

REDCAR & ESTON SCHOOL SPORT PARTNERSHIP RISK ASSESSMENT

As required by the Health and Safety at Work Regulations 1999

Activity: Change4Life Festival **Department:** Redcar & Eston School Sports Partnership

Date: 18th & 19th November 2026 **Assessment Completed By:** Katherine Holden

Venue: Eston Leisure Centre **Who is at Risk?:** KS2 Pupils, Sports Leaders & Staff

HAZARD		RISK					CONTROL MEASURES	
Identified Hazards	Hazard Effect	Probability L. M. H.	X	Severity L. M. H.	=	Level of Risk	Actions Taken to Reduce Risk	Residual Risk L. M. H.
Lifting & Handling	Partnership Staff & Sports leaders	L	X	M	=	M	Staff, leaders & assistants to set up and dismantle equipment. All equipment checked for faults & appropriate equipment used.	L
Obstructions	All group members	L	X	L	=	L	Activity area checked for suitability. Hazards identified. Appropriate warnings and notices displayed. Pupils always supervised. Group briefed about tripping over equipment and watching where they are going.	L
Medical Emergency	All group members	L	X	M	=	M	Qualified First Aiders present. Telephone for emergencies available. Register of children on site & all medical details known. First Aid boxes available. On site written procedures for medical emergencies checked.	L

Collision	All group members	L	X	L	=	L	Qualified coaches and assistants delivering. Number of children limited for each activity. Pupils under control and behaving in an appropriate manner.	L
Playing Surfaces	Pupils taking part	L	X	L	=	L	Venue checked before use. Pupils briefed on safety before they take part. Group kept under control within the playing area specified for the activity.	L
Fire	All group members	L	X	H	=	M	On site written fire procedures checked. Exits and signs checked. Extinguishers identified and checked. All group members briefed on evacuation procedures.	L
Electrical Supply	All group members	L	X	H	=	M	Electrical fittings checked. Electrical equipment protected and tested. Identified users only to use equipment.	L
Venue (Open to Public)	All group members	L	X	H	=	M	All pupils will be told in the briefing not to wander around the site or talk to any members of the public. Any reason for leaving the sports hall e.g. toilet trips will be accompanied and supervised by a member of school staff. Pupils will be expected to stay in the area allocated to their activity. Staff accompanying the pupils will have responsibility for their own pupils and ensure the pupils abide by these rules.	L

FURTHER CONTROLS:

- First aid kit on site and qualified first aiders with a mobile phone.
- All school staff to have consent and medical information on all children.
- School staff to be responsible for their group whilst at the event - need adequate ratio of staff to children.
- Suitable clothing and footwear for sports activities.
- Briefing with each group before starting event (safety and appropriate behaviour).
- Covid restrictions if necessary, distancing, masks and hand sanitising will be discussed.

Probability Key:

- **L** = No Chance
- **M** = Medium Chance
- **H** = High Chance / Very High Chance

Severity Key

- **L** = No injury / Minor first aid
- **M** = First Aid, Doctor or Hospital
- **H** = Major injury / Reportable Accident

Key:

L X L = L
L X M = M
L X H = M
M X M = M
M X H = H
H X H = H

Residual Risk

- **Low** = Acceptable
- **Medium & High** = Requires additional action to reduce risk.

At the time of producing this assessment, as far as I can reasonably foresee, the risks involved with this activity have been reduced as far as reasonably practicable.

Signature: Katherine Holden
Position: RESSP School Sport Officer
Date: 7th July 2026

IF FOR A VISIT, A COPY IS TO BE PASSED TO EVC AND ORIGINAL TO BE CARRIED ON VISIT BY PERSON IN CHARGE

To be signed by all staff accompanying a visit or trip to acknowledge that they have read the Risk Assessment and will ensure any control measures are observed.

Name	Designation (e.g. Assistant Leader / First Aider etc.)	Signature	Date