




Health and Safety Policy in PE

Signed (on behalf of the Governing Body)	 C. LEWIS CHAIR OF GOV
Date	24 th JANUARY 2024
Date of next review	24 January 2025

1. Introduction

As part of Cambridgeshire Local Authority, our school policy on Health and Safety in PE is underpinned by AfPE's **Safe Practice in Physical Education, School Sport and Physical Activity (2020)**, which is incorporated into the Local Authority's Health and Safety Policy.

2. This purpose of this policy is to

- set out the responsibilities for health and safety management in PE;
- ensure that PE is offered within a well-managed, safe and educational context;
- establish common codes of practice for staff and pupils;
- state common administrative procedures;
- ensure that statutory and local authority requirements are followed;
- set out how we ensure safe inclusion for all in our P.E sessions and apply the STEP principle to engage all learners with physical activity and education.

3. Aims

If followed effectively, this policy should

- ensure an appropriate balance between challenge with good practice in PE;
- involve pupils in their own safety and enabling independent participation later in life;
- fulfil the requirements of the national curriculum for physical education.

It should also ensure...

- forethought and sound preparation;
- an environment which is safe for activity;
- appropriately supervised activities;
- the provision of basic care in the event of an accident.

4. Roles and Responsibilities

4.1 Safety functions of the Subject Leader

In the day-to-day management of health and safety in physical education the PE Leader's role is to ensure that:

- there is a clear physical education safety policy;
- all staff understand their roles;
- procedures and systems for ensuring safety exist;
- policy and procedures are systematically monitored and reviewed;
- there is a smooth flow of health and safety information;
- training in health and safety is available to all staff;
- there is co-operation with senior leaders on health and safety matters;
- risk assessments are produced and implemented;
- the competence of staff contributing to the physical education programme is monitored;
- PE equipment is stored in a safe, tidy and practical manner, taking appropriate action where necessary.

4.2 Safety functions of teachers and support staff.

All teachers and support staff should:

- take reasonable care of their own, pupils' and others' health and safety;
- co-operate with senior leaders over safety matters;
- carry out their work in accordance with training and instruction;
- carry out delegated health and safety tasks as outlined within this policy;
- follow school procedure in managing and reporting any serious risks and failures in safety arrangements.

4.3 Safety functions of pupils.

All pupils should:

- be prepared: by wearing appropriate footwear, appropriate clothing (not too loose, not too restrictive) and removing any jewellery and watches;
- be a good listener, paying attention to directions and safety instructions and sitting / standing still while receiving instructions;
- enter and leave the learning space quietly;
- follow the teacher's signals;
- be careful when in motion, staying within designated areas and remaining within their own personal space;
- move and use equipment properly (as instructed).

5. Efficient information flow

This Health and Safety in PE Policy and all PE risk assessments are reviewed each July by the PE Leader to be shared with the whole staff at the start of term in September as part of the school's safeguarding refresher training. This documentation is then made available to all staff in the Health and Safety in PE folder located under the Safeguarding noticeboard in the staff room. Copies are also stored electronically on the school network in the 'Staff Share' area so that they are easily accessible to all staff.

Updated health and safety information, including notifications from the LA/DfE, is shared via staff meetings, access to notices, bulletins, newsletters etc.

All medical information can be located on the inside of the large cupboard in each classroom. This information is also stored electronically on the school network in the 'Staff Share' area so that it is easily accessible to all staff and on the school's MIS, BromCom.

All medical information is checked annually and amendments made and shared as necessary.

All new medical information is shared immediately and records amended / replaced.

In the event of a significant first aid injury, staff are informed and involved in a 'lessons learned' discussion, which is reportable to the Governing Body.

6. Training for staff.

Staff new to the school will receive an induction which includes routines for moving equipment and small apparatus, emergency procedures, safe handling of gymnastics equipment and will seek further advice on using equipment before use. These routines are also revisited at the start of the school year for all staff, as part of the school's safeguarding refresher training.

There will be ongoing training for staff when new equipment or procedures are introduced, to test emergency and accident procedures and to provide refresher courses for experienced staff and coaches.

7. Equipment maintenance

The equipment and facilities are routinely checked to identify any signs of wear and tear that may cause injury. Any defective items are immediately taken out of use and REJB Sport are notified to fix or advise on further Health and Safety needs when using this piece of equipment.

