## **RISK ASSESSMENT FORM – OXFORD UNIVERSITY SPORT**

Generic cricket activity at University Parks, Marston Road sports grounds, Iffley Road Sports Complex cricket school and Brookes Sports Centre for **Oxford University Cricket Club (OUCC)** 

For larger home fixtures – such as Varsity – a separate risk assessment/event plan will be required. See <u>Events</u> (<u>sharepoint.com</u>)

SPORTS CLUB	Oxford University Cric	Oxford University Cricket Club (OUCC)				
NAME OF PERSON COMPLETING THIS RISK ASSESSMEN	<b>5</b>	David White Toby Brown		DATE OF ASSESSMENT:		9/4/24
NAME OF PERSON SIGNING THIS RISH ASSESSMENT (ON FROM; CLUB PRESIDENT, SECRETARY OR CLUB H&S OFFICE	C OUCC Secretary			SIGNING OFF D	ATE:	10/04/24
RISK MATRIX		LIKELIHOOD				
		High (4)	Mec	lium (3)	Low (2)	Remote (1)
	Severe (D)	High	Hig	h	Medium	Low
CONSEQUENCES	Moderate (C)	High Med		lium	Medium / Low	Effectively Zero
	Insignificant (B)	Medium / Low	Low	/	Low	Effectively Zero

	Negligible (A)		Low	Effecti	vely Zero	Effectively Zero	Effectively Zero
HAZARD (Cause and consequences)	AFFECTED GROUPS (e.g. players, coaches, spectators, officials)	ME (be cha	ISTING CONTROL ASURES IN PLAC low is guidance onl ange/adapt as propriate)	E	<b>RISK (</b> Club to insert. See risk matrix above)	SUGGESTED ACTION(S) (this section <u>ne</u> completed whe determined to b medium, or his is determined to effectively zero optional)	<u>eds</u> to be re risk is be <b>medium/low</b> , <b>gh</b> . Where risk o be <b>low</b> ,
Indoor Cricket nets hazards minor / major injury caused by: • Lack of lighting • Slip, trip falls • Damaged surface • Unsafe equipment • Electrical wires/cables • Players not batting or bowling	Participants, spectators, coach/instructor, officials	app Chi sur lea cor Chi for ma Drii sto pla pre	eck lighting condition propriate for activity eck playing surface rounding areas by o der before activity nmences. eck any other equip potential faults (bow chine, wickets) nks to be consumed red well from ying/activity area to vent liquids spilling using slip risk.	and coach / oment wling d and		participants unt removed or ma (Encourage a 's sort it' mentality In event of any injury/incident: Iffley Road net	rds, to facility nd warn activity il hazard is de safe see it, report it, /). serious ts - inform duty tion desk or call

		Any trailing wires or cables should be moved or tied that may cause a trip hazard. Place signage out to warn	Brookes Sports Centre – inform duty staff via reception desk.
		users when appropriate (e.g. wet floor) and/or hazard tape (e.g. trip hazard).	Accidents to be reported to <u>https://oxforduni-</u> <u>remoteforms.info-</u> <u>exchange.com/Incident</u>
		Ensure those who are not participating or have just batted/bowled are outside of playing area before activity starts/resumes.	
Outdoor hazards @ Parks or other		Any new participants have made coach / activity leader aware of any injuries.	In event of any serious injury/incident:
cricket pitches		Coaches/Umpires should	At Parks – call 999 and use What3Words App for precise
<ul> <li>Slips, trips, falls</li> <li>Unsafe equipment / playing area</li> </ul>	Participants, spectators,	check playing surface to ensure it is fit and safe for players before	location. Any ambulance -can use South Parks Road (OX1 3RF) entrance. Call Security
<ul> <li>playing area</li> <li>Other users</li> <li>Weather extremities</li> </ul>	coach/instructor, officials	training/matches commence. Any issues – refer to grounds' manager/staff.	Services (01865 289999) to lower bollard with someone meeting it. Inform nearest grounds staff (if on shift).
<ul><li>Uneven surfaces</li><li>Injuries</li></ul>		When using nets players/coaches should undertake visual check before use. Any faults report	Marston Road - call 999 and use What3Words App for precise location or Edgeway
		to grounds manager/staff	Road, OX3 0HJ

