



Safety Checklist and Risk Assessment Form

Venue:	Richmond Cricket Club Old Deer Park 187 Kew Road Richmond Surrey TW9 2AZ Bar Phone: 020 89401604 Office Phone: 020 83326696	Activities Assessed:	Training Session U6's-U10's Ground Assessment with Bharat Bhanderi - Head Groundsman U13 Middlesex Cup Game
Name of Person Checking:	Emily Nelson	Date:	23rd March 2017 26 th March 2017 29 th March 2017

Playing/ Training Area

Nets in fair condition

Netting checked and safe - holes have been repaired

Surface is uneven and requires replacement

Outfield safe in training area- square not used

Litter removed

Groundsmen equipment and machinery by the nets and by the spectator grandstand.

Cage inspected - repairs have been made to holes and wheels for moving

Head Groundsman's decision on whether to play is final

General Grounds

Grounds are accessible by the main gate from the Kew Road A307

Cricketers may NOT enter through the Archery Entrance at the Pagoda end of the ground.

Cricketers do not have access to the Bowling Green

A gate to the left of the grandstand, onto the golf course, is locked

Car parking is limited and the access to spaces pitch side are tight. The access lane is 1 car width only.

The club does not accept responsibility for damage to cars in the car park. NB if you park by the hedge along to the nets you are particularly at risk.

Two Disabled spaces are available to Disabled Badge Holders ONLY

Female and Male toilets available - male toilets are outside the main club house

Changing rooms with showers are available and are lockable

Grounds are managed by Richmond Cricket Club

The clubhouse is maintained by Old Deer Park Sports Club.

www.olddeerpark.co.uk

The Clubhouse is open for venue hire and houses an in house bar and professional catering outlet

DOGS ARE NOT PERMITTED ON THE GRASS AREAS OF THE GROUNDS

Megaphone in the Bar - Tannoy not working

<p>Emergency Procedures Emergency vehicles can access the grounds through the main gate. Access to the playing fields by the main gate or by the Clubhouse Access to the Nets - along the Bowling Club lane - white pole can be lifted out of the fence</p> <p>Clubhouse Emergency Plan is posted on the Noticeboard Fire Extinguishers are located in the Clubhouse -noticeboard entrance -pagoda room entrance</p> <p>Landline only available during Clubhouse opening hours</p> <p>In the event of emergency juniors, players and spectators should assemble on the grass near the main entrance.</p>	<p>Location and State of nearest First Aid Kit Age Group Manager or Team Coach carries First Aid Kit in their Kit Bags- restocked 23/04/17</p> <p>Additional First Aid is available behind the bar</p> <p>Level 2 Coaches hold valid hold First Aid Certificates</p> <p>DEFIBRILLATOR MACHINE is available in the store room behind the bar Batteries changed 2016</p> <p>All reportable accidents or incidents to be logged in the accident book located in ODP or on an Accident/ Incident Report form available from the CWO</p>
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No	Risk or Hazard	Control measure	Risk Factor			Adequate
			Sev	Lik	Risk	Y/N
1	Player attendance-missing player during match/after match	Attendance registers up to date with medical information and emergency contacts. Juniors appropriately attired. Signed in and out by Coach/ Manager All Juniors are asked to have a responsible adult present	1	3	3	Y
2	Missing Player	A child should be escorted to the toilets by their responsible adult during training time with the coach's knowledge Coaches must have a break time where children can be escorted to the toilets by the coach or parent Male toilet is outside the clubhouse, it should be accessed carefully as there maybe cars	2	3	6	Y
3	Injury/ Accident	ECB Level 2 Coach to be in attendance for League Games and Training. Coaches must hold first aid certificate, carry first aid kit - additional first aid available in the clubhouse Follow accident/ injury procedure	2	3	6	Y
		FALLING IN Ha-Ha behind the car spaces facing Kew Road	4	2	8	N