There is a routine for checking equipment and reporting faults as follows:

When	Person responsible	Action and Reporting mechanism
Every lesson	Teacher	Staff check equipment visually at the beginning of each lesson and before children work on gymnastic apparatus, checking spacing, connection, stability, appropriateness to the age and ability of the group and the tasks set. Not formally recorded part of the lesson preparation. Faulty equipment isolated, reported and taken immediately out of use for repair or replacement. School Business Manager informed on the same day.
Half termly	PE Leader	Faulty or equipment which poses a risk, is identified to SLT and next steps identified. Action taken to ensure that storage spaces are kept tidy and safe.
Annually (Summer Term)	REJB Sport Services Ltd	Faulty or equipment which poses a risk, is identified to SLT and next steps identified.

8. Purchasing and storage of equipment

All items purchased comply with the appropriate British Standards (CE, BSI, BSEN etc) taking into account the nature of the usage, age of pupils, etc.

No items are donated or borrowed from home unless checked with SLT for safety and suitability.

All equipment is stored safely and securely in the PE cupboard located in hall and the outdoor shed.

Storage areas must be kept tidy and allow safe access for staff, pupils must not go into these areas without direct supervision by a member of staff.

Our PE Leader routinely ensures the PE storage area is kept tidy and is a safe/practical space to use.

9. Disposal of Equipment

Equipment deemed to be in a defective state and/or unserviceable ("condemned"), where identified by the specialist inspection company or by staff and confirmed by the SLT is taken immediately out of use and correctly disposed of as soon as possible to prevent inappropriate usage.

"Condemned" items of equipment are not to be used for other non-PE purposes.

10. Accident and Emergency procedures

The procedure for dealing with an accident during curriculum lessons, break time activities and out of hours learning activities are as follows:

- First aid kits, request for first aid support cards and class inhaler boxes will be taken to the hall or outside for PE lessons.
- The class teacher/qualified coach will deal with the accident in the first instance and immediately send for a designated first aiders who will administer any first aid required. First Aid kits are kept in classrooms, the medical room and the medical area situated outside Year 2.
All accidents in PE are recorded following the school's first aid policy by the first aider dealing with the accident and pupil accident report slip will be sent home with children.
- Should a head accident occur, it will be reported to the office and parents will be informed immediately.
Pupils' contact details are kept in the school office (hard copy) and are available via the school's electronic MIS (BromCom).
- Should any injury require hospital assessment/treatment, the first aider will inform the School Business Manager, who will complete the appropriate online form in accordance with the Cambridgeshire County Council (CCC) [Incident Reporting – guidance on what to report](#) document.

In the event of an accident happening off-site, mobile phones would be used to contact parents. If the tournament/fixture was out of school hours when the office was closed, parents contact numbers would be taken to the event.

11. Lifting and carrying apparatus and equipment

Pupils are taught to move the gymnastics apparatus correctly from their first PE lessons in school following the Wyton on the Hill lifting and carrying procedure, which is as follows:

- *Four children to a mat.*
- *Four children to carry tables and mats, two each side.*
- *Four children to carry the benches not at ends but opposite each other side to side.*
- *Carry with thumbs on top.*
- *bend knees, back straight to lift and lower;*
- *always travel in a forwards/ sideways direction – be able to see in the direction they are travelling;*
- *placement of apparatus carefully in position;*
- *carry apparatus at waist height, not lifted high.*

All staff model this procedure at all times.

12. Medical Information

All class teachers are informed of medical issues and class details can be located on the inside of the large cupboard in each classroom. This information is also stored electronically on the school network in the 'Staff Share' area so that it is easily accessible to all staff and on the school's MIS, BromCom.

All medical information is checked annually and amendments made and shared as necessary.

All new medical information is shared immediately and records amended / replaced.

Inhalers are kept in children's classrooms.

Preventative or emergency inhalers will be taken out by class teachers for outdoor activities and into the hall for PE.

Supply teachers will be informed by class teacher of any new medical issues within the class by the School Office.

13. Jewellery

Pupils and staff should **not** wear any jewellery, including ear rings/studs when engaged in physical education or school sport. Staff may wear small personal items, but should model good practice.

Children are advised not to wear jewellery for school in line with our uniform policy.

Children who have recently pierced ears may **not** have them taped while they are healing.

If jewellery cannot be removed then teacher decides if the task-situation can be amended to enable participation/ if not pupils don't take part and informs parents of the concerns.

Teacher regularly checks for new piercings.