		Umpires/coaches should check lighting conditions are appropriate for safe activity.	Away facilities – any first aiders to liaise with facility staff and/or home team.
		Those in charge should check for any adverse weather in advance and have alternate plans in place if necessary.	Accidents to be reported to <u>https://oxforduni-</u> <u>remoteforms.info-</u> <u>exchange.com/Incident</u>
		Umpires have final say should any fixture be postponed or cancelled in event of unsafe playing conditions (weather, ground etc.). Dynamic assessment may be required.	
		Ensure those not involved in activity are outside of playing area.	
Training /Competition		Training and games to be structured in conjunction with	In event of any serious injury/incident:
Poorly planned and managed activity	Coaches, Experienced	NGB guidelines and best practice.	Iffley Road nets - inform duty staff (via reception desk or call
including poor coaching practice may	activity leaders, Participants,	Training intensity should be adapted for level of	01865 611476)
contribute to unsafe practices	r antopanto,	participant. Increased attention to beginners.	Brookes Sports Centre – inform duty staff via reception desk.

Underlying injury/health condition that may contribute to safety of player or others		Sessions are led by a qualified coach or appropriately experienced leader who is aware of safe practices. Participants should disclose if they have any injuries/illness in advance and liaise with coach. Participants encouraged to warm up and cool down and to wear appropriate clothing. Dynamic risk assessments may be required for unforeseen circumstances or situations.	At Parks – call 999 and use What3Words App for precise location. Any ambulance -can use South Parks Road (OX1 3RF) entrance. Call Security Services (01865 289999) to lower bollard with someone meeting it. Inform nearest grounds staff (if on shift). Marston Road - call 999 and use What3Words App for precise location or Edgeway Road, OX3 0HJ Away facilities – any first aiders to liaise with facility staff and/or home team. Accidents to be reported to https://oxforduni- remoteforms.info- exchange.com/Incident Check if ECB needs to informed of serious injury
Use of nets (indoor or outdoor) ensuring player safety	Players Coaches	All batters to wear normal cricket PPE when using hard ball.	In event of any serious injury/incident:

Spectator safety	<ul> <li>Only one batter and bowler active in net at once.</li> <li>Bowlers waiting to bowl to be facing the net (and vigilant) or out of line of ball exiting the net Batters changing or waiting to do so facing the net (and vigilant) or out of line of ball exiting the net.</li> <li>Coach to maintain vigilance and control during al of net session.</li> <li>Coaches and players should be vigilant (particularly at Parks/Marston) to ensure that spectators and members of the public in general are kept well away from nets when in use and halt any session should there be a potential danger to others. Use verbal (be polite) warnings where appropriate.</li> <li>Warning signage should be considered at Parks.</li> </ul>	Iffley Road nets - inform duty staff (via reception desk or call 01865 611476)Brookes Sports Centre - inform duty staff via reception desk.At Parks - call 999 and use What3Words App for precise location. Any ambulance -can use South Parks Road entrance. Call Security Services (01865 289999) to lower bollard with someone meeting it. Inform nearest grounds staff (if on shift)Marston Road - call 999 and use What3Words App for precise location or Edgeway Road, OX3 0HJAway facilities - any first aiders to liaise with facility staff and/or home team.Accidents to be reported to https://oxforduni- remoteforms.info- exchange.com/Incident
Bowling Machine (who supervising	Only a qualified coach and/or authorised persons	Suggest that a club coach determines level of experience

operation and use of, PPE and using wet balls) Operation and use	Operator and/or Participants using and facing balls coming from a bowling machine	(experienced and has good knowledge of how to use a machine) should operate it. Novices are NOT to operate the machine unless a coach is present to supervise.	required for other persons to operate machine if coach not present.
Wearing PPE		Batters are to wear a helmet, gloves a box and pads. Other PPE may be worn (batters choice) such as arm protection.	See section on concussion as well.
Wet balls		Suggest no wet balls are used as speed and accuracy may be adversely affected.	
Manual Handling (e.g. carrying cricket equipment, moving bowling machines) Incorrect technique, carrying a load that may be too heavy and/or awkward may contribute to skeletal and muscle issues.	Players, Coaches	Make the load smaller or easier to carry. Seek assistance from other(s) to assist with carrying/moving load to mitigate slips, trips, and falls. Look to avoid twisting, lifting from floor to above shoulders and/or carrying over	Accidents to be reported to <u>https://oxforduni-</u> remoteforms.info- exchange.com/Incident

