

UNIVERSITY of OXFORD SPORTS DEPARTMENT				
OXFORD UNIVERSITY RISK ASSESSMENT				DATE: MAY 2019
CROSS COUNTRY				
Who might be harmed	HAZARD	Risk	Control Measure in place	Further Risk reduction required Y / N
Participants	No 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.	N
Participants	Equipment failure	Minor / major injuries	Club Committee to ensure necessary equipment checks and servicing has been completed and documented.	N
Participants	Slips, trips, falls	Minor injury	Club Committee to ensure, in so far as is possible, that the facility is clean and fit for purpose, bearing in mind the inherent risks of off-road running.	N
Participants	Fire	Burns / fatality	Club Committee to ensure a safety brief at the beginning of sessions includes what to do in the event of a fire, location of nearest exits, fire assembly points.	N
Participants Public	Travel	Major incident / accident, fatality	<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 and comply with the Sports Federation's age limitations.</p> <p>Trip registration 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>	N

			<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-specific Risk Assessment.</p> <p>In the event of a major accident security services must be contacted 01865 289999.</p>	
	Running Alone	Getting lost / injury etc.	<p>Runners encouraged to run with other club members on organised runs. Remind runners of the risks of running alone more often.</p>	N
	Running in the dark	Getting lost / injury etc.	<p>Runners encouraged to wear light coloured or reflective clothing, or to avoid running in the dark.</p> <p>Runners encouraged to take head torches if running off road in the dark.</p> <p>Remind runners of the risks of running in the dark more often.</p>	N
	Cold / hot weather	Over/under - heating	<p>Members encouraged to warm up thoroughly in cold weather and to wear clothing appropriate to the conditions as well as stay hydrated in hot weather. Sun-protection is advisable.</p> <p>Educate members about the risks of hot and cold weather and how they can reduce the risks and deal with injuries/dehydration etc if necessary.</p>	N
	Uneven ground	Injury (particularly ankles / lower leg / feet)	<p>Club runs are organised bearing in mind the conditions.</p> <p>Educate members on how best to run on uneven ground, kit selection, shoe selection, and how to best deal with injuries.</p>	N
Novice members	Poor Practice	Injury	Ensuring committee members advise new members of	N

			how to train safely.	
Participants	Injury through insufficient warm-up.	Injury (particularly muscle strains/pulls)	<p>Encourage all members to undertake a thorough warm-up, consisting of at least 10mins of light jogging followed by 10mins of exercises.</p> <p>It should be emphasised that this warm-up is an integral part of the training session. Members should be encouraged to stop running immediately if they feel unwell or unusually exhausted, particularly if not accustomed to vigorous exercise.</p>	N
	Inadequate equipment / kit	Injury or over/under-heating	All equipment needed should be provided by club members, who should have the opportunity to ask the advice of committee members regarding suitability of kit.	N
	Lighting, ground and weather conditions	Injury	A decision will be made by committee members present on whether the club training or event will take place. For example, adverse icy conditions on the track may cause the decision to cancel, or simply change to a safer road-run. The Committee will as much as possible advise of conditions before a session, including whether spikes are necessary.	N
	Individual medical conditions	Realisation of the individual conditions concerned	Members of the club with medical conditions that may put them at risk whilst running are aware that their participation is at their own risk. Signing a form notifying the committee is mandatory upon joining the club. Any developed conditions <i>since</i> joining must also be reported.	N

RECOMMENDATIONS FOR RISK REDUCTION

Action	By When?	By Whom?	Completed
Participants to wear appropriate clothing and PPE	31 Oct	Club Committee	
Club to ensure they have sufficient insurance and a copy to be sent to the safety office	31 Oct	Club Committee	
Copies of instructor qualification and insurance to be supplied to safety office	31 Oct	Club Committee	
Safety brief to be conducted by the committee	31 Oct	Club Committee	

Club President ...*Timothy Harrison*.....

Date 06/05/19

Club Secretary *Natalie Woods*

Date 06/05/19

Health and Safety Officer

Date

RISK ASSESSMENT REVIEW

Date	Comments	Actions	Completed

Club President

Date

Club Secretary

Date

Health and Safety Officer

Date