

RISK ASSESSMENT FOR:	Karate Club	ASSESSMENT REF No:	
ASSESSED BY:	Chris Renshaw	VALIDATED BY	ASSESSMENT DATE: Sept 2013
DESCRIPTION OF ACTIVITY	Official karate competitions & formal training	REVIEW PERIOD: Annual	Review Date: Sept 2013

Hazard	Who might be harmed and how	Existing Control Measurers	Risk with existing control measurers	Additional preventative measurers	Who is responsible for implementing and when	Risk with control and additional measurers	Result
No first aid facilities available & accidents not reported	Club members becoming injured with no access to first aid facilities.	All University facilities have a fully qualified first aider on site at all times. Club officials to make themselves and club members aware of first aid facilities, local H&S requirements and emergency procedures at all external venues before taking part in matches/training sessions.	Low	Club to have at least one nominated first aider at all sessions, who has attended a recognised first aid course. All accidents must be reported & recorded at site where they occur or reported directly to SPORT Head Office.	Club Safety Officer and officials at the start and throughout each semester.	Low	A
Club does not operate within guidelines of AU Club Health & Safety policy. Club members unaware of policy or associated risk assessments	Club members being subject to unnecessary risks/hazards	Club operates within guidelines of AU H&S policy. All members made aware of both AU H&S policy, individual club H&S policy and all associated risk assessments.	Low		Club Safety Officer and officials at the start and throughout each semester.	Low	A
No one person directly responsible for club safety	Club members being subject to unnecessary risks/hazards	Club has nominated Safety Officer for ensuring safety of members	Low	Deputy Head of Sport can be consulted about H&S at any time.	As above	Low	A
Potential risks/dangers associated with participating in this activity	Club members by being unaware of potential dangers associated with this activity	Club officials make all members aware of any potential risk/dangers associated with this activity	Low	Club Safety Officer & officials to keep club members informed of any changes to H&S regulations/procedures.	As above	Low	A

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Returning to sport too early following injuries.	Club members by returning to sport before fully fit to do so.	All club members advised that returning to sport too early after injury is inadvisable	Low	All club members have access to physiotherapist	As above	Low	A
Official matches and formal practice sessions not supervised by qualified coach or responsible club official	Club members receiving inappropriate training leading to unnecessary injuries	Qualified coach or responsible club official in attendance at all official matches/training sessions	Low		As above	Low	A
Initiations	Club members being subjected to unnecessary risks/hazards during club initiations.	All club members made aware that the University of Manchester does not condone any kind of 'initiation' activity or situation that involves a participant being forced into carrying out an involuntary act, whether this involves the consumption of alcohol or any other action	Low	Universities stance on initiations spelled out to all club officials at Club Officers training day	As above	Low	A
Club members exposing themselves in a public place, for whatever reason i.e. streaking	Club members being subjected to unnecessary risks/hazards	Anyone exposing themselves in a public place, for whatever reason i.e. streaking, could find themselves in breach of the Child Protection Act, and ultimately on the sex offender list!!!	Low	Club officials to remind members of the possible consequences of exposing themselves in a public place i.e.streaking	As above	Low	A
Travelling to and from matches/training sessions by unauthorised means	Club members being subjected to unnecessary risks/hazards when travelling to and from matches/training sessions	All organised travel takes place according to SPORT travel guidelines	Low	Advice on all forms of travel can be gained from SPORT Head Office	As above	Low	A

