



Leicester Tigers

Workplace Name:	Leicester Tigers Education Class Room	Task:	Safeguarding Risk Register	Date:	31.07.23
Assessor Name:	Ross Bailey/ Stephen Hunt	Assessor Signature:			
Job Title:	Education Officers				

LOW RISK (Score 1-6)	Acceptable
MEDIUM RISK (Score 8-10)	Task should only proceed with control measures
HIGH RISK (Score 12-25)	Task must not proceed . Evaluate and reduce risk.

Risk Rating = Likelihood (L) x Severity (S)			HAZARD SEVERITY (S)				
			1	2	3	4	5
			Negligible	Slight	Moderate	High	Very High
LIKELIHOOD (L)	1	Very Unlikely	LOW	LOW	LOW	LOW	LOW
	2	Unlikely	LOW	LOW	LOW	MEDIUM	MEDIUM
	3	Possible	LOW	LOW	MEDIUM	HIGH	HIGH
	4	Likely	LOW	MEDIUM	HIGH	HIGH	HIGH
	5	Very likely	LOW	MEDIUM	HIGH	HIGH	HIGH

Updates:	<p>Version 1.1:</p> <p>This document replaces the now redundant Leicester Tigers risk register – Procedural changes updated in this document:</p> <p>Safeguarding leads for the duration of the camp are Ross Bailey, Stephen Hunt and Megan Kirby. Mental Health – Ross Bailey</p>
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HAZARD	PERSONS AFFECTED e.g. Members of the Public, Workforce etc.	RISK			CONTROL MEASURES	RESIDUAL RISK		
		L	S	R		L	S	R
Risk of injury; Practical Element	Learners, staff & public (parents/guardians)	4	2	2	All games are played at low level to avoid any contact with the face and upper body. All equipment is checked and set up correctly before session goes ahead, away from walls and pillars within the final whistle. The equipment is age appropriate with rules and procedures explained prior to activities. Prior to activities all surfaces will be cleaned and dried to enable a safe grip when participating in activities.	0	0	0
Risk of injury; Due to adverse weather	Learners, staff & public (parents/guardians)	1	2	3	Weather conditions are checked prior to any activities completed outdoors to ensure we are in a safe environment for the children to participate within the games. Alternative arrangements are in place for all weather conditions.	0	0	0
Risk of Injury; Hazards around the stadium / External contractors	Learners, staff & public (parents/guardians)	4	2	3	Work around the stadium is discussed with the operations team prior to are camps and requests for any external companies to avoid any heavy lifting within the hours of our camp. All areas where work can't be avoided are requested to be cornered off prior to sessions, if no action taken, we will provisionally put our own measures into place to avoid any injury.	0	0	0
Risk of Injury; Due to UFO's/Water spillage	Learners, staff & public (parents/guardians)	4	4	3	Analysing and identifying any hazards or spillages an hour prior to event allows us to act on any risk that occurs and put measures into place to avoid any contact with the hazards. Visible signs will be put out to make people aware of the hazard. If a hazard cannot be removed all additional measures will be put into place to reduce the hazard as much as possible prior to the event.	0	0	0
Pick up and Drop off point	Learners, staff & public (parents/guardians)	1	1	2	All parents are to drop and pick their child/children up from Main Reception from here we will sign their child/children in and out We will complete a register first thing in the morning, again in the afternoon and at home time.	0	0	0



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Allergies	Learners, staff & public (parents/guardians)	4	4	4	All allergies have been checked and colour coded on the registers to ensure all staff members are alert of any dietary requirements for the day.	0	0	0
Sports Equipment/Inflatables	Learners, staff & public (parents/guardians)	2	2	2	All equipment will be checked prior to use and any inflatables used will be correctly assembled by staff and inflated to the correct age and development standards. Any equipment that become a risk or hazard will be removed accordingly. We set up 1m away from walls and pillars to ensure maximum safety within the final whistle.		0	0
Toilets	Learners, staff & public (parents/guardians)	3	4	4	There will be 2 members of staff present on toilet trips to ensure all doors are open and in case of an emergency a member of staff can enter safely without putting themselves at risk of harm or injury. This will help with cross correspondence with how the issue or injury has been dealt with. The alternative would be if a child has been in the toilet for a long period of time the same procedure will be followed. Numbers will be counted in and out of the toilet to ensure all children are accounted for.			
First Aid	Learners, staff & public (parents/guardians)	3	3	3	A first aid bag is replenished and checked prior to every session and staff must protect themselves prior to administering first aid and to protect the child injured. Incident will be recorded with the accident logbook in detail of how and when the injury occurred and how this was resolved. When an incident has occurred, all parents will be informed and provide with the correct information they require.	0	0	0
External risks	Learners, staff & public (parents/guardians)	4	3	3	We have external contractors in and out of the stadium over a period and we will ensure we know who is in and out for that given day and ensure that they are made aware children will be in and around the stadium. We will inform the children of this and encourage them not to engage within conversations with these individuals. This will be assessed prior, during and after any session to remove any given risk at any time.	0	0	0