Visibility may be compromised if carrying excess load.		excessive distances where possible.	
<b>Fire/Smoke</b> <b>Inhalation</b> May lead to minor/major injury or fatality	Participants, spectators, coach/instructor, officials	No smoking indoors at any site. Indoors - If a fire or smoke is discovered, press nearest fire alarm point, and evacuate via nearest fire exits and go to assembly point. Outdoors – should a fire alarm sound at an adjacent building (e.g. cricket pavilion at Parks) – stop play / training as grounds may be needed as an assembly point. Do not enter for any building (e.g. for personal items)	Follow instructions from facility and/or EMS personnel particularly if evacuating.

<b>Equipment</b> Poorly maintained equipment may lead to injury whether facility, club or personal owed.	Players, coaches, Umpires	Check that any equipment used is fit and sound for activity and suitable for the age group / ability of the group). Any equipment found to be in an unsafe condition to be removed until it can be repaired or renewed to required standard.	Any equipment damaged, lost or stolen then report to grounds/facility staff.
Personal belongings / equipment		Owners of personal equipment should be reminded they are responsible for the maintenance, safety, and security of their own equipment. All should be aware about leaving valuables, and doing so is at own risk. Changing rooms ideally should be locked when not in use.	

Food & Drink Provision by Club If providing food/drink, be aware of the following which may lead to illness or even a fatality:Any Any Tood Allergies / Intolerances	nyone	Whilst registration is not required, any food provided should conform to Food Standards Agency guidance. Club (or caterers if used) should have information to hand for those who may have questions on allergies/intolerances. Surface and Personal hygiene and handling to be maintained for any food/drink irrespective of provider. Avoid bringing high risk food	Food Standards Agency guidance re community events can be found <u>here</u>

Using a BBQ on University premises (Iffley Road, Parks, Marston)	Club members Alumni	Seek permission from University first (unless in public areas) Do not use disposable BBQs in very dry conditions. Cook food thoroughly	
Alcohol (may require facility permission and possibly TEN). Also refer to <b>Social</b> <b>Activities.</b>	Spectators Club members Alumni Spectators	Alcohol not be allowed unless permission has been sought and given by facility management. Temporary Event Notice from the local council will be required for larger events.	
Exhaustion / Dehydration Some symptoms Feeling thirsty, dark pee, feeling dizzy / tired, dry mouth.	Participants	Players to bring water/appropriate fluid to sessions. Drinking water should be available in all facilities. Wear high factor sun lotion and caps even during cloudy days at height of summer.	At Parks – use What3Words App for precise location. Any ambulance -can use South Parks Road (OX1 3RF) entrance. Call Security Services (01865 289999) to lower bollard with someone meeting it. Inform nearest grounds staff (if on shift).
		Breaks should be given for rehydration in training and competition. Have medical support in place.	<b>Marston Road</b> - use What3Words App for precise location or Edgeway Road, OX3 0HJ

Sun stoke/burn, heat exhaustion Some symptoms: Tiredness, dizziness, headache, feeling/being sick, excessive sweating, being very thirsty, fast breathing	Move to a cool place Remove all unnecessary clothing incl socks. Get sports/rehydration drink or cool water. Cool skin. Call 111 – for advice Call 999 – still unwell after 30 minutes. Place in recovery position if unconscious.	Away facilities – any first aiders to liaise with facility staff and/or home team.         Accidents to be reported to https://oxforduni-remoteforms.info-exchange.com/Incident         Be aware of:
Safeguarding (relates	students who are under 18s	
to <b>any</b> activity	should not be involved in any	Oxford University's
involving under 18s and/or vulnerable	club activities (refer any to city equivalent club).	Safeguarding Code of Practice
adults)		ECB's Safeguarding/Child
,	Where U18s are participating	Protection policies and
	in any club activity contact	procedures.