Hazard	Who might be harmed and how	Existing Control Measurers	Risk with existing control measurers	Additional preventative measurers	Who is responsible for implementing and when	Risk with control and additional measurers	Result
Appropriate clothing/protective equipment not worn	Club members being subjected to unnecessary risks/hazards	All club members are required to wear appropriate clothing/protective equipment as recommended by the clubs NGB	Low	Advice on appropriate clothing/protective equipment can be obtained via NGB or Deputy Head of Sport	As above	Low	A
Checks not carried out on playing surfaces prior to official matches/practice sessions taking place	Club members being subjected to unnecessary risks/hazards	Club officials to check playing surfaces for suitability before commencement of matches/practice	Low	All University facilities subjected to recorded H&S checks by SPORT staff. Clubs to inform SPORT staff of any problems regarding playing areas/ equipment	As above	Low	A
Club does not operate within guidelines set out by its National Governing Body	Club members being subjected to unnecessary risks/hazards	Club Officers make themselves aware of all the guidelines recommended by their National Governing Body and operate within them at all times	Low	Clubs who are unsure of their NGBs guidelines or requiring any help regarding H&S can consult SPORT staff at Head Office any time	As above	Low	A
Club unaware of any members disability, or are aware but do not know what reasonable adjustments they should make to enable them to participate in the clubs activities.	Club members being subjected to unnecessary risks/hazards	Clubs to ask all members to make them aware of any disability which could effect the Health & Safety of themselves or others	Low	Club advised to seek advise from the University Disability Unit on any matter regarding a members disability - disability@manchester.ac.uk	As above	Low	A

IT IS THE CLUBS RESPONSIBILITY TO CHECK ANY CHANGES TO H&S ADVISED BY THEIR NGB, AND ADD THESE + ANY SPECIFIC LOCAL RISKS ASSOCIATED WITH THEIR CLUB, BELOW

Hazard	Who might be harmed and how	Existing Control Measurers	Risk with existing control measurers	Additional preventative measurers	Who is responsible for implementing and when	Risk with control and additional measurers	Result
Physical injuries or health risks during training from contact (e.g. Strains & sprains, concussion, broken bones, joint dislocation, loss of teeth, cuts, bruises, blisters)	Club members and instructors being subject to physical harm or health risks.	Use of personal protective equipment (gum shields, groin and chest protectors, sparring mitts). Removal of jewelry. Keeping finger and toe nails short. Thorough warm up before every training session.	Medium	Two club officers are first aid trained. There is always access to a first aid kit during training sessions. Instructor places additional emphasis on teaching members control and discipline. Careful supervision of session by Instructor. All members required to complete health survey.	Club Safety Officer, club officials and Instructor at the start and throughout each semester.	Medium	A

Hazard	Who might be harmed and how	Existing Control Measures	Risk with existing control measures	Additional preventative measures	Who is responsible for implementing and when	Risk with control and additional measures	Result
Physical injuries or health risks during training from non-contact (e.g. Slips/trips, strains, sprains, broken bones, joint dislocation, cuts, broken skin,	As above	Use of personal protective equipment (gum shields, groin and chest protectors, sparring mitts). Removal of jewelry. Instructing members to maintain low nails. Thorough warm up before every training session.	Low	Two club officers are first aid trained. There is always access to a first aid kit during training sessions. Instructor places additional emphasis on teaching members control and discipline. Careful supervision of session by Instructor. All members required to complete health survey.	Club Safety Officer, club officials and Instructor at the start and throughout each semester.	Low	A
Physical injuries or health risks during competition	Club members, Officials, Venue staff, spectators	Club to adhere and operate within the safety regulations set out by the KUGB (our NGB). Can be found here: http://www.kugb.org/kugb-health-safety.php	Low		KUGB National Executive and Safety Officials.	Low	A
Environmental Hazards (slips/trips, fire, electric shock, lighting/visibility, impact from unstable objects, cuts from sharp objects)	Club members, Instructors, visitors, members of public and sports centre staff being subject to unnecessary physical harm.	Ensure floor is in good condition, free of obstacles and not wet. All members to be aware of fire escapes and evacuation procedure. Any electrical equipment to be unplugged and removed from training area. Lights to be adequate enough for safe training and emergency exits. Unstable objects, such as chairs, are to be removed from the training area or segregated if removal is not possible.	Low	All club members to adhere to the health and safety regulations of the sport centre.	Club Safety Officer, club officials, Instructor and Sports centre staff at the start and throughout each semester.	Low	A

Name: Position in club: Date: Signature:	Name: Position in club: Date: Signature:	Name: Position in club: Date: Signature:	Name: Position in club: Date: Signature:
Result	A = Adequately controlled		
A	N = Not adequately controlled; action required		

