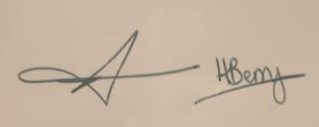


RISK ASSESSMENT		TETBURY GYMNASTICS CLUB	
Venue: Sir William Romney's School, Tetbury	Assessment by: Neal Berry & Helen Berry	Date: 18/04/2021	
Activity being assessed: Gymnastics sessions in gym hall		Review Date: 01/09/2026	



Hazard / Risk	Who is at Risk?	Control Measures <i>(Brief description and/or reference to source of information).</i>	Likelihood (See matrix)	Severity (See matrix)	Risk Rating (See matrix)
Gymnastics sessions a) Injury during set up / set down b) Injury during activity	Coaches Gymnasts	<ul style="list-style-type: none"> Gymnastics equipment setup / set down – only permitted with qualified and insured British Gymnastics coaches present. Springboards to be turned on their sides as soon as the other equipment around them has been moved. They should not be leant against walls/other equipment balanced on their short end. All gymnastics activities to be carried out in line with all best practice guidelines set out by British Gymnastics which all qualified coaches have been advised on during their qualification process. British Gymnastics club insurances in place and all coaches membership insurance in place before any activity happens in the gym. All gymnasts required to be coached by a suitably insured coach who is qualified to coach to the level of participation. Regular inspection and annual maintenance of all gymnastics equipment. Appropriate spotting aids, including crash mats and floor mats deployed throughout the entire gymnastics area (where appropriate). Full visual inspection of all apparatus and gymnastics area carried out at regular intervals throughout the session, and any irregularities or problems addressed. 	Unlikely	Minor	Moderate (4)

<p>Uneven bars</p> <p>a) Injury during set up / set down</p> <p>b) Injury during activity</p>	<p>Coaches Gymnasts</p>	<ul style="list-style-type: none"> • Set up and pack down of the uneven bars is done in line with the 'TGC Uneven bars safety sheet' which clearly defines which coaches can lead this set up and the minimum numbers of people to set up and pack down safely. • Final safety check by each coach before their group's use. • Coaches monitoring the equipment during use and reporting any issues immediately to the lead coach, stopping use until the issue is rectified. • Additional padding applied to anchor chains if other activity is taking place in close proximity. 	<p>Possible</p>	<p>Major</p>	<p>High (12)</p>
<p>High and low beams</p> <p>a) Injury during set up / set down</p> <p>b) Injury during activity</p>	<p>Coaches Gymnasts</p>	<ul style="list-style-type: none"> • Moving of beams to be done on wheeled trolleys. • Lifting of low beam in and out of storage to be done using a safe lifting technique. Manual handling posters displayed in the cupboard. • Lifting low beam on and off it's storage position to be done by a minimum of two people. 			
<p>Air track</p> <p>a) Injury during set up / set down</p> <p>b) Injury during activity</p>	<p>Coaches Gymnasts</p>	<ul style="list-style-type: none"> • Moved from storage area on wheeled trolley and at least two coaches to unroll. • Inflated and checked for damage before session begins. • Fan located to one side of the air track away from mounting points for gymnasts and inflating tube fully extended. • Set up with no trailing cables in walk-ways or activity areas. • Gymnasts must only use the air track under the instruction of a qualified coach. • Air track switched off and deflated when not in use. • Spotting aids and floor mats / crash mats at either end to prevent roll off injury. • To set down - Unplugged and disconnected first allowing time for the air to fully escape. At least two people fold and roll up and rolled onto the trolley. Wheeled trolley used to transfer the air track back to the storage area. 	<p>Possible</p>	<p>Minor</p>	<p>Moderate (6)</p>

<p>11-16 year old coaches / young leader / volunteers</p> <p>Injury - Children/young people are more at risk for injuries sustained at work due to youth and lack of experience in the workplace.</p>	<p>Young leaders / volunteers</p>	<ul style="list-style-type: none"> • Under 16 coaches / young leaders / volunteers will have completed the relevant application form, have completed any necessary checks eg. DBS / safeguarding and have British Gymnastics membership. • Young leaders / volunteers are counted within the number of allowed gymnasts within the session that they are supporting. • Young leaders should not undertake cleaning duties. • 14-16 year old coaches only undertake light cleaning duties. • Young volunteers/coaches always work under the direct supervision of the level 2+ coach. • Anyone under the age of 16 should not lift heavy equipment. 	<p>Unlikely</p>	<p>Minor</p>	<p>Moderate (4)</p>
<p>Fire</p> <p>Injury through burns / smoke inhalation</p>	<p>Coaches Gymnasts</p>	<ul style="list-style-type: none"> • Clear evacuation procedure as per SWR building evacuation plan - assembly point on field outside main window (immediately in front of main hall fire exit and to the left from corridor exit). • Procedure communicated to gymnasts at the start of each term. • Regular planned fire drills – minimum of twice a year (usually September and April). Records kept. • Access to fire exits kept clear at all times. • Door through to main hall to be checked as unlocked during set up. If not unlocked, caretaker to be contacted to request unlock and report to the Administrator. • Alarm system and fire extinguishers maintained by SWR. • Coaches main priority is to evacuate and maintain the safety of gymnasts and themselves. • Registers should be collected by lead coach and toilets checked and all gymnasts and coaches to be accounted for following evacuation. • Emergency services to be called if necessary. • No-one to return to the building until it is deemed safe by the lead coach. 	<p>Rare</p>	<p>Catastrophic</p>	<p>Moderate (5)</p>
<p>COSHH</p> <p>Injury caused by hazardous chemicals</p>	<p>Coaches Gymnasts</p>	<ul style="list-style-type: none"> • Refer to separate risk assessment for use of fogger and associated chemicals. • No other cleaning products to contain harmful or irritant chemicals. • All cleaning products to be stored securely during gymnastics session. • Disposable gloves and aprons to be worn when cleaning and disposed of safely once cleaning is complete. • Staff trained in club cleaning policies and procedures. 	<p>Possible</p>	<p>Moderate</p>	<p>Moderate (9)</p>

