

RISK ASSESSMENT: COW ROAST CLUB HOUSE & GROUNDS

Assessed by: Kate Hedge/ Paul Dubenski 2023/24

Hazard (General)	Persons exposed	Risk Control Measures Currently in Place	Risk Level	Action Required	Action complete signature
Concealed entrance to road leading from main road to club house. No signage.	All users of facilities	Temporary signage no longer present. Consider permanent signage as a longer term improvement Installation of mirrors would improve visibility of on-coming traffic	Low	Will need to negotiate with new business at the edge of boundary.	
Risk to vehicles on narrow access road to clubhouse	All users of facilities	The access road was resurfaced in 2023 to a good standard, significantly reducing risk to vehicles. First few meters of council owned road off the main highway remains uneven with potholes. Speed restriction of 5 MPH & speed bumps Normal duty of care for drivers exists	Low		
Vehicle collision with pedestrians on arrival / exit main car park	All users of facilities	Surface unfinished/parking bays unmarked. Car park often congested, overflow parking available. Lighting exists on the front of the club house but doesn't extend to car park. Normal duty of care for drivers exists. Electric charging points now installed. Subject to planning permission a staged approach to improve parking exists: Stage 1 is to improve entrance/exit to grass parking area by resurfacing.	Low	Subject to planning permission, resurface entrance/exit to grass parking area.	
Potential restricted access for emergency vehicles	All users of facilities	Chain exists across emergency access point to clubhouse but it's permanently locked Access for emergency vehicles would now be via the grass car park for clubhouse and astro. Signage exists at this point to avoid blocking access.	Low	Needs monitoring.	
Slip trip or fall on uneven surface from car park, approaching clubhouse	Players and supporters	Steps exist from car park up to clubhouse. Handrail available both sides. Trip hazard at start of the ramp immediately at the front door of the clubhouse. Disabled access, whilst not ideal, is possible via grass and around building to front door.	low	Handrail next to steps loose on (R) hand side. Wooden surface rough with possible splinter risk - could benefit from some basic repair. Ramp to front door could be improved to lose 'lip' across doorway and also at start of	

		Care needs to be taken that disabled access is not blocked by parked cars.		ramp	
Slip trip or fall around clubhouse	All users of facilities	<p>Non-slip surface in bar area, carpet although old looks well maintained.</p> <p>Laminate flooring in dining area and other pose a greater slip hazard– spills known to cleared up immediately.</p> <p>Dance school are allocated a separate storage area for personal effects to reduce congestion during classes.</p>	Low	Access to small room opposite store cupboard 3 for storage of personal effects during classes.	
Female Shower/Toilet facilities	All female users	<p>Satisfactory toilet facilities provided. Sanitary bins provided.</p> <p>Shower area: 2 trip hazards both for entry into shower room and shower cubicles. Rubber type flooring in shower changing area ‘bubbling up’ creating a further trip hazard.</p> <p>General standard of cleaning shows improvement and is good. Shower area however dirty underfoot although not currently in use.</p> <p>Legionnaires’ risk – evaluated 2019 - considered not to pose a problem at the time.</p>	Low/ Med	<p>Flooring needs adjusting to allow it to lie flat</p> <p>A review of risk would be prudent with potential of increased shower use</p>	
Male Toilet facilities	All male users	<p>Satisfactory facilities provided, as above.</p> <p>Urinals clean, regular flushing system exists and is in operation.</p> <p>Lighting seemed dim – possibly bulb needed replacing.</p>	Low		
Disabled Toilet	Disabled users and carers with young children	<p>Currently used as a storage area meaning it’s no longer functional as a facility for people with a disability.</p> <p>Wheelchair access impossible as no space for a user to transfer onto the toilet from the side.</p> <p>Space severely restricted for any carer to provide assistance.</p> <p>Unwelcoming and additionally poses a reputational risk.</p> <p>Containers baby change facilities with strap to secure child and a high chair.</p> <p>Baby changing facilities also impacted by reduced space .</p> <p>Assistance alarm– does not exist</p> <p>https://celebratingdisability.co.uk/accessible-toilets-getting-it-right-for-your-customers/</p>	Low	<p>Dance school equipment to be relocated as a priority.</p> <p>Provide assistance alarm</p> <p>Consider a light to indicate occupancy.</p> <p>High chair to be stored somewhere other than a toilet.</p>	
Main club areas	All users of facilities	<p>Bar area: Generally, in good order.</p> <p>Standard of cleaning improved overall, however behind bar itself standard of cleaning less good. Surfaces all clean, but floor behind bar sticky. Contaminated can crusher noted as an example.</p> <p>2 First Aid kits behind bar – one sports bag and one minor injury kit</p> <p>Safety glass in all internal doors</p> <p>Dining area: as above generally in good order. A small area of flooring incomplete and</p>	Low	<p>Ask cleaner to focus on this area next for a deep clean.</p> <p>Permanent staff would benefit from first aid training</p> <p>Did not see absorbent power for cleaning up bodily fluids.</p> <p>Is that still available behind</p>	