14. Clothing and footwear

14.1 Expected PE clothing:

Indoors: navy / white polo shirt with navy, blue or black shorts or leggings

Outdoor: Navy or black sweat top and jogging bottoms for winter, navy / white polo shirt and navy/blue/black shorts in summer

Swimming: A (one piece) swimsuit and swimming cap. Swimming trunks for boys.

Dance and gymnastics will be done in bare feet, where the floor surface is suitable.

Children are never allowed to work in socks.

Where barefoot work is not possible, children will wear plimsolls or similar soft-soled footwear.

Children with verrucas should keep them covered and wear suitable footwear.

Long hair should be tied back and headscarves must be secured safely.

Chewing gum and sweets are not allowed.

Religious artefacts must be removed or made safe. If after liaison with the child's parents, the school is informed that removal is expressly forbidden and the article cannot be made acceptably safe by taping, padding or covering, the activity and involvement of the pupil will be suitably modified to mitigate undue risk.

If children have to wear long trousers for religious reasons, they must wear close fitting leggings. Special care must be taken so that they do not slip on certain apparatus.

All staff should wear appropriate footwear and dress for P.E. As a staff team, we model the standards of dress we expect from the children in line with school policy.

14.2 Changing Routines

On PE days, children come into school wearing their PE kits.

Should children need to change in school, for example, to attend after school sporting activities the following procedures will be followed:

- In KS2 boys and girls will change in separate areas utilizing the classroom and bathroom areas as appropriate, with reminders to close blinds as necessary.
- KS1 and EYFS children will change in their classroom together.

Children who forget kit have access to spare kit kept in school. If children continually forget kit, parents will be informed and a way forward agreed.

15. Pupils with special education needs

The school aims to maximize all pupils' participation in physical education and schools sport. Pupils with SEN pupils participate in lessons in a manner appropriate to their ability and the safety of themselves and others.

We use the STEP process to ensure P.E is differentiated appropriately (Space, Task, Equipment, People).

Staff working with SEN pupils will:

- know the nature of the pupils learning difficulty, disability or emotional or behaviour needs;
- be aware of any constraints on physical activity as a result of the disability or regime of medication;
- be able to provide the emergency treatment necessary if the physical activity exacerbates the disability.

16. Organisation of offsite visits (including inter school fixtures, festivals and competitions)

The general requirements for Educational Visits / "Learning Outside the Classroom" apply to physical education or school sport events not on the school site. The school procedures for off site visits should be followed using EVOLVE and risk assessment processes.

The host school/ club/facility is responsible for completing the risk assessment for the activity and our PE Leader will oversee the risk assessment process for such events, using the school's risk assessment proforma.

Prior to the event, the school member of staff in charge will make themselves familiar with any implications of the host school assessment, clarify any issues with the host and ensure that the pupils (and parents where necessary) are made aware of any procedures to make the situation safe

17. Wet Weather Policy

Lessons should be moved inside only when:

- There is potential risk to the children's safety; the surfaces are too slippery or the pupil's do not have appropriate footwear;
- The weather will prevent effective learning and teaching;
- There is a potential risk to health.

Particular concern should be given to planning a lesson that will be safe in the alternative/inside facility – soft balls, modified rules, different activity etc.

18. Swimming

The school follows guidance issued by the Health & Safety Executive's (HSE) publication Health and Safety in swimming pools.

Further guidance and information can also be viewed on the HSE website.

We work closely with the local swimming pools (One Leisure and Hinchingsbrooke) to ensure risk assessments and processes are up to date and fit for purpose and review these on each new block of sessions in the pool.

19. Evaluation

The effectiveness of this policy will be measured by:

- The number of accidents occurring in PE;
- The quantity of faulty PE items identified at annual inspection;
- Positive feedback collected from pupils, parents, members of staff and other colleagues, including, for example supply teachers and visitors.

20. Monitoring and Review

This policy will be reviewed and revised annually in the light of the latest guidance from AfPE and/or Cambridgeshire County Council by the PE Leader and then annually by the delegated committee of the Governing Body.



