

Name of venue	Wigmore School		Date of risk assessment	March 2023
Address of Venue	Ford St, Wigmore, Leominster HR6 9UW		Assessors name	Samantha Harper
What3words for car park	greed.skis.handwriting		Date of review	2025
Ambulance rendezvous point	In the school car park			
Nearest Defib	Wigmore Village Hall, Ford St, Wigmore, Leominster HR6 9UW		Reviewed by	

Type of activity: Club training						
The Hazard	Location of Hazard	Who is at risk	What are you already doing	Risk rating	What else can you do to control the risk	Action by whom
Location	Meeting place - access, sufficient parking	Anyone attending	Parking location is familiar to club members. There is ample parking at Wigmore School. Weekly newsletter includes What3Words for venue	TRIVIAL	Nothing specific	
Weather elements	The venue	Anyone attending	Venue has no shelter. If there are weather warnings issued (e.g. storms, heatwave) committee members will consult each other by FB messenger if there are any concerns. Weekly newsletter includes advice on shoes to wear.	MODERATE	Even if conditions are not severe enough to postpone, remind everyone of the need to dress appropriately and bring water etc.	Committee
Running in dark	During training	Anyone attending	All attendees were reminded to bring fully charged head/body torches and advised to wear clothing with reflective elements.	MODERATE	Winter training locations chosen where fewer trip hazards	Coaching team

			THIS ACTIVITY CAN INCREASE OTHER RISKS			
Collisions	During training drills	Anyone attending	Drills organised to minimise risks	ACCEPTABLE	Nothing specific	
Physical overload	During training	Runners	Coaches manage training sessions so that runners have options for distance/ reps etc.	ACCEPTABLE	If leaving the training location then a tail runner can be organised to ensure no one is left behind.	Coaching team
Getting lost	During training	Runners	Not a risk at this venue as self contained playing fields	TRIVIAL		
Risk of minor medical (slips, trips, falls)	During training	Runners and anyone attending	All runners and volunteers are reminded that they are running/walking on uneven ground.	ACCEPTABLE	A basic first aid kit will be available.	Lead coach
Risk of medical emergency	During training	Runners and anyone attending	<p>If 999 assistance is required the rendezvous details set out at the top of this risk assessment must be given to the emergency services.</p> <p>The training lead should dispatch someone to meet the ambulance.</p> <p>In case of collapse the training lead should dispatch some to get the defib from the location listed at the top of this risk assessment.</p>	ACCEPTABLE	Most committee members have completed first aid training.	
Other risks you may consider	Safeguarding e.g. if there are unaccompanied juniors					

Notes on risk level methodology:

Likelihood is the likelihood of the hazard occurring;

Severity is the impact of the hazard e.g. what injuries could it cause;

First consider the likelihood of an event happening as Seldom, Occasionally or Frequently. Then the severity or seriousness if it did happen e.g Slight,Medium or Major. Then look at the table below and see where the two assessments meet for the combined risk assessment. The table on the right then shows the action to be applied.

For example if Occasionally someone has a Slight injury the risk assessment is Acceptable.

		Severity			Risk Level	Action and timescale
		Slight L	Medium M	Major H	Trivial	No action is required to deal with trivial risks, and no documentary records need be kept (insignificant risk).
Likelihood	Seldom L	L Trivial	L Acceptable	M Moderate	Acceptable	No further preventative action is necessary, but consideration should be given to cost-effective improvements. Monitoring is required to ensure, so far as reasonably practicable, that the controls are maintained.
	Occasionally M	L Acceptable	M Moderate	H Substantial	Moderate	Efforts should be made to reduce the risk, but the costs of prevention should be carefully considered. Risk reduction measures should normally be implemented as soon as is practicable.
	Frequently H	M Moderate	H Substantial	H High	Substantial	Activity should not be started until the risk has been reduced. Significant resources may have to be allocated to reduce the risk. Where the risk involves work in progress, the problem should be remedied as quickly as possible.
					High	Activity should not be started or continued until the risk level has been reduced. While the control measures should be cost-effective, the legal duty to reduce the risk so far as reasonably practicable is absolute.