		lifting close to front entrance.		the bar?	
Bar store	Bar staff only	<p>Standard of cleaning significantly lower in this area. Floor very sticky. Sink dirty</p> <p>Double sink – available for hand hygiene but only if clean.</p> <p>All glasses are washed using a glass washer, although some glasses seen draining in rack in dirty sink</p> <p>General storage for alcohol stock – kept locked</p> <p>Gas cylinder chained in upright position – spare cylinder not restrained</p> <p>Dry goods for tea and coffee kept in open box on floor under sink – preferable to store away from splashes and up on existing shelving</p>	Low	<p>Check cleaner access to the bar store to allow for a deep clean and regular cleaning on going.</p> <p>Secure all cylinders in same upright position to avoid injury.</p>	
Kitchen	Staff and limited club members and users	<p>First Aid kit present and restocked</p> <p>Separate hand washing facilities available.</p> <p>Ovens and extractor hoods clean – annual schedule for professional cleaning</p> <p>Work surface damaged in need of repair as per food hygiene inspection report 2020</p> <p>Work schedule exists for kitchen staff.</p> <p>All schedules and food hygiene instructions updated 2019.</p> <p>5* food safety rating exists 2023</p> <p>Any new employees will need training when kitchen is opened.</p> <p>Instructions on cleaning products are to be used where. (See comment below in store cupboard 3)</p> <p>All cleaning equipment clean.</p> <p>It appears cleaning equipment for kitchen only might not be separate from equipment for other areas. Table cloths spilled onto the cupboard floor. Needs attention .</p> <p>Reusable cleaning cloths and T-towels washed weekly</p> <p>Used apron hanging in kitchen cupboard from previous season.</p> <p>Kettle clean</p> <p>Fridge and freezer monitoring complete for last season</p> <p>Fridge cleaning schedule exists</p> <p>Glass washer exists but not clear if it works.</p> <p>Noted Dacorum Borough Council Food Standards Certificate dated 2023 (not seen)</p>	Low	<p>Efficient standards of practice in place 2022</p> <p>New staff need a handover and training – to be facilitated – Did not see induction records for kitchen staff</p> <p>If Glasswasher was functioning would reduce burden of washing up by hand in a limited space</p> <p>Expires 2026</p>	
Old Gym area – Temporary female changing rooms		<p>Trip hazard at entrance with raised step into the room.</p> <p>Plans to convert to 4 changing rooms were abandoned.</p> <p>Access to female toilets exists, corridor to male showers and toilets would be via current store</p>	Low	Area is being used with benches by home and away female players combined.	
Store Cupboard (off gym area) 1	Limited club members	Area orderly	Low		
Store cupboard 2	Club members	<p>Chairs and tables stacked satisfactorily, unlikely to fall and cause injury.</p> <p>Other paint and miscellaneous products stored on high shelves.</p>	Low		

