Risk Assessment for Orienteering

Risk assessments are concerned with identifying the hazards (i.e. things which might go wrong or cause an accident/injury), evaluating the likelihood of a particular event occurring (i.e. level of risk) and putting measures in place needed to reduce or eliminate the risk.

Name of Club / satellite club name / after school club		Humberside and Lincolnshire Orienteers	
Name of person completing this form	Neil Harvatt	**Position of person completing this form (coach, organiser etc)**	Organiser
Venue for session / event / activity	King George V , Cottingham BOF Reg No 70598	**Date for session / event / activity**	Saturday 12th March 2016
Name of person in charge of session / event / activity		Neil Harvatt	
Risk assessment signed		**Risk assessment dated**	11 March 2016
Risk assessment checked by (name, position and date)	**Print name & position (coach mentor, controller etc):**	Neil Harvatt, Coach	
	Sign and date:		

Emergency Information

Emergency access point (for emergency vehicles)	**Post code / grid reference:** HU16 5QW **/** Grid Ref TA 044333	**Place from which signed:** Northgate entrance	
Nearest A&E hospital:	**Name and Post code:** Hull Royal Infirmary (Anlaby Road) (HU3 2JZ) (01482-875875)	**Map available (where):** At Registration	
Working telephone:	**Landline or mobile:** **If mobile (reception checked?)** Signal to be checked prior to event.	**Number:** 07751 481332 (BS mobile) 07800-784255 (NH mobile)	
First Aid cover	**Name of first aider:** Brian Slater/Neil Harvatt	**Located where?** Registration room – Sports centre	

The Risk Assessment (King George V playing fields, Cottingham Saturday March 12th 2016**)**

It is essential that the mitigation column is completed in detail so that the control measures and who is responsible is fully understood in advance of the activity / session / event and that all staff / helpers are fully briefed.

NB: it is not sufficient only to put warnings in preliminary information as there is no way of being sure that all participants will have read them.

Hazard – note under these headings (see suggested examples to consider)	Possible outcome / injury including note on severity and likelihood of occurrence	Mitigation • **What control measure?** • **Who is responsible?**
In area to be used (indoor / outdoor): Outdoors		
Slopes	Low risk – low/medium severity	Short but steep slopes in the Cyclo-cross area. They are marked on the map with standard symbols. Only senior courses will use this area. (Resp – Mapper NH)
Water	Low/medium risk – low/medium severity	There are a number of shallow ditches and streams in the area. These are clearly marked on the map. Competitors will be informed of their existence and instructed that wading across is not permitted. (Responsibility – Organiser NH).
Wire / ruined fences	Low risk – low/medium severity	All known fences and ruined fences are marked on the map.
Uneven surfaces on the course	Low risk – low/medium severity	Competitors aware – all events have uneven surfaces
Uneven surfaces Car park, etc	Low risk – low/medium severity	If in car-park, notice posted in final details (Responsibility – Organiser NH)
Undergrowth/tree branches	Low risk – low/medium severity	Competitors aware – all events in wooded areas have branches/undergrowth.
Slippery surfaces	Low risk – low/medium severity	Warnings to participants about slippery ground.
Traffic	Low risk –medium/high severity	There are no roads in the area used by the shorter courses. The longest course will use roads adjacent to the area – no under 16's to be allowed unaccompanied on this course.

Participants		
Clothing/shoes/equipment	Low risk - low severity	Competitors checked by Starter that they are correctly equipped.
Unexpected reactions/allergies	Low risk - low severity	First Aid Kit at registration, phone ambulance if required.
Competitors not returning	Low risk - high severity	Register maintained of starters, search procedure implemented if required.

Other people/activities in area		
Dog walkers	Low risk - low severity	Competitors to be made aware. (Organiser – NH)
Stranger Danger	Low risk – high severity	Small area with good visibility. Young inexperienced runners to be shadowed, accompanied by adults or to run in pairs. Advise not to talk to strangers unless wearing yellow BOF bib.
Other sports	Low risk - low severity	None planned on the fields during the event.

Weather		
Bad weather (wet/cold)	Medium risk - medium severity	Check clothing is appropriate for weather. (Starter) Cancel event if conditions poor.
Heat	Low risk - medium severity	Advise participants to be hydrated. (Organiser) Organiser (NH) to check weather forecast prior to event (As at 11/03/2016, forecast good)

Equipment		
Computer equipment	Low risk - low/medium severity	Cabling to be kept tidy, all connections to be secure.
Stakes (pointed to go in ground)	Low Risk – Low severity	Anyone carrying them to be advised to carry point down.

Examples of hazards with the potential to cause harm

NB: this list is not exhaustive; nor will all these be present. It is given as an aid to the person completing the risk assessment.

Area to be used: Indoors	Area to be used: Outdoors	Equipment:
• Floor surface • Other equipment/obstacles • Shared use (dining room / other activities)	• Uneven surfaces • Slopes/steps • Slippery surfaces • Tree roots/branches • Vegetation (prickly, stinging) • Wire / ruined fences • Walls to be climbed • Litter (glass, used needles) • Water (streams, rivers, ponds) • Cliffs / crags • Traffic (including road crossings) • Rail / tram lines • Mineshafts / caves • Military debris	• Pencils in hand when running • Pin punches • Cane tops • Tent guys • Electrical equipment – cables • Generators • Cooking equipment
Participants: • Clothing / shoes • Existing medical conditions • Unexpected reactions/allergies • Disorientation • Tiredness	**Other people / activities in area:** • Walking dogs • Cyclists • Horse riders • Forestry operations • Park maintenance • Shooting / archery • Golf • Stranger danger	**Weather:** • Cold / heat • Rain / snow / hail • Excessive wind • Lightning