



Sportshall Associates Ltd

Risk Assessment Equipment & Venues

www.sportshall.org

Risk Assessment for:

- Storage and setting out of equipment

Who / how affected:

- Athletes
- Officials
- Spectators

Injury caused by:

- Equipment not in use.
- Equipment not set out correctly.
- Equipment unsafe due to wear or damage.

Control measures:

- A competent person should set out all equipment in accordance with the Sportshall Athletics Guidelines.
- Equipment not in use should be stored safely in a designated area.
- All equipment should be checked before use to confirm that it is in a good serviceable condition.

Person responsible:

- Meeting director
- Officials

If control measures are implemented, risk is LOW

Risk Assessment for:

- Sports hall surface, track and field

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Wet floor
- Dirty or dusty floor
- Athlete or official
- Chalk on floor
- Dirty or wet shoes

Control measures:

- Ensure all athletes and officials are aware of the dangers of a wet sports hall surface. The event must stop if the sports hall surface becomes wet or unsafe.
- Ensure that all athletes and officials are aware of the dangers of a dirty/dusty sports hall surface. If young athletes' shoes are wet, muddy or unsafe, an official will inform the team managers that the young athlete will not be allowed to carry on competing until their shoes are clean and safe.
- Ensure all athletes and officials are aware of the dangers of chalk on the sports hall surface.
- Ensure that the chalk is controlled at the Vertical Jump area.
- Ensure that athletes and officials do not walk across track while races are taking place.
- Ensure that athletes and officials do not walk into field event areas while the field event is taking place.

Person responsible:

- Meeting organisers
- Facility staff
- Track and field officials
- Athletes

If control measures are implemented, risk is LOW

Risk Assessment for:

- Athletes and officials

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Collisions with other people
- Inappropriate footwear

Control measures:

- An announcement should be made prior to the start of a race that the race is about to take place.
- Starting officials should be positioned at an adequate distance away from the start.
- Officials should check that all athletes are wearing appropriate footwear before they start an event.

Person responsible:

- Meeting organiser
- Officials

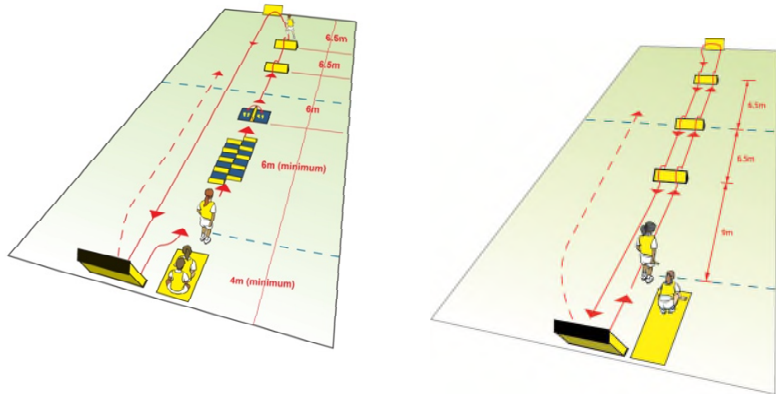
If control measures are implemented, risk is LOW

Risk Assessment for:

- Obstacle Race
- Over / Under Relay
- Hurdles Relay

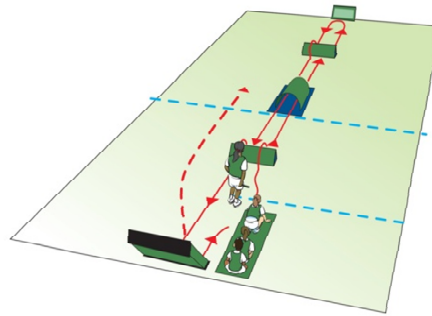
Who / how affected:

- Athletes
- Officials



Injury caused by:

- Incorrect setting out of equipment
- Unsafe equipment
- Tripping over equipment
- Athlete slipping on floor or equipment
- Collision with other athlete or official



Control measures:

- Reversable boards: should be of safe and sound condition and face the correct way up against wall. The boards must be placed against a flat surface and should make good contact with both the wall and the floor.
- Team/tumble mats: Mats must be clean of dirt and dust. The sports hall surface under the mat must be clean of dirt and dust.
- Hi-Stepper: All wedges should be placed correctly on the mat. The sports hall surface under the Hi-Stepper must be clean of dirt and dust.
- Speed Bounce Mat: The wedge should be placed on to the mat correctly. The sports hall surface under the mat must be clean of dirt and dust.
- Hurdles: Hurdles should be put together correctly and placed an adequate distance apart.
- Tunnels: Tunnels must be constructed correctly, ensuring the Velcro is secure against the tunnel top.
- For old style tunnels, tunnels must not be used without adequate sized floor mat, with the quick release straps being secured and placed correctly under base mat.
- Officials must stand clear of the athletes and only pick up hurdles when safe to do so.
- During the obstacle relay, the officials must stand on the speed bounce mat unless in use by the athlete.

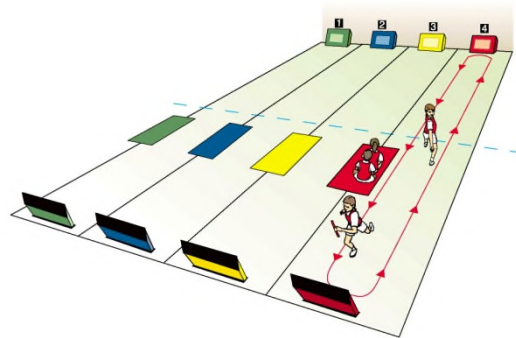
Person responsible:

- Meeting organisers
- Track officials

If control measures are implemented, risk is LOW

Risk Assessment for:

- Individual Races
- Relays including:
 - 1 + 1 Lap Relay
 - 1 + 2 Lap Relay
 - 2 + 2 Lap Relay
 - 6 Lap Paarlauf
 - 8 Lap Paarlauf
 - 4 x 1 Lap Relay
 - 4 x 2 Lap Relay



Who / how affected:

- Athletes
- Officials

Injury caused by:

- Incorrect setting out of equipment
- Unsafe equipment
- Tripping over equipment
- Athlete slipping on floor or equipment
- Collision with other athlete or official

Control measures:

- Reversaboard: should be of safe and sound condition and face the correct way up against wall. The boards must be placed against a flat surface and should make good contact with both the wall and the floor.
- Team/tumble mats: Mats must be clean of dirt and dust. The sports hall surface under the mat must be clean of dirt and dust.
- Batons?

Person responsible:

- Meeting organisers
- Track officials

If control measures are implemented, risk is LOW

Risk Assessment for:

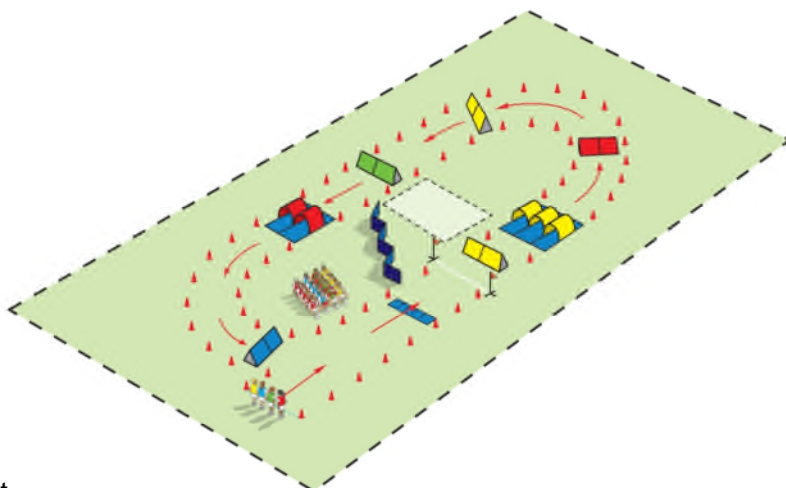
- Grand Prix

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Incorrect setting out of equipment
- Unsafe equipment
- Tripping over equipment
- Athlete slipping on floor or equipment
- Collision with other athlete or official
- Insufficient space
- Insufficient officials to marshal the event



Control measures:

- Team/tumble mats: Mats must be clean of dirt and dust. The sports hall surface under the mat must be clean of dirt and dust.
- Hurdles: Hurdles are put together correctly and are placed an adequate distance apart.
- Tunnels: Tunnels must be constructed correctly, ensuring the Velcro is secure against the tunnel top.
- For old style tunnels, tunnels must not be used without adequate sized floor mat, with the quick release straps being secured and placed correctly under base mat.
- Bean bags or Foam Batons should be used rather than a solid baton for safety reasons.
- The start, changeover and holding areas must be marshalled by competent officials to avoid confusion or collision.
- All equipment and course markings should be manned throughout the race to ensure no loose equipment is allowed to impede the athletes.
- The number of teams in each race can only be assessed by the meeting organiser based on space available, equipment available and the number of officials available to marshal the event.
- The course layout will depend on the above and the meeting organiser should liaise with the officials to ensure the final layout takes all the above into consideration.
- It is advisable to run no more than two teams per tunnel available upto a maximum of 6 teams per race

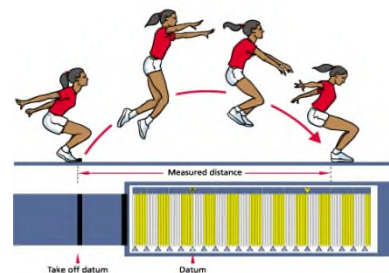
Person responsible:

- Meeting organisers
- Track officials

If control measures are implemented, risk is LOW

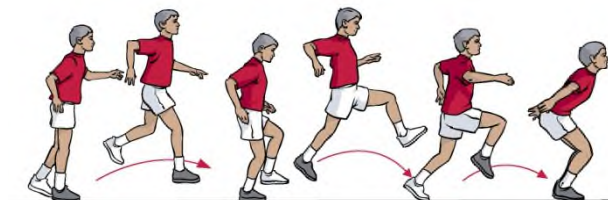
Risk Assessment for:

- Standing Long Jump (Junior mat)
- Standing Long Jump (Intermediate mat)
- Standing Long Jump (Competition mat)
- Standing Triple Jump (Portable mat)
- Standing Triple Jump (Modular mat - 8.5m / 10.5m)



Who / how affected:

- Athletes
- Officials



Injury caused by:

- Athlete slipping on dirty mat
- Athlete not jumping on mat
- Athletes twisting ankle on edge of mat
- Collision with wall or fixed apparatus
- Collision with other athlete or official
- Take off board not fixed to mat in correct position (St. Long Jump competition mat)
- Mats not fixed together correctly (St. Long Jump junior mat & St. Triple Jump portable mat)

Control measures:

- Standing Long Jump / Standing Triple Jump mats must be of an approved type.
- Mat must be clean and of sound condition.
- Mat must be positioned safely away from the walls or fixed apparatus.
- If hall is small then safety measures must be taken to avoid clashes with fixed apparatus or wall.
- Take-off board must be of sound condition. (SLJ competition mat).
- Mats should be fixed together as per instructions. (SLJ junior mat & STJ portable mat).
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the mat.

Person responsible:

- Meeting organiser
- Field officials

If control measures are implemented, risk is LOW

Risk Assessment for:

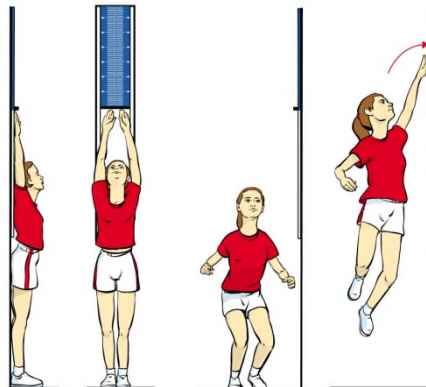
- Vertical Jump

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Athlete slipping on floor
- Vertical Jump falling off the wall
- Sharpe edges on the back plate
- Exhaustion
- Spillage of Powder



Control measures:

- Vertical Jump should be in a good condition.
- Vertical Jump should be secured to the wall by either screws or Velcro.
- The surrounding floor must be checked and cleaned at regular intervals to prevent the athletes slipping on the powder.
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the jumping area.

Person responsible:

- Meeting organiser
- Field officials

If control measures are implemented, risk is LOW

Risk Assessment for:

- Balance Test

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Athlete slipping off Balance Beam
- Tripping or slipping on equipment
- Balance Beam too close to wall or fixed apparatus
- Collision with other athlete or official
- Exhaustion



Control measures:

- Balance Beam should be placed within the Balance Beam mat.
- If the above isn't possible, additional safety mats should be used around the beam to prevent slipping.
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the mat.