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4	Child Welfare	<p>All coaches/ volunteers to have DBS check through the ECB. All Juniors to know Child Welfare Office Club adheres to “Safehands” policies Changing room policy and Social Media Policies are posted on the noticeboard Safehands document is available to read by the noticeboard</p> <p>SUPERVISION RATIOS Aged 8 and under 1 Adult: 8 Children Aged 9 and over 1 Adult: 10 children</p>		2	2	4	Y
5	Playing equipment	<p>Cricket helmets to be checked by coaches regularly for damage/ compliance. Pads, gloves and helmets and abdominal protector to be worn by any junior going in to bat. Wicket keepers to wear wicket keeping pads, wicket keeping gloves, abdominal protector and helmet. Arm and chest guards to be worn as appropriate. Long hair to be tied back, jewellery removed including body piercings. Coaches to keep basic protective equipment in kit bag</p> <p>TRAINING RATIOS Group Coaching Hard Ball 1 Coach: 16 Children Group Coaching Non Hard Ball 1 Coach: 24 Children</p>		2	3	6	Y
5	Use of Nets (Artificial)	<p>Nets are open - use for members only at their own risk outside coaching times SIGNAGE IN PLACE</p>		3	2	6	Y
		Training	<p>Each net should have no more than 8 participants. 1/2 batting, maximum of 6 bowling 1 Coach: 8 Children All participants to face the batter when the ball is in play. All participants to be aware of how to remove the ball safely from the side netting and never place head in or near to the netting. Ensure all other players and spectators are not standing on the bank behind the nets talking to the batsman. An area outside the enclosed nets should be coned off for cricket bags and kit</p>	3	2	6	Y
		Matches	<p>The nets should not be used by junior players when fielding unless under supervision of a Coach</p>	3	2	6	Y
	Use of Nets (Grass)	<p><i>Grass Nets are due to be put up in May- they open onto the playing field</i></p>		*	*	*	*
		Training	<p><i>Juniors will only be allowed to play non hard ball in the grass nets* subject to inspection</i></p>	*	*	*	*
		Matches	<p><i>Juniors are not allowed to play in grass matches during matches</i></p>				

6	Security of person belongings	THERE ARE CHANGING ROOMS AVAILABLE VALUABLES HAVE BEEN TAKEN WHEN THE CHANGING ROOM IS UNLOCKED CARS SHOULD BE LOCKED AND VALUABLES REMOVED	1	4	4	Y
7	Fire hazards (Clubhouse, Scorers Hut, Grounds men Store, Kit Shed)	Fire extinguishers are not available from outside the buildings Fire extinguishers inside the Clubhouse will activate alarm on use Pagoda Room Entrance Cricket Noticeboard Entrance	2	2	4	Y
8	Trip Hazards	Players must not put their Cricket Bags in front of the Clubhouse Entrances Bags also hamper emergency evacuation from the Clubhouse	2	3	6	Y
9	Young Players Injury	Risk to players in the car parks and perimeter road Children must play away from the perimeter road and not enter a car park unaccompanied	3	2	6	Y
10	Young Player and Spectator Injury	Never leave the Cricket Coaching Area close to the Archery - especially younger spectators Archery consults with Head Groundsman when activities are planned	3	2	6	Y
10	Scorers Box	Scorers Box is for the Scorer only - Juniors scoring must do so from the Clubhouse Terrace	2	2	4	Y

Risk factors: severity of injury x likelihood of occurrence. The overall risk rating for this activity is arrived at by determining the average from the total of the risk factors for each hazard considered and employing the matrix as outline below

Severity Likelihood					Likelihood	Improbable	Unlikely	Likely	Very Likely
					Severity				
No injury	1	Improbable	1		No injury	1	2	3	4
Minor injury	2	Unlikely	2		Minor injury	2	4	6	6
Major injury	3	Likely	3		Major injury	3	6	9	12
Fatality	4	Very Likely	4		Fatality	4	8	12	16

RISK ASSESSMENT: the resulting risk rating can be used to prioritise actions

1-4	Low	Training programmes and playing activities to be re assessed if any changes occur before review date
5-8	Medium	Monitor activities regularly and carry out remedial action as soon as possible but within 6 weeks, if appropriate
9-16	High	Appropriate coaching plan/ safe method of planning and delivering activity to be developed. Activity should be closely monitored to ensure appropriate controls are in place to reduce risk