**PRIMARY SCHOOL RISK ASSESSMENTS EXAMPLE**

**N.B. On the following pages you will find an example risk assessment for a Primary School running club. Use it as a guide to think about:**

* + - * + **some of the hazards children, staff and volunteers may encounter**
        + **the steps you need to take to control the risks.**

**Don't just copy it and put your school name to it as that would not satisfy the law - and would not protect your children, teachers and volunteers. Every school is different - you need to think about the hazards and controls your school needs.**

**Even where the hazards are the same, the control measures you adopt may have to be different from those in the examples to meet the particular conditions in your school or where you plan to run.**

|  |
| --- |
| **Assessments completed by:** |
| **Date:** |
| **Reviewed dates:** |

|  |  |
| --- | --- |
| **HAZARD OBSERVED** | **CONTROL MEASURES** |
| Traffic conflict | * Suitable route on quiet roads; * Each route must be pre-walked and individually risk assessed by the running club organiser (Group Leader); * Only children in Year 5 or 6 eligible for running club. Ensure an adequate adult (staff and volunteers) to pupil ratio. A minimum of one adult for every 8 children, but never less than 2 adults; * Supervision planned for any serious road junctions. Children not to cross roads unless they are with an adult. Children briefed on road safety before every run. * Wear reflective clothing - be seen. Stay on the pavement unless crossing a road. * When crossing road use pedestrian crossing if possible. Everybody to check for traffic, don't just follow the crowd. Leader/Lead runners to shout warning to following group if traffic approaches unexpectedly. |
| Uneven running surface | * Leaders, as far as reasonably possible, to select routes which are free from potholes and loose ground. * Runners to take care when changing levels e.g. descending from curbs. * Remind runners to wear appropriate footwear. * Group leader to shout warning if surface unexpectedly becomes uneven. * Walk if conditions are particularly difficult. |
| Weather Conditions | * Hot: Advise runners to wear appropriate kit. Remind runners to use high factor sun cream. If conditions are extreme run to be postponed/cancelled at the discretion of the Group Leader. * Cold: Members to be encouraged to warm up thoroughly in cold weather and wear clothing appropriate to the conditions. Care should be taken to avoid patches of ice. Runs will be cancelled by Group Leader if conditions are considered dangerous. * Heavy rain: Runs will be cancelled by Group Leader |
| Children wearing unsuitable footwear | * Children with unsuitable footwear take part and should walk if necessary |
| Running in the dark | * Run during daylight hours |
| Accidents caused by bumping or jostling | * Runners to run carefully and responsibly keeping a sensible distance between themselves and the runner ahead of them. |
| Unexpected Obstacles on pavement | Leader/Lead runners to advise following group of any unexpected hazards which he/she may come across e.g. roadworks, cyclists, bollards, street furniture, broken slabs, wheel chairs, overhanging folliage, dog mess, road signs, holes and kerbs by shouting a clear warning. |
| Dogs | * Take care when running near dogs particularly when they are off leads and owners are not present. * Slow to a walk if necessary. * Avoid turning your back on the dog. * Seek assistance from the dog owner if appropriate. |
| Losing a runner | * Running groups to stick together, appointed leaders to encourage mustering where front runners run back to collect stragglers. * Remind runners to select a running group consistent with their ability. * Approximate pace of group will be made clear by leader before run commences. |
| Vulnerable Children or children with special needs | * These children are supported to take part and may need an individual risk assessment. |
| Asthma | * Advise runners to let Group leader know if they suffer from asthma. * Asthmatics must always carry an inhaler. * Asthmatics should not run if they are suffering badly or fear an attack is imminent. * The decision whether run or not is left to the discretion of the pupil’s parent or guardian. |
| Other medical conditions | * To be advised to Group Leader. * Any appropriate medication to carried on the run. * The decision whether or not to run is left to the discretion of the pupil’s parent or guardian. |
| Volunteers | * Process in place to ensure all your volunteers have valid DBS checks |
| Parental permission | * Process in place to ensure all children taking part in the running club have a signed parental consent form |