Health and Safety in PE Appendix A: Generic Principles of Risk Assessment

The following three generic principles must inform all risk assessment in PE:

- People
- Context
- Organisation

PEOPLE

School staff:

- have appropriate qualifications, experience and confidence
- have a knowledge and understanding of the individuals and group, including medical/behavioural and learning difficulties
- can position themselves appropriately to observe and assess the skills and environment
- have the knowledge to observe and assess the skills and environment
- communicate effectively with volunteers and paid coaches

Volunteers and paid coaches:

- meet the standards outlined in AfPE's guidance on the use of adults other than teachers and private sports organisations in physical education and school sport
- have appropriate qualifications, experience and confidence
- have a knowledge and understanding of the individuals and group
- communicate effectively with school staff

Pupils:

- are made aware and reminded of acceptable behaviour
- have an understanding of risk within the specific areas of activity
- are aware of their own medical conditions/limitations
- are made aware and reminded of routines, rules and procedures for safe PE

CONTEXT

Equipment/Clothing:

- used for purpose for which designed
- suitable for the activity
- safe accessibility and storage
- fixed obstructions such as goal posts are highlighted for safety reasons, and are set up according to manufacturers instructions
- safety rescue equipment is available – swimming/off site

- annual external inspection check
- regular internal inspection check
- appropriate clothing
- removal of personal effects
- adequate safety equipment/personal protection

Procedures/routines:

- standard accident procedure (both on and off site)
- first aid equipment/procedures/responsibilities
- carrying moving equipment
- collection/retrieval of equipment
- pupil changing
- school health and safety policy applied

ORGANISATION

Preparation:

- sessions are planned in advance
- units of work set out specific safety issues for consideration
- ability of pupils matches the demands of the task/activity

Class organisation:

- manageable group sizes
- school staff/pupil ratio
- appropriate supervision at all times
- sufficient space which is appropriate to the activity, for all pupils to perform safely and to the best of their ability
- additional supervision if required e.g. support for disabled pupils
- numbers known/regular scanning/head counts
- orderly movement to and from working area
- warm up/ safe exercise/cool down
- accurate demonstration by staff/pupils/ICT

Pedagogical approach:

- appropriate teaching style used for the activity
- adequate class control
- rules consistently applied
- regular and approved practice/activities used
- policy on physical contact adhered to
- intervention appropriate
- differentiated tasks – STEP framework (Space, Task, Equipment, People)

Emergency action:

- emergency/accident procedures and contingency plans known and applied
- knowledge of critical incident management plan for offsite activities



**Health and Safety in PE Appendix B:
Unit Specific Risk Assessments**



Gymnastics Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.
*NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.**

Activity / Event: Gymnastics	School: Wyton on the Hill Primary School	Risk Assessor's Name: Jo Phillips	Date Shared with Staff: 1 / 09 / 2023
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High Risk (Rate >7) – Unacceptable risk, take immediate action **Moderate Risk (Rate 4 – 6) – May or may not be an acceptable risk. Introduce & make all efforts to control/reduce risk** **Low Risk (Rate 1 – 3) – Risk may be acceptable, but consider possible low or no-cost improvements.**

A	B	C	D E F			G			H J K L			M			N P Q	R
			Risk level without controls Likelihood (1-4) Severity (1-4)	Risk level with controls Likelihood (1-4) Severity (1-4)	Existing controls (preventive and protective measures provided)	Risk level acceptable Y/N	Additional control measures required to reduce risk to acceptable level <i>NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*</i>	Risk level with existing controls Likelihood (1-4) Severity (1-4)	Risk level acceptable Y/N	Residual risk level Likelihood (1-4) Severity (1-4) Risk Level (1-10)	Initials of Risk Assessor					
Lifting/carrying apparatus	N	<p>Risks (Identify who may be harmed, how they may be harmed and how likely it is)</p> <p>Performer (pupils) Tripping, dropping, lifting too much weight</p>	3 2 6	1 1 1	<p>Existing controls (preventive and protective measures provided)</p> <p>Application of Wyton Health & Safety in PE Policy. The apparatus is used in accordance with the manufacturers instructions. The apparatus is checked prior to being used and inspected annually by an external contractor. Any apparatus found to be defective is not used and removed from the working space if possible. Staff induction on safe handling procedures. Performers have been taught how to, and the procedures for, lifting, handling and transporting apparatus safely. Apparatus storage enables the performers to position themselves correctly to lift and move the apparatus safely. Sufficient numbers of performers are used to reduce the weight of the apparatus.</p>	Y	<p>Additional control measures required to reduce risk to acceptable level <i>NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*</i></p>	Y	1 4 4	Y	Likelihood (1-4) Severity (1-4) Risk Level (1-10)	Initials of Risk Assessor				
Use of apparatus	N	<p>Performer, other pupils, teacher, support staff Mount / dismount and move on apparatus Tripping, bumping into apparatus, colliding with another person, fall from a height.</p>	3 4 12	1 4 4	<p>Existing controls (preventive and protective measures provided)</p> <p>Application of Wyton Health & Safety in PE Policy. The apparatus is checked prior to being used and inspected annually by an external contractor. Any apparatus found to be defective is not used and removed from the working space if possible. Staff induction on safe use of apparatus. Performers have received instruction on the safe use of the equipment including: The mount, movement on and the dismount. The maximum numbers of performers per piece</p>	Y	<p>Additional control measures required to reduce risk to acceptable level <i>NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*</i></p>	Y	1 4 4	Y	Likelihood (1-4) Severity (1-4) Risk Level (1-10)	Initials of Risk Assessor				