Person responsible:

- Meeting organiser
- Field officials

If control measures are implemented, risk is LOW

Risk Assessment for:

- Speed Bounce

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Wedge not placed correctly on mat
- Tripping or slipping on equipment
- Athlete hitting wedge and falling onto floor
- Collision with other athlete
- Exhaustion



Control measures:

- Wedge should be placed onto mat correctly.
- Floor under the mat must be clean, dry and of sound condition.
- Athletes should be continuously monitored for signs of distress.
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the mat.

Person responsible:

- Meeting organiser
- Field officials

If control measures are implemented, risk is LOW

Risk Assessment for:

- Chest Push
- Target Throw

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Athletes' misuse of ball or beanbags
- Tripping or slipping on apparatus
- Misuse or target throw trays

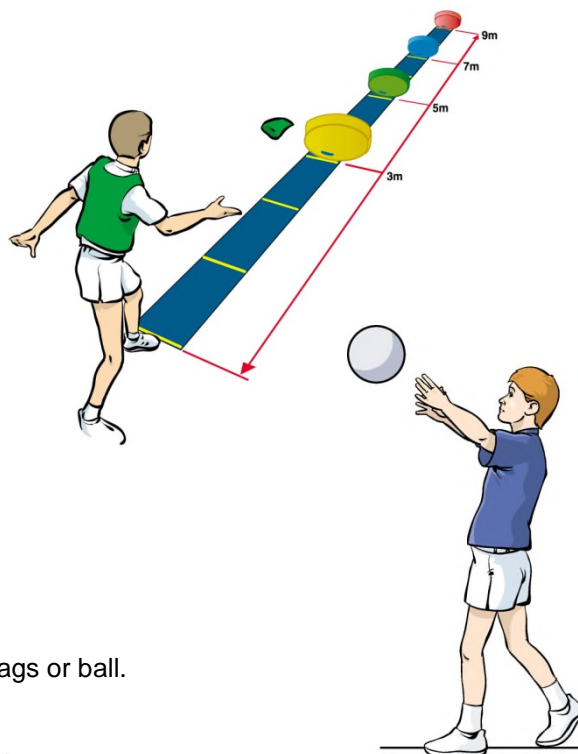
Control measures:

- Ensure the athlete is in control of the beanbags or ball.
- Monitor distance between other events.
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the mats.
- Athletes must remain behind the '0' line at all times

Person responsible:

- Meeting organiser
- Field officials

If control measures are implemented, risk is LOW



Risk Assessment for:

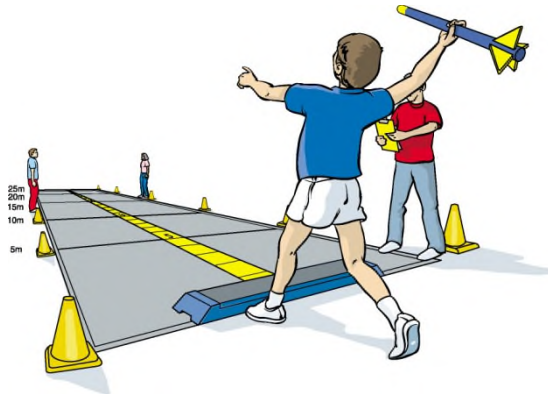
- Javelin

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Athletes misusing the javelin
- Athletes walking into the throwing area
- Tripping or slipping on equipment
- Officials standing in the throwing area



Control measures:

- The javelins must always be left in a secure position when not in use.
- Throwing area must be clear when competition is taking place.
- Athletes should understand the safety rules of throwing a javelin.
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the throwing area.
- Athletes must remain behind the '0' line at all times

Person responsible:

- Meeting organiser
- Field officials

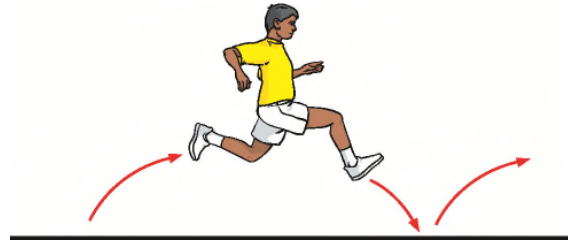
If control measures are implemented, risk is LOW

Risk Assessment for:

- 5 Strides

Who / how affected:

- Athletes
- Officials



Injury caused by:

- Athlete slipping on floor or mat
- Test area not correct distance away from wall or other obstructions
- Collision with other athletes or officials

Control measures:

- Measuring apparatus must be of an approved type.
- If using a 10m graduated measuring mat, athletes must jump to the side of the mat.
- Floor must be clean, dry and of sound condition.
- Test area must be safely away from the walls or fixed apparatus.
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the mat.