Any signs of: Unexplained physical injury/illness Mental abuse Self-harming Unexplained weight loss/gain issues Unsupervised activities (including providing advice)	Participants Coaches Club	the Sports Safeguarding Officer first: David.white@sport.ox.ac.uk As a further risk assessment may be required. Obtain coach/instructor for DBS certificate and NGB/coach safeguarding training certificate. Check NGB's requirements. Avoid or if not possible mitigate risks to ensure the party engaging in activity is not unsupervised. Where an appropriate person is supervising mitigate risk of 1:1 by having others in attendance.	For ANY safeguarding concerns involving the activities of an Oxford University Sports Club – refer to David White (Sports Safeguarding Officer) <u>first</u> – <u>David.white@sport.ox.ac.uk</u> Guidance will be sought from the University's Designated Safeguarding Leads (DSLs). DSL will provide relevant follow up action (such as informing NGB) within 24 hours of concern being referred to them
Management of Injuries /Illness (incl first aid)		Club should have first aider and equipment at all sessions.	In event of any serious injury/incident:
Injuries/illness incurred during activity or outside of activity. Return to Activity from injury or illness	All	Inform duty facility staff in event of participant(s) suffering injury or illness during activity. Duty First aider (where there is one)	<b>Iffley Road nets -</b> inform duty staff (via reception desk or call 01865 611476)

informed of serious injury
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Cardiac Arrest Party will be; Unconscious Unresponsive Won't be showing any movement including not breathing or may be are making gasping sounds).	Anyone	<ul> <li>If alone – <ul> <li>Call 999/112 if possible using hands free speaker on phone.</li> <li>Follow guidance given by 999/112 until help arrives.</li> <li>Do not go for Defib if alone (paramedics will bring it).</li> <li>Carry on with CPR until help arrives or exhausted.</li> </ul> </li> <li>If others around: <ul> <li>Start CPR if possible whilst helper calls 999/112 and put on speaker if required.</li> <li>Helper to find and bring defib (locations) to casualty.</li> <li>Ask helper to take pads and defib out and follow voice prompts.</li> <li>Carry on with defib/CPR until paramedics arrive.</li> </ul> </li> </ul>	Call 999. Where applicable, give call handler number on Defib cabinet (to get code to unlock). Defib locations;Iffley Road Sports Complex – At main reception desk (duty staff will respond)Brookes Sports Centre – go to reception desk.Parks – external cabinet outside public toilets.Marston Sports Ground – external cabinet at front of main building.External sites – check with facility provider.In advance, have downloaded to phones What3Words App for precise location.Aftercare to be provided to all involved parties.Initial Incident report to SSO by phone (07780 693388).
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Concussion			
Measures to mitigate causes: Wearing PPE for batting, wicket keeping (particularly standing up to the wicket and		It is strongly recommended to wear helmets that meet ECB guidance. Latest standard is BS7928:2013	Guidance (ECB website April 2024 - <u>25Helmets.pdf</u> (ecb.co.uk)
fielding within 8 years from the batsman's middle stump (helmets, incl face protectors)	Participants	Bouncers should be undertaken in line with NGB guidance.	In event of any serious injury/incident: Iffley Road nets - inform duty staff (via reception desk or call 01865 611476)
Recognition, Management, Return to Activity.		All players and coaches are advised to look at ECB guidance in advance. See <u>ECB.co.uk - About</u>	<b>Brookes Sports Centre</b> – inform duty staff via reception desk.
Failure to recognise, treat and manage concussion may result in severe injury /		Seek immediate first aid in event of concussion or even suspected concussion or if in doubt!	At Parks – call 999 and use What3Words App for precise location. Any ambulance -can use South Parks Road (OX1 3RF) entrance. Call Security Services (01865 289999) to
fatality.		If in doubt, they must sit out.	lower bollard with someone meeting it. Inform nearest grounds staff (if on shift).

Note - Some symptoms of concussion. Headache Dizziness Feeling sick or vomiting Memory Loss Unusual Behaviour Vision Issues	Participant to stop immediately if he/she feels unwell on return to activity. Liaise with first aider and have someone stay with injured party (incl if transferred to hospital).	Marston Road - call 999 and use What3Words App for precise location or Edgeway Road, OX3 0HJAccidents to be reported to https://oxforduni- remoteforms.info- exchange.com/IncidentIf concussion diagnosed, club to follow NGB guidance on management and return to activity for concussion.Seek guidance also from Sports Fed and/or their Welfare Officers (including signposting).
Travel To / from away venues	Check in advance. Location and parking arrangements. Time and distance (allow extra time). Potential hazards (roadworks etc.) and have other route in case. Weather conditions for to and from venue.	In event of any serious injury/incident: Call 999/112 and then ASAP call Security Services on 01865 289999 or Sports Safety Officer on 07780 693388. Use What3Words App for precise location (see website here) & Save A Life app for nearest defib location

