

## UK CHUNG DO KWAN TAEKWONDO



### RISK ASSESSMENTS

**UK Chung Do Kwan Taekwondo** requires that a full 'Risk Assessment' is carried out at all premises where clubs operate or where sessions are held and that a record is kept of these assessments.

## RISK ASSESSMENT

### 1. What is Risk Assessment?

A risk assessment is nothing more than a careful examination of what, in a Taekwondo environment could present an unnecessary hazard or cause harm to people who come into contact with us through our activities.

The aim is to determine whether enough precautions have been taken or more should be done to reduce hazards and prevent harm.

The two important criteria are:

- a) is the hazard significant?
- b) have you taken sufficient precautions to ensure that any risk is minimized?

### 2. How to assess risk:

- a) Look for any hazards
- b) Decide who is at risk
- c) Evaluate the risk and determine if existing precautions are appropriate or whether more should be done
- d) Record your assessment and findings
- e) Review and if necessary revise your assessment.

### 3. Looking for Hazards:

If you are doing the risk assessment yourself, look around your environments to see what could 'reasonably' be expected to cause harm. Ignore trivial issues and concentrate on significant hazards, which could result in harm or affect several people. i.e. The type and conditions of the Practice Area, obstacles, fittings and protrusions, emergency exits and procedures, the wearing of the correct and appropriate safety equipment, dangerous materials and practices, etc, etc.

### 4. Recording your findings:

**You need to record and show that:**

- a proper check was made
- you identified who might be affected
- you dealt with all obvious significant hazards considering the number of people who might be affected
- the precautions that you take are reasonable and any remaining risk is low

## RISK ASSESSMENT FORM

<b>VENUE</b>		<b>INSTRUCTOR/COACH</b>	
<b>TYPE OF FACILITIES</b>		<b>CLASS TIMES</b>	
<b>RESOURCE</b>	<b>RISK REVIEW</b>	<b>ASSESSMENT LEVEL</b>	
First Aid Facilities	<i>On site, accessible, maintained with appropriate records and qualified staff.....</i>		
Fire Appliances	<i>Adequate working order, Checker regularly.....</i>		
Communications	<i>Access to emergency telephone: Landline or mobile...</i>		
Exit Routes	<i>Clearly marked, unobstructed, easily accessible etc,...</i>		
Training Hall	<i>Appropriate surface, ventilation, safe for participants and spectators etc</i>		
Changing Facilities	<i>Adequate, offering a degree of privacy...</i>		
Heating ventilation	<i>In working order....</i>		
Equipment	<i>Specialist equipment, whether owned by the club or participant, is suitable and in a clean and serviceable condition.....</i>		
Indemnities	<i>All insurance requirements met...</i>		
Conditions	<i>All conditions and requirements met i.e: CRB checks, insurance, qualifications....</i>		
Students/Members	<i>Male/Female – Adult/Children. Not overcrowded. Any special medical requirements.....</i>		
Checked by ..... Dated.....			