

**UNIVERSITY of OXFORD SPORTS DEPARTMENT****OXFORD UNIVERSITY Aikido****DATE: - Sep – 17****RISK ASSESSMENT**

<b>Who might be harmed</b>	<b>HAZARD</b>	<b>Risk</b>	<b>Control Measure in place</b>	<b>Further Risk reduction required Y / N</b>
Participants	Training / Competition	Sprains, Stains Breaks, minor injuries	<p>Participants encouraged to disclose any injury's or medical conditions before activity starts</p> <p>Training and competitions to be structured in conjunction with NGB guidelines and best practise.</p> <p>Participants encouraged to wear appropriate clothing and to ensure that all finger and toe nails are cut short before participating in training.</p> <p>Training begins with a regular warm-up led by instructors. Those arriving late to a practice encouraged to warm-up adequately before joining the class.</p> <p>When pain is experienced during the application of a pin, the receiving partner should submit by clearly tapping the mat, and the applying partner should immediately release the pressure on the joint. The importance of submitting when in pain or discomfort should be emphasised to beginners early on.</p> <p>Limb dislocations may occur as the result of an awkward fall, either from the loss of balance or from application of a throwing technique. The importance of proper <i>ukemi</i> (break-falling) must be emphasised to beginners, and frequent practice should be encouraged as part of the regular class warm-up.</p>	N

			<p>careful attention to others practising in the Dojo, and the Dojo capacity is not exceeded.</p> <p>First Aid kit and First Aider available at reception at Iffley Road Sports Centre, Blood spillages should be cleaned immediately.</p> <p>All injuries to be reported to Sports Safety officer by the Club Committee.</p>	
Participants	Unqualified / insured instructors / coaches	Unsafe practice	Club Committee to ensure that all instructors is qualified, insured and BAF/BUAF approved. All qualifications and Insurance information are logged with OU Sports Federation.	N
Participants	Equipment failure	Minor / major injuries	<p>Mats should be inspected periodically for damage, especially at the edges, and the importance of proper <i>shikko</i> technique should be emphasized to beginners early on. Damaged mats should be removed or replaced if necessary. Faults should be reported to the Facilities Manager as and where they arise.</p> <p>Club Committee to ensure that wooden 'weapons' (<i>bokken, jo, knives</i>) are regularly inspected and in good condition.</p> <p>Participants to be trained in proper 'weapon' use.</p>	N
Participants	Slips, trips , falls	Minor injury	Club Committee to ensure that the facilities are clean and fit for purpose	N
Participants	Fire	Burns / fatality	Club Committee to ensure a safety brief at the beginning of sessions includes what to do in the event of a fire, location of nearest exits, fire assembly points.	N
Participants Public	Travel	Major incident / accident , Fatality	Club Committee to check the insurance of car drivers. Drivers to comply with current Road Safety Laws and have a full driving licence.	N

			<p>Hire vehicles drivers MUST have passed the University accredited driving course. Drivers must be 21 or over. Trip resignation forms to be sent to the Sport Federation no later than 5pm on the Thursday before the fixture. Sports fed will forward the form to security services.</p> <p>The registration form for trips aboard MUST be sent a minimum of 1 month prior to the trip departing. Club Committee to supply Safety officer with travel insurance details and trip Risk Assessment.</p> <p>In the event of a major accident security services must be contacted 01865 289999</p>	
Participants	Drugs and Alcohol	Minor / Major injury	The Consumption of alcohol and non prescribed drugs is prohibited	N

## **RECOMMENDATIONS FOR RISK REDUCTION**

Action	By When?	By Whom?	Completed

Club President ...Peter Fulla ..... Date .....

Club Secretary ...Anna Barona ..... Date .....

Health and Safety Officer ...Bianka Pal ..... Date .....

### **RISK ASSESSMENT REVIEW**

Date	Comments	Actions	Completed

Club President ...Peter Fulla ..... Date .....

Club Secretary ...Anna Barona ..... Date .....

Health and Safety Officer ... Bianka Pal ..... Date