

Risk Assessment and Risk Management Record

School/Youth Group	<u>Gwladys Street Primary and Nursery</u>	Learning Activity	<u>Physical Education</u>
Group Leader	<u>Ellie Beckwith</u>	Other Staff	<u>Teachers, Sports Coaches & Teaching Assistants</u>
Group Size	<u></u>	Supervision Ratio	<u></u>

This Risk Assessment is based on advice and guidance published by the Government and the Department of Education on 2nd July 2020

This Risk Assessment is not an exhaustive list and therefore common sense should be used at all times during the COVID-19 pandemic

Please also read alongside this document Safer Working Practices and Covid-19 Appendix which can be found <https://www.gov.uk/guidance/safer-public-places-urban-centres-and-green-spaces-covid-19/7-appendix>

Pupils and Staff to wash hands on regular basis.

Wash hands thoroughly for 20 seconds with running water and soap and dry thoroughly.

Ensure hand washing also takes place when visiting the toilet and if coughing/ sneezing into hands.

IDENTIFYING AND ASSESSING THE RISKS	RISK LEVEL	CONTROLS FOR MANAGING THE RISKS	REMAINING RISK
	High/Medium/Low		
Indoor Facilities <ul style="list-style-type: none"> Clear from rubbish Size of the playing area 	<p>Low</p> <p>Low</p>	<ul style="list-style-type: none"> Floors should be non slippery and checked for spillages prior to the PE session taking place. KS2 hall to be swept clean and cleared of rubbish as swiftly as possible once pupils have left. The size of the playing area should be sufficient to meet the demands of the activity and size of the group. There should be adequate run off areas at the sides and ends. <p>Wherever possible PE lessons to be taught outdoors in plenty of space and fresh air.</p>	<p>KS2 hall is used by the whole school for lunchtime and is not free for use until 1.40pm at the earliest.</p> <p>Area by water fountain: is the floor dry and safe? Does the area need mopping dry? 'Caution' sign need to be used while the area dries?</p>

<p>-Tripping hazards from tables, benches, chairs and other equipment around the outside of the court</p> <p>Swimming Pools</p>	<p>Medium</p>	<ul style="list-style-type: none"> • PE equipment will be stored away within stock cupboards and classrooms. • Ensure all cupboard doors are shut and the locker doors on the KS2 cupboard are down when not in use. • Any equipment left out in the hall, or being used should be pushed back against a wall. <p>(see specific swimming risk assessment)</p> <p>Currently suspended- awaiting further guidance.</p>	<p>When starting to pile chairs, ensure they are stacked correctly with no more than 5 on a stack.</p> <p>Pupils still tripping whilst jogging</p> <ul style="list-style-type: none"> - Remind children to be aware of equipment and space as they travel around the hall. Frequent reminders/demonstrations on how to travel safely. <p>Consider using the outside yard for the warm up session if the hall floor still needs time to dry</p> <p>-</p>
<p>Outdoor facilities: suitability</p>	<p>Low</p>	<ul style="list-style-type: none"> • Playground to be assessed daily in the morning by the site manager and checked by the class teacher prior to the lesson. • Presence of oil / ice must be prevented and any signs of this should be reported to the site manager. 	

<p>Suitable PE kit</p>	<p>Low</p>	<ul style="list-style-type: none"> • Adults to check all jewellery is removed prior to leaving the classroom for the lesson. • Any earrings that cannot be removed, must be covered up by tape. • Letters sent home/information stated on school website/regular reminders on school newsletters regarding expectations for PE clothing (pumps/trainers, white T-shirt, plain blue/black shorts). No school shoes to be worn either indoors or outdoors. • If chn do not have a PE kit, adult to use school lost property/spare clothing to lend for that session. • Footwear should be fit for purpose with appropriate grip, support and protection for all activities • Letters sent home/information stated on school website/regular reminders on school newsletters regarding expectations for PE clothing (pumps/trainers, white T-shirt, plain blue/black shorts). No school shoes to be worn either indoors or outdoors. 	
<p>Hot weather conditions</p>	<p>Low</p>	<ul style="list-style-type: none"> • Children should have a water bottle in school. During hot conditions, water bottles will be accessible during the lesson. 	
<p>Long hair</p>	<p>Low</p>	<p>Only school water bottles that have been provided by school can be used.</p>	

