



Haverstock Fencing Club

Haverstock School, 24 Haverstock Hill, Chalk Farm, London NW3 2BQ

Risk Assessment

Activity: Fencing
Date: July 2020
Review date: As required

Hazard	Who may be harmed	Control Measure	Risk rating after control measure	Person/s responsible
Weather				
Heat	Participants Coaches	Coaches to ensure that participants are provided with opportunity to rest during the session Coaches to slow the pace of the session down if the heat is excessive Coaches to remind adult participants to provide themselves with water. Coaches to remind parents to provide children with water. Coaches to keep vigilant for signs of hyperthermia, dizziness, erratic or irrational behaviour. Special vigilance to be exercised with adults and children (where parents have notified the club)	Low	Facility operator Coaches



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		with special needs/learning difficulties/medical conditions likely to be adversely affected by heat. Children to be accompanied if leaving the gym to fetch water from drinking fountain outside		
Terrain				
Access by non-participants	Participants Non-participants Coaches	Fencing activity to take place in clearly defined area Coaches to advise Kajima immediately if there is access by unauthorised personnel Kajima to ensure security Participants to abide by arrangements made for their security.	Low	Facility operator Coaches
Slips, Trips, Falls	Participants Coaches	Coaches to perform a visual inspection of the fencing facility before starting the activity to make sure it is free from clutter and loose items. The floor area to be flat. Kajima to ensure floor in suitable condition for hire.	Low	Facility operator Coaches
Venue fixtures	Participants Coaches	Coaches to check that there are no obstructions that may impede the session. Coaches to ensure that activity is conducted in the area designated for the purpose. Kajima to ensure floor and hall in suitable condition for hire.	Low	Facility operator Coaches
Equipment				
Weapons use	Participants	Coaches to brief participants before starting	Low	Coaches



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	Coaches	Coaches to stop activity immediately if any unauthorised entry is gained to the area All coaches hold appropriate fencing qualifications Coaches to ensure that all participants are wearing correct uniform and that girls are provided with chest protection Coaches to control access to and use of epees All weapons kept in locked cabinet. Keys held by coaches only. Full kit to be worn by participants when fencing electric as per BFA guidelines.		Participants Haverstock School staff
Equipment failure	Participants	Coaches to conduct a visual inspection of all equipment prior to use Coaches to maintain ongoing vigilance throughout session Head coach to control a regular inspection of club equipment and special inspection where necessary.	Low	Coaches Participants
Unsupervised access to equipment	Participants Coaches	Equipment secured in locked store accessible only to coaches Coaches to brief participants not to handle equipment unless told to do so by a coach Coaches to ensure that club session equipment is issued in a controlled manner and not left unattended at any time. Kajima to ensure security	Low	Facility operator Coaches Participants Haverstock School staff.



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Other				
Muscle injury	Participants	Coaches to run appropriate warm up and warm down sessions Coaches to monitor technique throughout session and correct poor technique	Low	Coaches
Violence/Aggression	Participants Coaches	Coaches to explain rules of conduct during session and regulate behaviour according to club policy and procedure Participants to adhere to club policies and procedures. Unauthorised personnel asked to leave. Kajima to ensure security	Low	Coaches Participants Facility operator
Accident/Incident	Participants Coaches	Two coaches to teach at all times to cover in case of accident. First Aid available at Reception of school Coaches are First Aid qualified	Low	Coaches
Fire	Participants Coaches	Practice Hall has three exits Coaches to ensure all children evacuated safely in emergency Kajima to ensure emergency evacuation arrangements in place.	Low	Facility operator Coaches
Abuse				
Abuse by participants towards participants	Participants	Coaches to explain rules of conduct in during session and regulate behaviour. Exclude where necessary but as last resort. Participants to abide by club policies and procedures.	Low	Coaches Participants Committee Welfare Officer



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Abuse by participants towards coaches	Participants Coaches	Coaches to explain rules of conduct during session and regulate behaviour. Exclude where necessary but as last resort. Participants to abide by club policies and procedures.	Low	Coaches Participants Committee Welfare Officer
Abuse by coaches towards participants	Participants Coaches	Agreed codes of behaviour, CRB checks, only qualified coaches used, coaches not left on own with participants, open gym space used. Coaches to abide by club policies and procedures.	Low	Coaches Committee Welfare Officer
Abuse by parents towards participants/coaches	Participants Coaches	Coaches to explain rules of conduct during session and regulate behaviour. Exclude where necessary but as last resort. Parents to abide by club policies and procedures.	Low	Coaches Parents Committee Welfare Officer
False allegations	Coaches Club	Agreed codes of behaviour, CRB checks , only qualified coaches used, coaches not left on own with participants, open gym space used.	Low	Coaches Committee Welfare Officer

Note

This risk assessment should be reviewed regularly and before each away visit.

A separate assessment should be obtained for the away venue.

If the event is contracted out then a reputable contractor must be identified and regulatory checks made on suitability and conformity.

Further information can be obtained from the BFA website. <https://www.britishfencing.com/welfare-zone/welfare-club-resources/>