# RISK ASSESSMENT - Wheelchair Basketball

<table>
<thead>
<tr>
<th>HAZARD</th>
<th>RISK</th>
<th>PEOPLE AT RISK</th>
<th>CONTROL MEASURES</th>
<th>COMMENTS/ ACTIONS</th>
<th>INITIAL IF ALL IN PLACE</th>
</tr>
</thead>
</table>
| Qualifications of staff | | | • Head Coaches to have a minimum Grade 2 wheelchair basketball or Level 2 running basketball coaching qualification.  
• Assistant Coaches to have minimum Grade 1 wheelchair basketball or Level 1 running basketball coaching qualification  
• All coaching and support staff to be CRB checked where possible  
• All coaching and support staff to complete ‘Self Declaration’ form  
• Referees & Table Officials appropriately qualified, CRB checked, and ‘Self Disclosure’ forms submitted | staff to complete a CRB form as part of their staff recruitment process  
All Staff and Officials to complete CRB forms and Self Declaration forms | |
| Staff : Adults/Child supervision | | | • Participants to be supervised by Staff at all times.  
• Staff on site throughout event  
• Child/ Vulnerable Adult Protection Officer on site throughout event  
• Participants not to go off site unless agreed by the Team Manager | It is advisable to have 2 adults in attendance throughout the event  
Participants briefed as to areas to be accessed | |
| Condition of activity area: Dusty, Slippy, Wet, uneven or damaged flooring | Slips, trips & falls | Participants & Officials | • Inspection of the floor surface to ensure it is safe for the session to take place  
• Access to event qualified First Aider, First Aid Kit and telephone | Officials to inspect playing area prior to each game & request centre staff to clean floor where required. | |
| Fire/bomb threats/ storm damage | Personal injury | Participants, staff, officials | • Operating Procedures (NOPs) and Emergency Action Plan (EAP) | Championship Director to brief Team Managers and staff prior to competition on appropriate procedures | |

Risk Assessment Carried Out By:  
Name:  
Signed:  
Date:

Name:  
Signed:  
Date:
| Any obstructions i.e. Walls, Fencing Benches, Chairs, Equipment, Bags surrounding the activity area | Slips, Trips, cuts, collisions & falls | Participants & Officials | • Removal of any items a safe distance from around the sides of the activity area  
• Spectators to sit in designated areas and viewing gallery  
• Access to Qualified First Aider, First Aid Kit and Telephone  
• 8’ ring secured appropriately by centre staff and checked by Officials prior to each game | Request centre staff remove large items prior to the session  
Centre staff to secure 8’ ring appropriately |
| --- | --- | --- | --- | --- |
| Any equipment that may be used | Cuts, collision with equipment | Participants & Officials | • Equipment meets National Standards and is suitable size (i.e balls, wheelchairs) for the age group.  
• All equipment and positioning is checked before use & is ‘fit for purpose’  
• Participants responsible for checking their own playing chair regularly during the Championships  
• Officials to check playing chairs periodically during the Championships | Inform letting body of any concerns  
Officials to inform players/Coaches as to any discrepancies |
| Strains and Injuries during and after play | Personal injury | Participants & Officials | • Recognised Coaching methods used  
• Adequate Warm Up and Cool Down  
• Participants Wearing Suitable Clothing  
• Access to Qualified First Aider, First Aid Kit and Telephone | Planned and structured coaching session |
| Collision with other participants or being hit by any equipment being used | Cuts or injury including head | Participants & Officials | • Recognised Coaching methods used  
• Group Supervision and Control  
• Access to Qualified First Aider, First Aid Kit and Telephone  
• Match participants in groups/teams in appropriate age/ability categories | Ensure good group control and include in briefing at start of session |
| Heat exhaustion | Dehydration | Participants & Officials | • Access to drinking water throughout Championships  
• Meal/refreshment breaks appropriately scheduled | Planned and structured coaching session |
| Disability access | No access | Participants, Staff, spectators | • Playing venue, catering facilities, accommodation, fully accessible with adequate accessible toilet facilities  
• All participants & staff to be made aware of road crossing & use access-ways only | Inspection of the site & accommodation |
|-------------------|----------|----------------------------------|---------------------------------------------------------------------------------|---------------------------------|
| Child protection issues | Photography & any imagery | Children | • Make sure that the surrounding area has signage prohibiting the use of cameras without written consent  
• Staff/coaches/volunteers CRB checked & CP trained  
• All photography equipment tagged & registered with organisational personnel | Observation and make it clear in any publicity and at the start of all sessions |
| Accommodation | Overnight supervision | Children & vulnerable adults | • Participants assigned to gender and age appropriate dormitories  
• Showering/toilet facilities: appropriately scheduled by Regions to ensure adults and young participants are scheduled separately  
• ‘Lights out’ time designated in Welfare Plan/Team Managers Information Pack  
• Players aware of ‘Player Code of Conduct’  
• No unauthorised access to accommodation  
• Home Country/Regional supervision of dormitory accommodation | Prior inspection of accommodation by Championship Director  
All Home Country/ Regional Team Managers fully aware of Welfare Plan.  
Players and parents aware of Welfare Plan  
Accreditation to be worn at all times by everyone involved in the Championships | Not relevant for School Games |