Gymnastics Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.

NB if additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.*

A		B	C		D E F		G		H J K L		M	N P Q			R	
Hazards (the potential for harm) arising from activity / event		Can the hazard be avoided? Y/N	Risks (Identify who may be harmed, how they may be harmed and how likely it is)		Risk level without controls Likelihood (1-4) Severity (1-4) Risk Level (1-16)		Existing controls (preventive and protective measures provided)		Risk level with existing controls Likelihood (1-4) Severity (1-4) Risk Level (1-16)		Risk level acceptable Y/N	Additional control measures required to reduce risk to acceptable level NB if additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*			Residual risk level Likelihood (1-4) Severity (1-4) Risk Level (1-16)	*Initials of Risk Assessor responsible for monitoring
							<p>of equipment. Layout of apparatus provides space for safe access to and landing from the apparatus. Movement tasks are set which are appropriate to the skill level of the performers. Staff have specific knowledge of individual performers especially those who have difficulties working at height and will restrict access to the appropriate equipment where necessary.</p>									
Additional risk assessment for specific individuals or groups of children may be placed here.																

Any notes / observations from staff at annual sharing meeting: 1/9/23

None identified Phillipa



Dance Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.

NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.*

Activity / Event: Dance	School: Wyton on the Hill Primary School	Risk Assessor's Name: Jo Phillips	Date Shared with Staff: 1 / 09 / 2023
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High Risk (Rate >7) – Unacceptable risk, take immediate action	Moderate Risk (Rate 4 – 6) - May or may not be an acceptable risk. Introduce & make all efforts to control/reduce risk	Low Risk (Rate 1-3) – Risk may be acceptable, but consider possible low or no-cost improvements.
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A	B	C	D E F	G	H J K L	M	N P Q	R	
Hazards (the potential for harm) arising from activity / event	Can the hazard be avoided? Y/N	Risks (Identify who may be harmed, how they may be harmed and how likely it is)	Risk level without controls Likelihood (1-4) Severity (1-4) Risk Level (1-16)	Existing controls (preventive and protective measures provided)	Risk level with existing controls Likelihood (1-4) Severity (1-4) Risk Level (1-16)	Risk level acceptable Y/N	Additional control measures required to reduce risk to acceptable level NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*	Residual risk level Likelihood (1-4) Severity (1-4) Risk Level (1-16)	*Initials of Risk Assessor
Falls, Sprains, bumps	N	Performer (pupils) / performers if bumping into each other	3 2 6	Application of Wyton Health & Safety in PE Policy. The floor is checked prior to being used and inspected annually by an external contractor. Any trip / slip hazards are removed from the working space. Performers have been taught how to, and the procedures for, jumping, skipping, rolling, stretching safely. Pupils given enough space to work in, taking into account the task given. Pupils provided mats for floor work if likely to be using knees.	1 1 1	Y			
Additional risk assessment for specific individuals / groups of children or units of work may be placed here.									



Dance Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.

*NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.**

Any notes / observations from staff at annual sharing meeting: 1/9/23

None identified



Athletics Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.
*NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.**

Activity / Event: Athletics	School: Wyton on the Hill Primary School	Risk Assessor's Name: Jo Phillips	Date Shared with Staff: 1 / 09 / 2023
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High Risk (Rate >7) – Unacceptable risk, take immediate action **Moderate Risk (Rate 4 – 6) - May or may not be an acceptable risk. Introduce & make all efforts to control/reduce risk** **Low Risk (Rate 1-3) – Risk may be acceptable, but consider possible low or no-cost improvements.**

A	B	C		D E F			G			H J K L			M			N P Q			R	
		Risks (Identifies who may be harmed, how they may be harmed and how likely it is)		Risk level without controls Likelihood (1-4) Severity (1-9) Risk Level (1-18)			Existing controls (preventive and protective measures provided)			Risk level with existing controls Likelihood (1-4) Severity (1-9) Risk Level (1-18)			Risk level acceptable Y/N			Additional control measures required to reduce risk to acceptable level <i>NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*</i>				Residual risk level Likelihood (1-4) Severity (1-9) Risk Level (1-18)
Standing jump	N	Performer (pupils) Twists, Breaks, Sprains, Cuts, Dislocates, Bangs, Bruises.	3	2	6	Application of Wyton Health & Safety in PE Policy. Field / surface is checked for hazardous object and holes. Take into account weather/surface conditions. Performers are taught correct techniques for take off and landing. Appropriate foot wear worn, no bare feet.			1	1	1	Y								
Throwing activities	N	Performers, other pupils, teachers and support staff. Being hit with equipment, Falls, Tripping, Slipping, Twists, Sprains, Dislocation	3	3	9	Application of Wyton Health & Safety in PE Policy. The equipment is checked prior to being used. Any equipment found to be defective is not used. Performers have been taught how to use the correct technique when throwing. Performers have been taught the correct procedure for handling the equipment. Performers are made aware of throwing area and direction of throw is clearly identified. Teachers give clear commands for when to throw and when to retrieve. Take into account weather/surface conditions. Appropriate footwear to be worn.			1	3	3	Y								
Running activities	N	Performer, other pupils. Trip, Slip, Fall, Sprain, Collide, Bruises, Breaks, Twists, Bumps.	3	3	9	Application of Wyton Health & Safety in PE Policy. Take into account weather/surface conditions. Appropriate footwear to be worn. Performers have been taught how to use the correct technique when running and using equipment such as batons. Clear instructions given for use of lanes where appropriate.			1	3	3	Y								



Athletics Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.
 NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.*

A		B		C		D E F		G		H J K L		M		N P Q		R
Hazards (the potential for harm) ansing from activity / event	Can the hazard be avoided? Y/N	Risks (Identifies who may be harmed, how they may be harmed and how likely it is)		Risk level without controls		Existing controls (preventive and protective measures provided)		Risk level with existing controls		Risk level acceptable Y/N		Additional control measures required to reduce risk to acceptable level NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*		Residual risk level		Initials of Risk Assessor responsible for monitoring
		Likelihood (1-4)	Severity (1-4)	Risk Level (1-16)	Likelihood (1-4)	Severity (1-4)	Risk Level (1-16)	Likelihood (1-4)	Severity (1-4)	Risk Level (1-16)	Likelihood (1-4)	Severity (1-4)	Risk Level (1-16)			
Additional risk assessment for specific individuals or groups of children may be placed here.																

Any notes / observations from staff at annual sharing meeting: 1/9/23

None identified



Invasion Games (eg. Tag Rugby, Football, Netball, Basketball) Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.
*NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.**

Activity / Event: Invasion Games	School: Wyton on the Hill Primary School	Risk Assessor's Name: Jo Phillips	Date Shared with Staff: 1 / 09 / 2023
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High Risk (Rate >7) – Unacceptable risk, take immediate action **Moderate Risk (Rate 4 – 6) - May or may not be an acceptable risk. Introduce & make all efforts to control/reduce risk** **Low Risk (Rate 1-3) – Risk may be acceptable, but consider possible low or no-cost improvements.**