		Ceiling repaired to comply with fire safety.			
Store cupboard 3	Key Club staff/members.	Cleaning equipment and products no longer stored here – cleaner brings own products. Do they comply with COSHH and food standards ? Are they listed in the food standards pack so staff know what to use and when? Preferable than brushes and general clubhouse mop and bucket be stored here so they are separate to kitchen. Fuse board located here.. Not open to public or general club members	Low		
Back corridor rooms	Rugby club and other staff	Beer barrels in corridor not fire safety compliant. Empty gas cylinder in corridor – not secure. Risk of injury from falling. Freezers located in changing room 1– both fitted with thermometers Changing facilities (rooms 2, 3 and 4 basic but clean.)	Low	Barrels etc ideally should be stored out of the corridor as per fire policy. Could another room be used near the exit?	
Male Shower	Male members/ Opposition.	Showers extremely basic but clean. In line with good safeguarding practice it is recommended that adults (unless they are the parents) do not use the same changing facilities as children under the age of 18 unless there are separate cubicles. If this cannot be avoided, it is recommended that all adults come ready changed for their hockey activity. Shared use of communal showers by adults with under 18s is therefore not appropriate.	Low	Longer term would benefit from refurb.	
Male Toilet Now Unisex		Basic. Clean and satisfactory. Lock now exists on external door to allow cubicle use without urinal use at same time. No toilet paper or dispensers . No sanitary bins Dance school last year requested use of another toilet and place to refill water bottles	Low	If unisex these additional facilities are required.	
Multi-purpose room (singing) (1) Now divided in 2...	All clubhouse users	Room clean . Used to store fitness balls Possible storage for dance school equipment currently blocking disabled toilet	Low		
Multi-purpose room (singing) (2)	All clubhouse users	Did not view. Possible storage point for empty beer barrels and used gas cylinders?			
Risk of staff/volunteers being unaware of their responsibilities and club policy.	Key Club staff/members	All staff /regular volunteers to complete an in induction appropriate to their role. Staff /volunteers to sign an induction check list to indicate orientation complete. Staff know who to ask if unsure.	Low	Induction checklist exists. Unclear if fully implemented – last entry Feb 2023	
Risk of fire, burns and storage of hazardous goods BBQ:	All users . Users and guests	Full fire safety assessment completed. Fire safety compliant See log book for detailed instruction For outdoor use only by competent individuals. LPG containers not to be stored in clubhouse but in designated storage container. Container to have hazardous goods warning for fire service.	Low	Managed by PD & KL	
Simultaneous hire of external sports areas	Club members and hirers	Consideration must be given to the space required by individual groups hiring facilities to avoid collisions during simultaneous use.	low		
Monitoring of accidents (non-sport related)	All users	Incident reporting system in place.	Low	Completed forms to be forwarded to H&S officer and Operations Manager	

				No forms received ?? no incidents 2022/23	
Injury from ground maintenance powered equipment	BHHHC employees only	Use and maintenance of astro mini tractor to be by trained, authorised users only. To be maintained by competent individuals.	Low		
COSHH		C02 cylinders for the bar stored away from public – however as before with secure restraint LPG containers as above All cleaning products are for normal domestic use – see earlier comment on products for kitchen cleaning	Low	Ensure cylinder are stored securely as per recommended guidance. https://www.boconline.co.uk/en/health-and-safety/gas-safety/dispense-gas-safety/handling-of-cylinders.html	
Asbestos Risk	All users of facilities	Asbestos exists in old part of club house at the back. All areas covered and therefore poses no current risk to users.	Low		
Waste Disposal	Partial recycling exists	No separate collection of general waste and recyclable waste other than glass bottles. Plastic and cardboard not recycled.	Low	DBC were unable to assist with request in 2020. Investigate possibility of improved recycling.	
External storage (lock up)	Club members/ volunteers	Contains miscellaneous equipment. Also has gas cylinders for BBQ – see above. Sports equipment now stored in container pitch side. Wheeled trolley exists to aid transfer of equipment and wheelie bin to store balls	Low		
BHHHC Ltd Legal Compliance	Club	Ensure compliance with relevant legal requirements including licences:- a. Registration of Directors b. Appointment of Auditor and submission of annual accounts c. Insurances (Public Liability, Employer's Liability, Members' Personal Accident, Directors' and Officers', Legal, Property, Equipment and Stock) d. Risk Assessment e. Fire Safety including holding valid EICR and PAT certificates f. Food Hygiene g. Liquor licence h. Television Licence i. Any other...		Review annually at time of RAs	