Illness / Accidents Injury	Coaches Gymnasts	<ul style="list-style-type: none"> At least one qualified over 18 first aider on site during all gymnastics activity. Appropriately stocked first aid kit available. Checked at the start of each new term and topped up accordingly. Emergency contact numbers readily available but in line with GDPR. Accidents/injuries recorded using first aid forms and communicated to parents/carers. All accidents/injuries to be reviewed and reported under RIDDOR and to British Gymnastics as necessary. Club keeps anonymised record of accidents/injuries/near misses to make improvements. 	Likely	Minor	Moderate (8)
Infectious diseases For example, Covid-19	Coaches Gymnasts	<ul style="list-style-type: none"> Parents/carers advised that gymnasts must not attend with any COVID symptoms. Gymnasts should be made aware to notify coaches if they feel unwell during the session. Gymnasts are advised to bring their own named water bottle. Gymnasts have a designated box for their belongings. Encourage coughing/sneezing into crook of elbow. 	Unlikely	Major	Moderate (8)
Storage cupboard door Injury - can close on its own.	Coaches Gymnasts Volunteers	<ul style="list-style-type: none"> Safety bolt should be fixed in place as soon as the door is opened to prevent the mechanism from closing. 	Possible	Minor	Moderate (6)
Safeguarding of young people a) Child presents with signs of abuse, etc. b) Young person removed from the building.	Young coaches/ volunteers Gymnasts	<ul style="list-style-type: none"> British Gymnastics safeguarding policy in use. Coaches trained in safeguarding. The club has three Welfare Officers with additional training to manage any concerns raised. Entry door locked during sessions to prevent escape. Gymnasts wishing to use the toilet facilities may do so alone, however coaches should be vigilant of this. School staff remaining in the building after school hours are DBS checked. 	Unlikely	Major	Moderate (8)

REVIEWS:		
DATE OF REVIEW: 06/09/2021	REVIEWED BY: Anne Anderson	COMMENTS: Reduced Covid restrictions and a move back to the school gym means this risk assessment has been updated.
DATE OF REVIEW: 29/08/2022	REVIEWED BY: Anne Anderson	COMMENTS: Reduced Covid restrictions further.
DATE OF REVIEW: 04/09/2023	REVIEWED BY: Anne Anderson	COMMENTS: Added cupboard door line.

DATE OF REVIEW: 22/09/2023	REVIEWED BY: Anne Anderson	COMMENTS: Line about spring board safety added following an injury to a coach.
DATE OF REVIEW: 06/09/2024	REVIEWED BY: Anne Anderson <i>SAAnderson</i>	COMMENTS: Added bars safety guidance info, added safeguarding line, plus general update.
DATE OF REVIEW: 01/09/2025	REVIEWED BY: Anne Anderson <i>SAAnderson</i>	COMMENTS: General update.

		Consequences				
		Insignificant (1) No injuries / minimal financial loss	Minor (2) First aid treatment / medium financial loss	Moderate (3) Medical treatment / high financial loss	Major (4) Hospitalable / large financial loss	Catastrophic (5) Death / massive financial loss
Likelihood	Almost Certain (5) Often occurs / once a week	Moderate (5)	High (10)	High (15)	Catastrophic (20)	Catastrophic (25)
	Likely (4) Could easily happen / once a month	Moderate (4)	Moderate (8)	High (12)	Catastrophic (16)	Catastrophic (20)
	Possible (3) Could happen or known it to happen / once a year	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Unlikely (2) Hasn't happened yet but could / once every 10 years	Low (2)	Moderate (4)	Moderate (6)	Moderate (8)	High (10)
	Rare (1) Conceivable but only on extreme circumstances / once in 100 years	Low (1)	Low (2)	Low (3)	Moderate (4)	Moderate (5)