	Drivers, Passengers		(download App from IOS or Google Play) Accidents to be reported to <u>https://oxforduni-</u> <u>remoteforms.info-</u> <u>exchange.com/Incident</u>
Private Vehicle		Driver responsible for ensuring vehicle is roadworthy, Insurance MOT and tax in place. Driver must have full driving licence.	Drivers of private vehicles are advised to check with their Insurer they are insured to drive on 'sports club' business. Drivers/clubs may be liable for
Hired Vehicle (through Sports Fed)		Drivers must be on authorised list of drivers registered on scheme and have passed any checks/training course in place. Check hired vehicle for damage on pick up and drop off. Take relevant photo	costs in the event of damage not reported to Sports Fed/Insurance Office or in the event of a delay in informing Sports Fed/Insurance Office. Provide supporting evidence as required (e.g. photos, witness statement)
All drivers		evidence of any and pass to Sports Fed ASAP. Adhere to road and traffic	Drivers are liable for any speeding and/or parking offence reported to them or to Sports Fed (for hired vehicles).
		laws and regulations.	For hired transport, look to have a minimum of 2 drivers if this is possible (in case of

		Responsible for safety of themselves and all others in vehicle.	tiredness, injury) particularly if the drive will be more than 2 hours one way.
Passengers		Take regular rest breaks. Do not drive over 2 hours in any one stint. Stop ASAP for a break if feeling tired at any time.	Minibus/MPV drivers, when reversing or in tight manoeuvring spots MUST use a banksman (someone to be outside the vehicle) and help
		from others in vehicle. Use assistance of others when reversing, parking, or manoeuvring in tight spaces. No alcohol when driving on club business	guide the driver). Agree on signals.
Vehicle Breakdowns		Use breakdown service. Details can be found in hired vehicles. Any private vehicle used must have breakdown cover (driver responsible).	Ensure vehicle and occupants are not in danger from other road users. All to leave vehicle and move to safe place (e.g. behind barrier).
Vehicle accidents Major	Drivers Passengers	Major incidents (i.e. involves any emergency service and/or anyone goes to hospital. Call 999/112 in the event of life-threatening incident or 111 for non- urgent cases. ASAP call	Use What3Words App for precise location (see website <u>here</u> ) & Save A Life app for nearest defib location (download App from IOS or Google Play)

	Security Services on 01865 289999.	Call 999/112 and then ASAP call Security Services on 01865 289999 or Sports Safety Officer on 07780 693388.
Minor incidents	Minor incidents - Inform Sports Fed and hire company ASAP. Take photos for evidence purposes.	Drivers/clubs may be liable for costs in the event of damage not reported to Sports Fed/Insurance Office or in the event of a delay in informing Sports Fed/Insurance Office. Provide supporting evidence as required (e.g. photos, witness statement)

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		No alcohol prior to and	
		during activity. Alcohol	
		should be consumed to	Potential reputational risk to
		moderate levels at any other	the sports club, Sports
		time and not to excess.	Department and University in
			the event of adverse behaviour
		Drivers should not drink any	of an individual(s). Club
		alcohol and see non-alcohol	committee should remind
Social Activities		alternatives.	members.
including alcohol,			
non-prescribed		Non-prescribed drugs not	
drugs, and behaviour		allowed at any time.	
Physical injury or			
illness			
Damage to property,			
equipment, and	All attending		
reputation of sports	club social		
club and/or University.	events		
		Advice for all is to use well-lit	
Personal Safety		and well used areas at night- time. Be aware of	
(maybe comprised in			
the event of an		surroundings.	
individual drinking to		As a field for an time of the second for	
excess)		Avoid flaunting items of	
,		value (e.g. watches, large	
		amounts of cash, phones)	
		Ensure anyone who has drunk to excess is	If pagagany, apply modical
			If necessary, seek medical
		accompanied to their	advice on 111 (NHS)
		home/college and is	
		observed thereafter.	

<b>Covid-19</b> Minimise spread of virus	Coaches Participants	Avoid contact with others if you might be infectious Respect other people's space Keep up to date with COVID vaccinations Respect those who choose to wear a face covering Cover coughs and sneezes and wash hands regularly.		Monitor current university guidance which can be found <u>here</u> .	
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