RISK ASSESSMENT: COW ROAST ASTROTURF

Assessed by: Kate Hedge/ Paul Dubenski Draft 2022/23

Hazard (Sport Related)	Persons exposed	Risk Control Measures Currently in Place	Risk Level	Action Required	
Slip trip or fall on pathway from car park, approaching pitch	Players and supporters	<p>Paths new and in good order, however plants starting to push through disrupting surface in places.</p> <p>Path lit by solar lights on fencing. Limited light and tends not to last duration of evening sessions in winter darkness. Inadequate lighting at the end of the path at clubhouse end. Increased risk of trip/fall as path is also uneven and stony.</p>	Low	<p>Contractor committed to maintain and repair</p> <p>Review lighting – particularly at clubhouse end of the path.</p>	
Manual handling risk – moving goals into position	Players	<p>Notices displayed to lift or roll goals – not drag.</p> <p>If goals are to be moved, ensure enough people are assist to reduce risk of injury.</p> <p>Goals have wheels and are new.</p> <p>In total 6 goals in good state of repair. 2 in reasonable condition and suitable to be restored. Other goals to be destroyed as in very poor condition</p> <p>5 a-side football goals available for astro hire – stored securely whilst not in use</p> <p>Goals on grass pitches are less easy to move over grass.</p>	Low	.	
Slip trip or fall on playing surface	Players	<p>Astro is new and in excellent condition</p> <p>Signage of EH rules of usage displayed clearly.</p> <p>The curtain divider has a lower cable at the halfway line to be removed before play. Notice exists to not operate curtain divider unless trained to do so</p> <p>Grass pitches are well maintained. Surface is by nature uneven</p> <p>Potentially slippery if wet, usual club policy applies to call off events in the case of poor weather conditions.</p>	Low	<p>Players to wear suitable footwear for astro surface</p> <p>Duty of care requires a weekly sweep of the surface for maintenance. Machinery provided and practice embedded.</p>	
Injury caused by slipping or lifted ball on frozen/unplayable surface	Players	<p>Pitch inspection takes place to assess whether is playable</p> <p>This inspection takes place early enough to inform opposition before opposition travel.</p> <p>Decision to be communicated via captains plus Pitchero for all teams affected.</p>	Low	Already embedded in club practice	
Injury Associated with normal play	Players	Warm up and cool down is standard for all activity & will take place away from any other	Low	Sports First Aid Training	

		<p>teams using the Astro</p> <p>A first aid kit is available at all matches /training sessions A minimum of 1 first aider for each squad</p> <p>Podium Analytics platform will be used as a means of satisfying EH injury reporting requirements. Reports must be completed on players where an incident has removed them from the field of play.</p> <p>Consideration of space required to avoid collisions between multiple small groups training on the astro at one time. Safety curtain/dividers can be used to further separate groups</p>		<p>booked for members Sept 17^h 2023</p> <p>First Aiders, coaches and captains will require training.</p>	
Multi - Sport Hire of Astro	All participants	<p>Risk of injury is increased whilst different sporting activities are taking place concurrently as individuals will likely be focused on their own activity. Safety curtain will be used to reduce risk of balls/players straying across into the other area.</p> <p>Players will be responsible for checking their own safe passage when passing through other groups areas to their own.</p>			
Dangerous play	Players	<p>Umpires must be qualified and act under hockey guidelines Players must abide by the umpires' decisions</p> <p>Players must abide by the umpires' decisions and the EH code of ethics and behavior (Respect)</p> <p>Captains should be responsible for the actions of the players and should communicate with any player who appears to be behaving in a manner that puts others at risk.</p> <p>See Youth RA for information on Quicksticks Hockey.</p>	Low - Med	<p>Ensure that players wear shin pads. Mouthguard protection is advised and is mandatory for under 18s Use of hand protection with hard shell gloves is recommended for all players. Glove protection is mandatory for U18s playing in adult teams/training.</p>	
Defending short corners	Defensive players	<p>Defenders will agree their role in defending shorts. No player should feel obliged to defend if not yet competent, but should be offered the opportunity to develop if desired.</p> <p>All players will provide their own facemasks, as soon as their position as a defender is established. Club masks may be borrowed if they are available on the day.</p>	Med	<p>Face guards are advised for all players but are mandatory for Under 18's defending short corners.</p> <p>PPE should be checked and maintained by the individual.</p>	
Goal keeping	Goalkeepers	<p>Goalie must have access to appropriate body protection Leg Guards, Kickers, Hand Protectors, Body Armour, Padded Shorts, Cover Shorts, Abdo Guard, Neck Guard and Helmet</p>	Low	.	
Jewellery – causing injury to others or the wearer.	Players	All jewellery is taped over or removed.	Low	Players responsible for removing sharp jewellery.	
Spectators encroaching onto the field of play and risk of being struck on the sidelines.	Spectators/ subs	<p>Large numbers of spectators are not permitted inside the cage if they cannot be safely accommodated away from the pitch. If small children are brought onto the astro they must be supervised by their responsible adult.</p>	Low	Subs must be responsible for keeping an eye on play & potential for risk when pitch	

