

**RISK ASSESSMENT TEMPLATE FOR OPM RFC**

**Activity Assessed: General Safety (Internal areas)**

**Assessment Date:**

**APPENDIX 'D'**

**Name of Assessor:**

**Review Date:**

Ref No.	Hazard	Persons at Risk and How They Might be Harmed	Controls Currently in Place	Further Controls Recommended	Risk Rating	Action by Whom	Action by Date	Completed Date
001	<b>Slips, Trips and Falls</b>	Volunteers, Players, Visitors, Children.  Injury due to slipping or tripping (bruises cuts etc.)						
002	<b>Electrical</b>	Volunteers, Players, Visitors, Children.  Injury due to electrocution, shock, fire.						
003	<b>Hazardous Substances</b>	Volunteers, Players, Visitors, Children.  Injury caused by coming into contact with, swallowing or inhaling harmful substance.						
004	<b>Broken Glass</b>	Volunteers, Players, Visitors, Children.  Injury from cuts or infection.						
005	<b>Poor Lighting</b>	Volunteers, Players, Visitors, Children.  Injury from slips, trips and falls.						
006	<b>Use of Ladders or Steps</b>	Volunteers, Players, Visitors, Children.  Injury from falls or being struck by falling objects.						

007	<b>Fire Safety</b>	Volunteers, Players, Visitors, Children.  Injury from burns, inhalation of smoke, shock.						
008	<b>Broken furniture</b>	Volunteers, Players, Visitors, Children.						

**Risk Rating Key**

<b>High</b>	Death or permanent disability likely
<b>Medium</b>	Serious but reversible injury or health effect likely
<b>Low</b>	Minor injury or health effect likely

**Notes for Assessor**

Where an existing control is identified but is not yet implemented, it should be moved to the 'Further Controls Recommended' and then the 'Action' boxes completed with a timescale. The residual risk level should be reduced to a level which is as 'low as reasonably practicable'. If a control is not included in the 'Controls Currently in Place' but the club has implemented it, then it should be added into that column.

If a control or hazard is not applicable, then it should be deleted from the assessment form. Do not leave hazards or controls on the form that do not apply. This will only confuse people who read the assessment.

The assessment should be revised at least once a year. Additionally, it may need to be revised if the assessment is no longer considered valid (for example if the club has had repair or refurbishment work undertaken) if there has been an accident or if there has been a change to legislation that may apply.

Copies of risk assessments should be kept available in the club and should be read by anyone who needs to read them.