Risk Assessment Coaching

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| **Name of Coach** | **Name of other adult supervisors** | **Date of risk assessment** |
| Declan Acornley | N/A | 07/11/2023 |
| **Name of Event/Activity** | **Number of Children** | **Date(s) of Event/Activity** |
| Private Coaching | As required and within supervision ratio. | As required |
| **Hazard** | **Who at risk** | **Initial Risk Score****(L / M / H)** | **Control Measures** | **Mitigated Risk Score (L / M / H)** |
| Risk of inappropriate adult left supervising children. | Children | M | * Coach must hold a valid membership of LTA Coach Accreditation level 2-5
* It is our coach’s responsibility to purchase and maintain their LTA Coach accreditation.
* By holding coach accreditation coaches will have completed the required checks and training:

Safeguarding training First Aid TrainingCriminal record check (Enhanced DBS)* Applicants for a coach position will have been recruited according to our recruitment policy and two references obtained detailing the applicant’s suitability to work with children.
* Our coach does not have sole responsibility for supervising children as parents are asked to be on the premises/within view when children are being coached.
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| Risk of incidents arising from unsupervised children | Children | M | * All adult supervisors will hold an up-to-date Enhanced DBS and have completed basic awareness safeguarding training.
* Volunteers will be briefed about their roles, responsibilities, and any specific risks about which they should be aware. Emergency contact information shared.
* Volunteers will ensure they have read and always uphold the LTA Safeguarding Policy and Reporting Procedures ([www.lta.org.uk/safeguarding)](http://www.lta.org.uk/safeguarding%29)
* Coach to ensure that supervisors are competent for the scope of the specific event/activity undertaken.
* Minimum staff/player ratios will be:
	+ 2:8 for children 10 and under
	+ 2:10 for children aged 11 and over.
* Children will be accompanied by their own parent or supervisor to any public toilets (for non- public toilets, the member of parent will wait nearby and in direct line of sight of the toilet).
* Players are briefed about appropriate conduct (including the code of conduct) and specific risks about which they should be aware.
* Parental consent is obtained for all visits that require transport, plus a completed consent and emergency contact form.
* The Lead Adult will ensure that the proposed locations for the visit are suitable for the activity and manageable for the group.
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| Emergencies, medical issues, and accidents | Adults Children |  M  | * Dec Acornley is a qualified First Aider.
* Ratios of adult supervisors/parents to children will allow for dealing with emergencies that require the group to split up.
* Consent process includes specific medical/medicinal information, dietary requirements, and emergency contact details.
* Defibrillator available on the outside of the LVM S&SC building when at Longton home ground.
* Emergency contact information for each child must be known to coach/supervisor.
* Emergency contact information for adults and children taken on the membership form.
* Event timetable, location and coach/supervising adult contact details known to emergency contacts.
* Players briefed in what to do should they become separated from the group.
* Any specific medical needs have been considered.
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| Adverse weather | Adults Children | M | * Weather forecast checked ahead of coaching session/event and program adjusted accordingly.
* Where over-exposure to the sun is possible, sun block carried (at least SPF30) and administered by the children themselves.
* Access to bottled drinking water available
* Suitable breaks out of the sun ensured in the timetable for the day.
* Suitable warm blankets available during cold/wet weather.
* Play to be suspended during adverse weather as judged by the coach or supervising adult.
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| Risk of abuse and bullying | Children |  M | * All adult supervisors will hold an up-to-date DBS and have completed basic awareness safeguarding training.
* All adult supervisors will be aware of and comply with the safeguarding policy and procedures.
* Children and parents will be given information on safeguarding and informed of who to report any concerns to
* ChildLine and NSPCC numbers will be shared with staff, parents, and children.
* Minimum staff/player ratios will be:
	+ 2:8 for children 10 and under
	+ 2:10 for children aged 11 and over.
* Communication with children through electronic devices will be conducted in accordance with the Online Safety and Communication Policy.
* Children required to complete and return the acceptable use statement for internet and social media use.
* All adult supervisors comply with the anti-bullying policy
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| Inappropriate transportation methods | Children |  M | * All transportation has been formally agreed for the purposes of the trip.
* Minimum of two adult supervisors will travel in the vehicle with juniors always sat in the back (in emergency situations it may be necessary for one adult supervisor to drive a child to a hospital).
* Parents and children will be informed of the destination, reason for the journey and who the driver and second adult supervisor will be.
* Parents will have provided a consent form confirming they are happy for their child to be taken in the car.
* Drivers will have a valid UK driving licence, satisfactory DBS check (if applicable), MOT

certificate, road tax and insurance. |  L |

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|  |  |  | * All travellers will comply with laws on the use of seatbelts and restraints.
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| Inappropriate photography, filming, and social media activity | Children |  M | * Club photography policy in effect/adopted.
* Club online safety and communication policy in effect
* All adult supervisors on trip familiar with the LTA photography and filming best practice guidance.
* Children required to complete and return the acceptable use statement for internet and social

media use. |  L |
| Missing children | Children |  L | * Missing player flowchart known to coach and supervising adults.
* Venue management details have been ascertained in advance.
* Contact details for all children mobile devices available to hand if they get separated.
* Children informed of venue meeting points / where to go if they get separated.
* Emergency contact details for all children have been obtained.
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| Inappropriate use of changing facilities | Adults Children |  L | * Children will come to the event changed and ready to play and will shower and change back at home.
* We do not have changing facilities for adults or children, and everyone arrives dressed ready to play so there is no inappropriate use.
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| Late or non- collection of children by parents/carers | Children |  M | * Collection arrangements discussed and agreed in advance with parents, including the process that will be followed in the event of non-collection.
* Significant/repeated concerns about timekeeping and non-collection are raised to the Club Welfare Officer.
* A record of late or non-collection should be emailed to welfare officer and kept on file.
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| Children misbehaving and disrupting coaching sessions. |  |  M | * Coach must hold a valid membership of LTA Coach Accreditation level 2-5 and therefore be trained to manage situations which may arise during coaching sessions.
* Coach is familiar with the LTA Code of Conduct.
* Children must agree to treat each other with respect and follow our anti bullying policy together with our acceptable use statement for internet and social media use.
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|  |  |  | * If a child is exhibiting challenging behaviour which is a risk to other children, the coach/parent and welfare officer will agree strategies to manage the risks and support the child. Unfortunately, if the child continues to present a high risk to himself or others, they may be asked to leave the coaching group.
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| Other (detail) |  |  |  |  |

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| **Name of Coach****Dec Acornley** | **Signature:** | **Date:**07/11/2023 |
| **Name of Welfare Officer / County Safeguarding Officer (delete as required):****Allison Moosa** | **Signature:** | **Date:**07/11/2023 |