li><li>For large events, parking controlled by marshals wearing high-visibility vests.</li><li>Car park well lit</li></ul>	None	BSHC and BHC	Sept 2023	Monitor & review after 12 months

## Changing rooms/Club house

What are the Hazards?	Who might be harmed	What are you already doing?	Further action	Action by	Action Date	Progress
Slips, trips and falls	Staff/users during periods when changing rooms/clubhouse is being cleaned.	<ul style="list-style-type: none"><li>Signage displayed when cleaning.</li></ul>	None	BSHC and BHC	Sept 2012	Monitor & review after 12 months



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## Equipment

Check that it is fit and sound for activity and suitable for age group/ability, check there is no equipment left from other activities or obstructions left in the sporting area

What are the Hazards?	Who might be harmed	What are you already doing?	Further action	Action by	Action Date	Progress
Football/Hockey goals	Staff & users-due to failure of equipment leading to injury	Regular equipment checks, defective equipment removed from use for replacement or repair. External inspections as specified	None	BSHC and BHC	Sept 2023	Monitor & review after 12 months



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## Participants

Check that the attendance register is up to date with medical information and contact details. Check that performers are appropriately attired for the activity.

What are the Hazards?	Who might be harmed	What are you already doing?	Further action	Action by	Action Date	Progress
Attendance register	Facility users	Restricted access to membership database and attendance registers at every session. Managers check U18 players in and out of every session.	Log on pitchero / England Hockey GMS	BHC	Sept 2023	Monitor & review after 12 months
Injury Management	Players	Provision of a suitably resourced first aid kit on the bench for all matches and training. Coaches all first aid trained	Record any more major injuries for RIDDOR	BHC	Sept 2023	Monitor & review after 12 months

## Emergency points

Check that emergency vehicles can access facilities, and that a working telephone is available with access to emergency numbers.



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What are the Hazards?	Who might be harmed	What are you already doing?	Further action	Action by	Action Date	Progress
Emergency access blocked	Facility users	Signage displayed to keep access clear and barrier in place.	None	BSHC and BHC	Sept 2023	Monitor & review after 12 months

## Safety information

Check that evacuation procedures are published and posted somewhere for all to see. Ensure that volunteers and staff have access to information relating to health and safety.

What are the Hazards?	Who might be harmed	What are you already doing?	Further action	Action by	Action Date	Progress
Incomplete knowledge of evacuation procedures	Facility users	<ul style="list-style-type: none"><li>• Signage displayed in entrance foyer.</li><li>• Brief all new users on procedures.</li></ul>	None	BSHC and BHC	Sept 2023	Monitor & review after 12 months

SIGNED: *The BHC Committee*

DATE: 01/09/2023