

### RISK ASSESSMENT FORM – OXFORD UNIVERSITY SPORT

Separate Risk Assessments will be required for Generic Club Activities and Overseas/UK Trips and Tours  
(See <https://www.sport.ox.ac.uk/club-support>)

<b>SPORTS CLUB</b>	Aikido		
<b>NAME OF PERSON COMPLETING THIS RISK ASSESSMENT</b>	Nick Belshaw	<b>DATE OF ASSESSMENT:</b>	27/5/22
<b>NAME OF PERSON SIGNING THIS RISK ASSESSMENT (ONE FROM; CLUB PRESIDENT, SECRETARY OR CLUB H&amp;S OFFICER)</b>	President  Charlie Chuck	<b>SIGNING OFF DATE:</b>	27/5/22
<b>DESCRIBE/OUTLINE THE EVENT THAT IS UNDER ASSESSMENT: (use this box to summarise the event)</b>			
Aikido Practice			

**NOTE** - In line with University Policy statement (S5/08 - <http://www.admin.ox.ac.uk/safety/policy-statements/s5-08/>), identify all hazards associated with the activity, the individuals who might be harmed (both University and non-University personnel) and the known existing controls. Then assess the resulting risk in relation to the following system and identify what, if any, further actions are required.

RISK MATRIX		LIKELIHOOD			
		High (4)	Medium (3)	Low (2)	Remote (1)
CONSEQUENCES	Severe (D)	High	High	Medium	Low
	Moderate (C)	High	Medium	Medium / Low	Effectively Zero
	Insignificant (B)	Medium / Low	Low	Low	Effectively Zero
	Negligible (A)	Low	Effectively Zero	Effectively Zero	Effectively Zero
<b>HAZARD</b> (Cause and consequences)	<b>AFFECTED GROUPS</b> (e.g. players,	<b>CONTROL MEASURES IN PLACE</b> (below is guidance only –	<b>RISK</b> (Club to insert.	<b>SUGGESTED FURTHER ACTION(S)</b> (this section <u>needs</u> to be completed where risk is determined to be	

	coaches, spectators, officials)	change/adapt as appropriate)	See risk matrix above)	<b>medium/low, medium or high.</b> Where risk is determined to be <b>low, effectively zero</b> , this is optional)
<b>Location</b> <i>Dojo, Iffley Rd Sports Center</i>				
<b>Indoor hazards - general</b> minor / major injury caused by: <ul style="list-style-type: none"> <li>• Lack of lighting</li> <li>• Temperature or ventilation</li> <li>• Inappropriate space</li> <li>• Slip, trips falls</li> <li>• Fire – access to exits</li> <li>• Damaged surfaces</li> </ul>	Participants, spectators, instructors	Lighting, Heating all appropriate  Practice area matted to avoid fall injury. Normal practice for Aikido.  Door does not open onto matted area.  Mats checked for damage and cleanliness before use.	C1	In event of any serious injury/incident:  Iffley Road, inform duty staff (via reception)  Accidents to be reported to <a href="https://oxforduni-remoteforms.info-exchange.com/Incident">https://oxforduni-remoteforms.info-exchange.com/Incident</a>
<b>Slips, Trips and Falls</b>  Potential of minor to major injury.	Participants, spectators, coach/instructor, officials	Report any problems to facility staff and warn activity participants. .  Drinks to be consumed and stored away from activity area.	D2	As above

<p><b>Fire/Smoke Inhalation</b> May lead to minor/major injury or fatality</p>	<p>Participants, spectators, instructors</p>	<p>All should acquaint themselves to nearest fire exits and assembly point. Follow instructions from facility/accommodation and/or EMS personnel particularly if evacuating.</p>	<p>D1</p>	<p>As above</p>
<p><b>Equipment</b></p> <p><b>Aikido weapons</b></p> <p>Poorly maintained equipment may lead to injury whether club or personally owned.</p>	<p>Instructors Participants</p>	<p>All weapons should be visually checked before use.</p> <p>Any equipment found to be in an unsafe condition to be removed</p> <p>Owners of personal equipment should be reminded they are responsible for the maintenance, safety and security of their own equipment.</p>	<p>C2</p>	<p>As above</p>
<p><b>Welfare</b> (also see Exhaustion/Dehydration and Safeguarding)</p> <p>Mental Health Wellbeing Training level</p>	<p>Participants instructors</p>	<p>Overtraining /Dehydration Stress Bullying Follow NGB Welfare guidance</p> <p>Club/coach should not put pressure on any individual(s) to put themselves at risk</p>	<p>C2</p>	<p>National Governing Body Designated Welfare Lead</p>

<p><b>Exhaustion /Dehydration</b> (also link to Welfare)</p> <p>Possible causes: Dehydration Overtraining Lack of sleep</p>	<p>Participants</p>	<p>Players to have access to water/appropriate fluids if needed.</p> <p>Water fountains are available at Iffley Road.</p> <p>Breaks given for rehydration in strenuous training</p> <p>Have medical support in place.</p> <p>Refer to Welfare where appropriate.</p>	<p>C1</p>	<p>Ref Iffley Rd facilities + staff</p>
<p><b>Safeguarding</b> (relates to <b>any</b> activity involving under 18s and/or vulnerable adults)</p> <p>No under-18s</p> <p>Adults only. May have vulnerable adults present</p>	<p>Instructors Participants</p>	<p>Club representative to ensure age limitation compliance</p> <p>Coach etc and club are aware of and follow NGB and University safeguarding policies including an appropriate DSL person and procedures in place for concerns/reporting.</p>	<p>B2</p>	<p>As above</p>
<p><b>Management of Injuries /Illness (incl first aid)</b></p> <p>Blood spills – mat cleaning</p> <p>Reporting of incidents</p>	<p>Instructors Participants</p>	<p>Inform duty facility staff in event of participant(s) suffering injury or illness during activity. First aider will assess and respond accordingly.</p>	<p>D2</p>	<p>As above</p>

<p>/accidents / near miss to University</p>		<p>Remind all participants to make instructors aware of any medical conditions</p> <p>Appropriate materials available for cleaning blood spills. Gloves, tissues, antiseptic spray.</p>		
<p><b>Training specific injury risks breaks, sprains, concussion</b></p> <p>Bad falls, inappropriate practice, collision between participants</p> <p>Failure to recognise, treat and manage concussion may result in severe injury / fatality.</p> <p>Note - Some symptoms of concussion; Headache Dizziness Feeling sick or vomiting Memory Loss Unusual Behaviour Vision Issues</p> <p>Broken bones and sprains</p>	<p>Participants</p>	<p>Instructor sets class teaching at appropriate level for participants.</p> <p>Mat area sufficient for number of participants. Overcrowding to be avoided.</p> <p>Seek immediate first aid in event of concussion or even suspected concussion or if in doubt!</p> <p>Liaise with first aider and have someone stay with injured party (incl if transferred to hospital).</p> <p>Signpost to relevant parties ASAP such as SSO, College.</p> <p>Monitor condition before allowing return to activity (in line with NGB guidelines).</p> <p>Participant to stop immediately if he/she feels unwell on return to activity.</p> <p>Any training injuries – practice to be stopped and immediate</p>	<p>D2</p>	<p>Training in Iffley Rd Sports Centre, seek assistance from qualified medical staff</p>

		assistance sought.		
<b>COVID virus</b> Requirements are changing as national regulations evolve. Ensure compliance with NGB and University Sports recommendations.	All	Remind participants of current virus regulations	C2	