

UNIVERSITY of OXFORD SPORTS DEPARTMENT**OXFORD UNIVERSITY Trip RISK ASSESSMENT****DATE:**

Who might be harmed	HAZARD	Risk	Control Measure in place	Further Risk reduction required Y / N
Participants	Medical conditions	Minor / major injury	All members to complete a PARQ as part of their membership form; this is to be stored with the club president / safety officer in line with data protection act.	Yes
Participants	Beaches / sea	Minor / Major injury	The nature of the activity may result in minor and major injuries. Participants encouraged to warm up before starting activity and wear appropriate PPE First aider and first aid kit provided by the Club. Surfers to follow Surfing GB code of conduct Surfers must wear a leash (surfboards must have a leash attached) Where possible beaches with lifeguards to be used.	Yes

Participants	Collision	Minor / Major injury	<p>Surfers to be made aware of surfing etiquette/safety i.e. not dropping in on the same wave (see Surfing GB code of Conduct)</p> <p>Buddy system in place when surfing. More experienced surfers/swimmers twinned with less experienced surfers/swimmers.</p> <p>Mobile phones to be available to make emergency calls</p> <p>999 dialled in the event of an emergency requiring coastguard</p>	No
Participants	Weather conditions	Hypothermia Major / minor injury	<p>Wetsuits to be worn</p> <p>Offshore wind and outgoing tide conditions to be avoided</p> <p>Strong Rips to be avoided by surfers not confident in their water starting ability, instructors or experienced surfers to advise.</p> <p>Surfing to be cancelled if Fog makes visibility low and is a perceived risk.</p> <p>Lightning, surfing is not prohibited in these conditions</p> <p>Surfers advised to clear the water if weather deteriorates whilst on the water.</p> <p>No surfing under red flag conditions.</p> <p>Activity leader to cancel if the weather conditions are to extreme.</p> <p>Inexperienced surfers to return to shore if waves are too large for their ability. Judged by the surfers themselves but can be dictated too large by experienced surfers if considered too dangerous.</p>	No

Participants	Sea	Fatal Drowning Secondary drowning. Exhaustion leading to drowning.	Surfers must be attached by leash to their surf board for use as buoyancy aid in event of over exertion/exhaustion. All Surfers made aware of the procedure for attracting attention in event of trouble i.e. exhaustion and not being able to paddle back to shore. All Participant capable of swimming 100 meters All surfers required to exit the water and rest on becoming physically exhausted.	Yes
Participants	Water borne diseases	Minor / major illness	Dangers associated with water borne diseases heightened at the safety brief	Yes
Participants	None qualified / insured instructors / coaches	Unsafe practice	Club Committee to ensure that the coach / instructor is qualified and insured and where applicable a CRB is completed	Yes
Participants	Equipment failure	Minor / major injuries	Club Committee to ensure necessary equipment checks and servicing has been completed and documented. Participants to check their own equipment before they commence activity	Yes
Participants	Slips, trips , falls	Minor injury	Club Committee to ensure that the facilities are fit for purpose Appropriate foot wear to be worn	Yes
Participants	Alcohol / Drugs	Minor / Major Injury	Illegal drugs are prohibited at all times. Alcohol not to be consumed during a sessions	

<p>Participants Public</p>	<p>Travel</p>	<p>Major incident / accident , Fatality</p>	<p>Club Committee to check the insurance of car drivers. Drivers to comply with current Road Safety laws and have a full driving licence.</p> <p>Hire vehicles drivers MUST have passed the University accredited driving course. Drivers must be 21 or over.</p> <p>Trip resignation forms to be sent to the Sport Federation no later than 5pm on the Thursday before the fixture. Sports fed will forward the form to security services.</p> <p>Drivers using trailers must have adequate insurance</p> <p>The registration form for trips aboard MUST be sent a minimum of 1 month prior to the trip departing. Club Committee to supply Safety officer with travel insurance details and trip Risk Assessment.</p> <p>In the event of a major accident security services must be contacted 01865 289999</p>	<p>Y</p>
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RECOMMENDATIONS FOR RISK REDUCTION

Action	By When?	By Whom?	Completed
Participants to wear appropriate clothing and PPE (wetsuit and leash)	Start of each session	Committee / person leading the session	
Copies of instructor qualification and insurance to be supplied to Sports Safety Officer		Club Committee	
Club to ensure they have sufficient insurance a copy to be sent to Sports Safety Officer		Club Committee	
Safety brief to be conducted by the committee and to document who has received the brief	Before leaving on trip.	Club Committee	
Participants to confirm they can swim 100 metres, information needs to be documented. Club Committee to work with Sports Safety Officer on the possibility of doing swim test for participants		Club Committee	

Club PresidentWSH Date__/__/18
 Club SecretaryAR Date__/__/18
 Health and Safety OfficerWSH Date__/__/18

RISK ASSESSMENT REVIEW

Date	Comments	Actions	Completed
__/__/18	Risk assessment amended by WSH	Send across insurance details (Surfing England)	Oliver Nixon

Club PresidentWSH Date__/__/18

Club SecretaryAR Date__/__/18

Health and Safety OfficerWSH Date __/__/18