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Sports Equipment/Inflatables	Learners, staff & public (parents/guardians)	2	2	2	All equipment will be checked prior to use and any inflatables used will be correctly assembled by staff and inflated to the correct age and development standards. Any equipment that become a risk or hazard will be removed accordingly. We set up 1m away from walls and pillars to ensure maximum safety within the final whistle.	0	0	0
Psychological capacity	Young persons and vulnerable adults; Lack of awareness might lead to an increased chance of an accident. Staff must be made aware of this.	2	2	2	Risk assessments and control measures adopted must concentrate on the areas of work that could be beyond a young or vulnerable person's emotional coping ability. Ensure students are aware and reminded of appropriate contacts in Department/Faculty e.g. Faculty Administrators, Faculty Mentors, Personal Tutors. Ensure students are aware and reminded of Specialist Support Services, Ensure students are allocated an experienced academic advise	0	0	0
Physical capacity	Staff and students, Young persons, Young persons may not be physically capable of some manual handling activities, training and supervision must be provided.	4	3	3	Complete a risk assessment in compliance with the manual handling regulations. Further details can be found in the University Health and Safety policy. Ensure all staff are aware of the need to maintain appropriate boundaries.	0	0	0
Chairs on tables; Chairs falling off and hitting someone	Staff and students, Young persons,	2	1	2	Ensure chairs are secure on the table when putting them up. Where possible, chairs should be taken down before pupils come into room. If chairs are up, all chairs should be taken down before anyone sits down – this should be done with adult supervision.	0	0	0



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Scissors; Cutting or stabbing injuries	Staff and students, Young persons,	4	4	4	Scissors should be used following clear instructions.	0	0	0
Hot water; Burns Internet Access; Inappropriate material	Staff and students, Young persons. Staff and students, Young persons.	3	4	4	Temperature is set such that water will not get hot enough to burn, Pupils should be supervised when using hot water. All computers in the classrooms have access to the Internet via our monitoring system. All necessary security protocols are in place to safeguard pupils using the Internet.	0	0	0
Moveable large equipment – flipcharts; Equipment falling over, blocking exits, causing trip hazard	Staff and students, Young persons.	2	2	2	When equipment is put out, it must not block fire exits or access in and around the room, Equipment must be stored safely.	0	0	0



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Doors and Windows; Crushed fingers/hands Doors swinging open/shut	Staff and students, Young persons.	2	2	2	Classroom 2 and Lab cupboard doors must be kept shut, Adults should open and close windows.	0	0	0
Peer on Peer Abuse/ Criminality prevention								
Recognise that children are capable of abusing their peers and how to prevent it and deal with it when it happens.	Students, Young persons.	3	3	3	Safeguarding training notes and briefing sessions sent to all staff, safeguarding training sessions throughout the year include all staff. All new starters have robust safeguarding and welfare induction which includes Peer on Peer Abuse. They understand signs, symptoms and recording process.	0	0	0
Children do not feel listened to or confident that appropriate action will be taken if necessary	Students, Young persons.	4	3	3	All peer on peer incidents automatically provoke a response as outlined in Policy. A minimum six week support programme is in place with weekly reviews and sign off by DSL when satisfied with resolution. Collect student voice after each incident to ensure that all people involved feel that the matter is effectively resolved.	0	0	0
Pupils do not know who to talk to when they have a concern.	Students, Young persons	2	2	2	All students have access to universal mental health and well being support. All students have access to a non teaching specialist who supports, care and well being. Young people understand where and how to access support. Helpline contacts available to all young people. Website promoting positive mental health and well being which includes helpline contacts.	0	0	0



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Pupils do not know how to keep themselves safe online	Students, Young persons	2	2	2	Acceptable use policy checks for signatures are reviewed by Staff. Follow up in place for those not done, Students learn what is and is not acceptable. Potential victims and potential perpetrators receive clear messages during this training.	0	0	0
POPA in the classroom	Students, Young persons	4	3	2	Procedures in place for children and staff leaving the classroom. Respect and differences should be spoken about frequently. Pupils should be encouraged to reflect on their language (microaggressions) and mistreatment of each other even at a low level to cement the culture.	0	0	0
Around the stadium	Students, Young persons	2	2	2	Procedures in place for students leaving the classroom, Adequate staffing to cover all bases. Boundary safeguarding checks are carried out by site staff. Staff are very proactive during social times and understand the need to observe and report any concerns.	0	0	0
Fire Safety	Students, Young persons	2	2	2	In the event of activation of the fire alarm evacuation will progress as normal. Evacuation will be via the most direct safe route out of the Ground; this is most likely via the entrance point directly to Welford Road. All students to be made aware of the fire evacuation process, within their induction.	0	0	0

This risk assessment must be communicated to anyone identified as a 'person affected'. The Safeguarding Manager is responsible for ensuring all persons affected have read, understood and agreed to comply with, the risk assessment.

If you have any questions or concerns, please speak with your Line Manager, the safeguarding Lead or CEO.