		<ul style="list-style-type: none"> • Long hair should be tied back to prevent entanglement with equipment and obstruction to vision. 	
<p>Equipment: KS1 PE storage cupboard KS2 PE storage cupboard</p> <p>- Injury from use of equipment</p> <p>Movement of and storage of mats</p> <p>Movement of and storage of benches In KS1</p>	<p>Low</p> <p>High</p> <p>Low</p>	<ul style="list-style-type: none"> • Adult to check the condition of the PE equipment to be used, prior to use. • Ensure all equipment is tidied away in the PE cupboard located in the hall, in their corresponding labelled boxes. Equipment once used to be cleaned and left for 72 hours before next use. • Staff to open the KS2 PE cupboard doors, remembering to bend their knees and lifting carefully with at least 2 adults. • Remind adults to ensure they lower the shutter back down once equipment has been stored away. <ul style="list-style-type: none"> • Equipment should be age and / or ability appropriate. • Ensure all equipment is tidied away in the designated areas/boxes. Only adults to collect equipment from PE cupboards. • Pupils should be taught how to lift and carry equipment safely. <p>Adults to set up PE lesson when can before lesson commences, children not to be unnecessarily assisting with putting out equipment.</p> <ul style="list-style-type: none"> • Store gym mats in trolley. Adult to remove mat from trolley upright position to pass to children. Children to be trained to carry mats correctly, 2 chn per mat, holding two corners each. <p>Once used mats to be cleaned and left for 72 hours before next use.</p>	<p>Additional danger – fingers could get trapped. Possible back injury from opening & closing KS2 shutter doors – inform SLT of the need to look at investing in automatic shutters for the KS2 PE cupboard.</p> <p>Faulty equipment should be reported and condemned equipment should not be used but removed as soon as possible.</p>

		1 st aid at present- await further guidelines.	
<ul style="list-style-type: none"> Inappropriate lesson tasks for the age, size or fitness abilities of the group 	Low	<ul style="list-style-type: none"> Staff have knowledge of techniques, skills and the rules governing the activity. Teacher to monitor pupil's technique and provide feedback. Teacher to use physical supports where required ensuring they are following appropriate guidance. The playing area has been checked and deemed safe and appropriate for the activity and the participating group. areas at the sides and ends. <p>Wherever possible PE lessons to be taught outdoors in plenty of space and fresh air. If inside halls, ensure it is well ventilated and not to use the air conditioning in KS2 hall.</p> <ul style="list-style-type: none"> The equipment being used is in good working condition. <p>All equipment to be cleaned and left for 72 hours once it has been used for the lesson. Try and avoid sharing of equipment between year groups (PE lead to ensure each year group teaching different areas of PE to avoid this)</p>	<ul style="list-style-type: none"> Please see Appendices A to F below for risk assessments for each activity area.
Collision with another child	Low	Teacher to ensure the area is large enough for the activity and an appropriate ratio used for lesson and good classroom management group and activity.	Teacher to be aware of available first aiders if no first aider is present. Send two pupils to find the nearest adult to support with first aid.
Students not warmed up properly	Low	Warm up and cool down to match the age, experience of group and activity.	
Falling from apparatus or falling from height	Low	Rules and expectations clearly stated before equipment	

		<p>is used. Demonstrations and modelling by the teacher on how to use the equipment safely. Mats placed to the side of any high equipment where pupils are jumping from a height (e.g, off horse shoe boxes)</p>	
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Form Completion Date: 12.7.20 in accordance with Covid-19 measures.

Head of Establishment / EVC: _____

Group Leader (Signature) Ellie Beckwith

Points the Group Leader or team to be aware of _____