Person responsible:

- Meeting organiser
- Field officials

If control measures are implemented, risk is LOW

Risk Assessment for:

- Hi-Stepper

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Incorrect setting out of equipment
- Tripping over equipment
- Athlete slipping on floor or equipment
- Collision with other athlete or official
- Exhaustion



Control measures:

- All wedges are placed correctly on mat.
- Cones must be placed a suitable distance apart.
- Floor must be clean, dry and of sound condition.
- Test area must be safely away from the walls or fixed apparatus.
- Athletes should be continuously monitored for signs of distress.
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the running area.

Person responsible:

- Meeting organiser
- Field officials

If control measures are implemented, risk is LOW

Risk Assessment for:

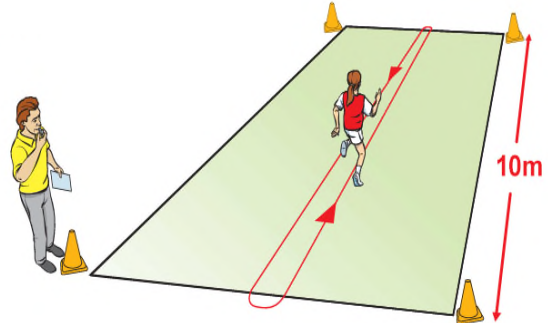
- Shuttle Run

Who / how affected:

- Athletes
- Officials

Injury caused by:

- Incorrect setting out of equipment
- Tripping over equipment
- Athlete slipping on floor or equipment
- Collision with other athlete or official
- Exhaustion



Control measures:

- Cones must be placed a suitable distance apart.
- Floor must be clean, dry and of sound condition.
- Test area must be safely away from the walls or fixed apparatus.
- Athletes should be continuously monitored for signs of distress.
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the running area.

Person responsible:

- Meeting organiser
- Field officials

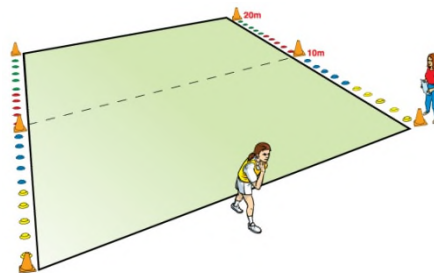
If control measures are implemented, risk is LOW

Risk Assessment for:

- Shot

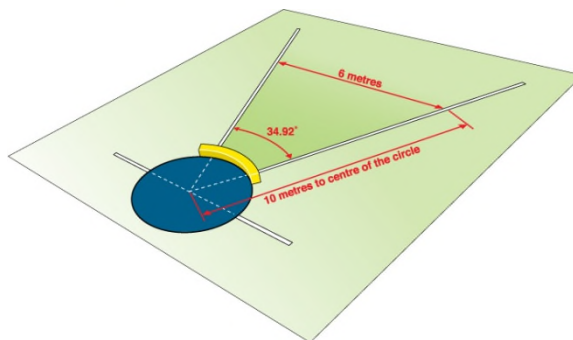
Who / how affected:

- Athletes
- Officials



Injury caused by:

- Incorrect setting out of equipment
- Tripping over equipment
- Poorly maintained equipment
- Athlete slipping on floor or equipment
- Collision with other athlete or official
- Misuse of shots



Control measures:

- Floor and shot sector must be clean, dry and of sound condition.
- Test area must be safely away from the walls or fixed apparatus.
- Shot circle should be in good condition.
- The use of chalk should not be permitted.
- Athletes should wear the correct footwear.
- Athletes must use the correct weight shot.
- Throwing area should be clearly marked.
- Landing mats could be used to absorb the impact of the shot.
- Barriers should be appropriately placed to prevent the shot from impeding other events.
- Shots not in use should be stored away and kept in a secure location.
- Athletes should be briefed as to the event rules.
- Athletes waiting their trials should be positioned away from the throwin area.

Person responsible:

- Meeting organiser
- Field officials

If control measures are implemented, risk is LOW