Risk Assessment Carried Out By: Name: Signed: Date
Name: Signed: Date
Name: Signed: Date

[519x43]Risk Assessment Carried Out By:               Name:                      Signed:    Date
[530x31]Name:                                                       Signed:                 Date
[27x19]Disability access  No access Participants,
[38x188]Staff,
spectators
[27x259]• Playing venue, catering facilities, accommodation, fully accessible with adequate accessible toilet facilities
• All participants & staff to be made aware of road crossing & use access-ways only

Inspection of the site & accommodation

[519x43]Child protection issues
[62x262]• Make sure that the surrounding area has signage prohibiting the use of cameras without written consent
• Staff/coaches/volunteers CRB checked & CP trained
• All photography equipment tagged & registered with organisational personnel

Observation and make it clear in any publicity and at the start of all sessions

[519x43]Accommodation
[180x296]• All photography equipment tagged & registered with organisational personnel
[120x211]Children & vulnerable adults
[216x287]• Participants assigned to gender and age appropriate dormitories
• Showering/toilet facilities: appropriately scheduled by Regions to ensure adults and young participants are scheduled separately
• ‘Lights out’ time designated in Welfare Plan/Team Managers Information Pack
• Players aware of ‘Player Code of Conduct’
• No unauthorised access to accommodation
• Home Country/Regional supervision of dormitory accommodation

Prior inspection of accommodation by Championship Director
All Home Country/ Regional Team Managers fully aware of Welfare Plan.
Players and parents aware of Welfare Plan
Accreditation to be worn at all times by everyone involved in the Championships

Not relevant for School Games

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<tr>
<th>Category</th>
<th>Subcategory</th>
<th>Participants</th>
<th>Risk Management</th>
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| Hygiene                          | Injuries, illness & well-being                   | • All participants expected to shower daily & have sufficient change of clothing for playing & social activities  
• Single showers located in Centre if required  
• Participants encouraged to wash hands frequently especially before eating meals | Players to be independent & capable  
Players requiring 1 to 1 support should indicate this and have an appropriate support person to assist where necessary  
See Swine Flu below | Not relevant for School Games |
| People participating who are not eligible or medically fit | Legal liability & non-disclosed medical conditions | • Ensure participants are eligible to participate – age, ability, parental consent etc  
• Ensure participants are medically fit to participate, enquire in sensitive and confidential manner. Register to include medical details  
• Swine Flu: Participants, staff and Officials advised not to attend if they suspect infection  
• If individuals exhibit symptoms associated with Swine Flu, they should be advised to seek immediate medical advice/attention | Check through registrations  
Access to sports centre medical staff & 1st Aid throughout Championships  
All to observe good hygiene practices | |
| Transport & Parking              | Injury & accidents                                | • All participants & Staff to make their own travel arrangements  
• Parking is available on site at owner’s own risk | | |

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