

The following is a suggested process intended as a guide to undertaking a risk assessment. Use this together with the Risk Action Plan to help you carry out risk assessments at your club.



- * Make a list of all club activities.
- * Identify all hazards for each activity and decide if they are minor or major risks.
- * Decide whether existing precautions are enough or more needs to be done to make the risk as small as possible.
- * Record findings for future reference, it can help if there is an issue. It can also prompt to monitor particular hazards and precautions.
- * Identify whether each risk that remains is high, medium or low, depending on the harm and number of people it could affect.
- * Carry out any further precautions necessary to reduce risk of injury. If you need to, prioritise based upon the level of risk and consequence.
- * Implement agreed measures from the Risk Action Plan to reduce risk.
- * Monitor to ensure that standards are maintained.
- * Review assessment regularly to ensure precautions are working effectively.

DISCLAIMER:

Information is for guidance only and does not constitute formal professional advice. As such, no reliance should be placed on the information contained in this toolkit. Where specific issues arise in your organisation advice should be sought from the relevant expert(s) as necessary.