		No dogs are permitted inside the cage Spectators can support from the viewing mound behind the astro. Dug outs exist to protect subs whilst pitch side – excellent condition		side.	
Medical emergency or serious injury	Player	Players are required to declare any serious pre-existing medical conditions when they register. It is the player or parents' responsibility to share this information with captains and first aiders. They are required to update this information should it changes. Those who carry medication for use in an emergency are encouraged to tell team mates where it is kept for rapid access. Parents must ensure medication required in case of emergency it brought to every event and coaches know where it is stored. In the event of a serious event call 999 for code for AED cabinet Nearest AED to Cow Roast Astro is outside the clubhouse, by doors facing pitches BHHHC Cow Roast Clubhouse HP23 5RF Signage exists on the astro indicating location of AED	Low		
Safety of youth players in adult squads	Youth	Youth players transitioning to adult hockey will be issued with a welcome to adult hockey pack. Captains will ensure young players are welcomed to the adult section and helped to settle quickly. Young players are selected on ability for adult teams and will not be asked to play in squads where the level is beyond them All staff with specific responsibility for the youth section in the club will have a current DBS check and safeguarding training as per club policy With parental consent young people may travel to and from matches with adult teammates. All reasonable efforts will be made to avoid a young person travelling alone with a single adult. Captains will ensure no young player is left without a lift at the end of a game. Young people playing in senior teams will be able to take part in post-match photos for use on social media, unless consent has been denied. See separate Youth Risk Assessment for general safeguarding of U18s	Low		
Covid measures		EH requests each club retains a covid officer who will disseminate any updates to Government or EH guidance on safe practice if and when they might occur.			

For the purpose of this risk assessment, the following definitions shall be used:

Hazard – The potential for harm or injury arising from an activity including the use of tools or methods needed to carry out that activity

Risk – The likelihood of harm or injury occurring due to that hazard

RISK LEVEL

Low Can be performed unsupervised following basic training

Medium Can be performed with supervision following training

High Must be qualified and trained; special supervision arrangements must be made

Very High Requires specialist expertise, do not proceed with activity.

Appendix 1: Summary of Risk Reduction Actions for Adults and U18s Playing Adult Hockey

PPE

The use of the following personal protective equipment is recommended for all, but is mandatory for all under 18s (U18s) playing with adults, during training and competitions:-

1. Hi-Impact mouthguard
2. Full length shin pads
3. Protective hard-shell glove – minimum (L) hand glove.
4. Face guard, if defending short corners – full caged face guards are preferable.

The responsibility to ensure U18 PPE is available at every session and maintained rests with U18s' parents/guardians.

Defence of short corners

No U12 will defend a short corner. Over 12s can be coached to defend short corners.

No one will be expected to defend short corners if they are unwilling.

Captains and players can jointly decide when U18s are suitably confident and competent to defend short corners, with face protection, in adult league games.

Reporting Injuries

If any player sustains an injury that results in them being removed from the field of play, the incident will be recorded by the captain or their delegate using the Podium App.

All players need to consent to use of personal data with Podium and parents/guardians will need to provide consent on behalf of any U18s.

It is good practice to communicate any U18 injury to their parent/guardian and in addition follow up as to the young person's well-being.

In the event of a head injury players/parents/guardians should be signposted to <https://www.nhs.uk/conditions/head-injury-and-concussion/>

Consideration needs to be given to suitability of returning to play after injury, particularly following head injury.

Pre-existing Medical Conditions

All those with a pre-existing medical condition that might require a first aider to take action in an emergency or who routinely carry medication with them for emergency use are asked to inform their captain, who may pass that information to the first aiders. It is the responsibility of the player or their parent/guardian to update the captain in case of any changes. Parents/guardians are responsible for ensuring any such medication is available at every session and that captains/first aiders know where it is stored.

General safeguarding advice

All other advice unrelated to game play can be found in the BHHHC safeguarding policy 2022 on the club Pitchero website.