A	B	C	D		E		F		G	H		J		K	L	M	N	P	Q	R	
			Risk level without controls	Risk level with existing controls	Risk level without controls	Risk level with existing controls	Likelihood (1-4)	Severity (1-4)		Likelihood (1-4)	Severity (1-4)	Residual Risk Level	Residual Risk Level								
Hazards (the potential for harm) arising from activity / event	Can the hazard be avoided? Y/N	Risks (Identify who may be harmed, how they may be harmed and how likely it is)	Likelihood (1-4)	Severity (1-4)	Likelihood (1-4)	Severity (1-4)	Existing controls (preventive and protective measures provided)		Risk level acceptable Y/N	Additional control measures required to reduce risk to acceptable level <i>NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*</i>		Likelihood (1-4)	Severity (1-4)	Residual Risk Level	Residual Risk Level					*Initials of Risk Assessor responsible for monitoring	
Gaining Possession (tackling)	N	Performer collision (both parties) involving both body and head: Fracture Sprain Dislocation Concussion Open wounds	3	3	3	3	Application of Wyton Health & Safety in PE Policy. Performers have been taught how to, and the procedures for attacking, defending and retrieving possession. (According to rules of the game). Monitoring of weather and playing surface conditions. Appropriate number of children for space available. Footwear is appropriate to the activity and the playing surface. Pupils taking part in competitive activities are advised to wear appropriate protective accessories/clothing e.g. shin pads. Pupils taking part in external competitions / activities must wear appropriate protective accessories/clothing e.g. shin pads.		Y												
Moving with an object (close control and transfer of object)	N	Pupils Trip over an object Being struck by an object	3	2	2	4	Application of Wyton Health & Safety in PE Policy. Performers have been taught how to, and the procedures for controlling and passing. (According to rules and tactics of the game). Appropriate number of children for space available. Monitoring of weather and playing surface conditions. Footwear is appropriate to the activity and the play surface.		Y												



Invasion Games (eg. Tag Rugby, Football, Netball, Basketball) Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.

NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.*

A	B	C	D	E	F	G	H	J	K	L	M	N	P	Q	R	
Hazards (the potential for harm) arising from activity / event	Can the hazard be avoided? Y/N	Risks (Identify who may be harmed, how they may be harmed and how likely it is)	Risk level without controls		Risk level with existing controls		Existing controls (preventive and protective measures provided)	Risk level acceptable Y/N		Additional control measures required to reduce risk to acceptable level NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring.*	Residual risk Level	Likelihood (1-4)	Severity (1-4)	Risk Level (1-4)	Initials of Risk Assessor responsible for monitoring	
			Likelihood (1-4)	Severity (1-4)	Likelihood (1-4)	Severity (1-4)										
Additional risk assessment for specific individuals or groups of children may be placed here.																

Any notes / observations from staff at annual sharing meeting: 1/9/23

None identified



Implement Games (eg. Hockey, Tennis, Cricket, Rounders) Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.
*NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.**

Activity / Event: Games - implement	School: Wyton on the Hill Primary School	Risk Assessor's Name: Jo Phillips	Date Shared with Staff: 1 / 09 / 2023
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A		B		C		D E F		G		H J K L		M		N P Q R							
Hazards (the potential for harm) arising from activity / event		Can the hazard be avoided? Y/N		Risks (Identify who may be harmed, how they may be harmed and how likely it is)		Risk level without controls		Existing controls (preventive and protective measures provided)		Risk level with existing controls		Risk level acceptable Y/N		Additional control measures required to reduce risk to acceptable level NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring.*		Residual risk level		*Initials of Risk Assessor			
						Likelihood (1-4)	Severity (1-6)	Likelihood (1-4)	Severity (1-6)	Likelihood (1-4)	Severity (1-6)	Likelihood (1-4)	Severity (1-6)								
Striking actions		N		Pupils, Teacher, Support staff		3 3		Application of Wyton Health & Safety in PE Policy. Equipment is regularly checked prior to being used. Any equipment found to be defective is not used and removed for repair or disposal. Appropriate size stick made available to pupils Correct techniques for dribbling/pushing/hitting/tackling/stopping the ball are taught. Sticks to be kept below waist height. Pupils taking part in small group and / or competition hockey activities must wear appropriate accessories / clothing e.g. shin pads and gum shields (according to school policy)		2 3 6		Y									
Hockey				Splinters/lacerations off sticks May be struck with the stick, struck by the ball Tripping over stick Bruises Open wounds Fractures Dislocations																	
Striking actions		N		Pupils, Teacher, Support staff		3 3		Application of Wyton Health & Safety in PE Policy. Equipment is regularly checked prior to being used. Any equipment found to be defective is not used and removed for repair or disposal. Batter always carries bat Safety zone set up for waiting batters Appropriate safe distance for backstop/wicket keeper from the batter Consideration given to the appropriateness of the type of ball used. Pupils taught correct technique for batting/hitting		2 3 6		Y									
Rounders, Cricket and Tennis				Splinters/lacerations off bats/rackets Struck by bats/rackets Struck by balls Injury to striking arm Bruises Open wounds Fractures Dislocations																	



Implement Games (eg. Hockey, Tennis, Cricket, Rounders) Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.

NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.*

A		B		C		D E F		G		H J K L		M		N P Q		R	
Hazards (the potential for harm) arising from activity / event	Can the hazard be avoided? Y/N	Risks (Identify who may be harmed, how they may be harmed and how likely it is)		Risk level without controls		Existing controls (preventive and protective measures provided)		Risk level with existing controls		Risk level acceptable Y/N		Additional control measures required to reduce risk to acceptable level NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring.*		Residual risk level		*Initials of Risk Assessor responsible for monitoring	
		Likelihood (1-4)	Severity (1-4)	Risk Level (1-16)	Likelihood (1-4)	Severity (1-4)	Risk Level (1-16)	Likelihood (1-4)	Severity (1-4)	Risk Level (1-16)	Likelihood (1-4)	Severity (1-4)	Risk Level (1-16)				
Fielding an object	N	Pupil, Teacher, Support staff Struck by the ball Tripping Collision with player/post Injury to throwing arm Concussion Sprain Muscle strain throwing arm	3	3	9	Application of Wyton Health & Safety in PE Policy. Pupils taught correct technique for sending and receiving the ball. Footwear is securely fastened and appropriate to the activity Fielders on posts stand inside the marked area/batters run outside the posts Pupils made aware of fielding positions	1	3	3	Y							
Pitch conditions	N	Pupils, Teachers, Support staff Tripping/Falling/Slipping Sprain Dislocation	2	2	4	Application of Wyton Health & Safety in PE Policy. Pitch is maintained by an outside contractor, and checked regularly by staff. Pitch is checked prior to use and not used if conditions are unsuitable (wet playing surface/dry, cracked surface). Pupils are made aware of any avoidable hazards.	1	2	2	Y							
Additional risk assessment for specific individuals or groups of children may be placed here.																	



Implement Games (eg. Hockey, Tennis, Cricket, Rounders) Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.

*NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.**

Any notes / observations from staff at annual sharing meeting: 1/9/23

Shin pads for hockey are optional. Parents to be notified of hockey unit and invited to send these. Remember to check shin pads and gunshields are safe. Gfullivan



Swimming Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.

Must be amended in line with current hire pool risk assessments.

*NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.**

Activity / Event: Swimming		School: Wyton on the Hill Primary School			Risk Assessor's Name: Jo Phillips			Date Shared with Staff: 1 / 09 / 2023					
High Risk (Rate >7) – Unacceptable risk, take immediate action		Moderate Risk (Rate 4 – 6) - May or may not be an acceptable risk. Introduce & make all efforts to control/reduce risk			Low Risk (Rate 1-3) – Risk may be acceptable, but consider possible low or no-cost improvements.			Residual risk Level					
A	B	C	D E F		G		H J K L		M	N P Q	R		
Hazards (the potential for harm) arising from activity / event	Can the hazard be avoided? Y/N	Risks (Identify who may be harmed, how they may be harmed and how likely it is)	Risk level without controls Likelihood (1-4) Severity (1-4) Risk Level (1-16)		Existing controls (preventative and protective measures provided)		Risk level with existing controls Likelihood (1-4) Severity (1-4) Risk Level (1-16)		Additional control measures required to reduce risk to acceptable level NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*	Residual risk Level Likelihood (1-4) Severity (1-4) Risk Level (1-16)		Initials of Risk Assessor	
Changing - supervision	N	Pupils Cuts Slips, trips, falls Entering pool area Child protection	3	1	3	Application of Wyton Health & Safety in PE Policy. Application of DfE guidance, giving Cambs County requirements for school swimming. Flooring maintained so it can be walked upon with bare feet. Pupils told not to run in the changing rooms. Areas where there are large amounts of water need to be covered with matting or non-slip floor covering. Pupils not allowed into pool area without staff present. Teacher supervision and safeguarding checks. Refer to policy re: changing regulations.	1	1	1	Y			
Depth of water	N	Pupils Drowning	4	4	16	Application of Wyton Health & Safety in PE Policy. Application of DfE guidance, giving Cambs County requirements for school swimming. Appropriate number of trained resuscitators present at all times. If instructors are also acting as resuscitators they must not be in the water unless there is the appropriate cover on poolside. Pupils must never be left unsupervised in the pool. Young children or those unable to swim must have appropriate flotation devices. For SEND pupils instructor and or suitable adult	1	4	4	Y			



Swimming Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.

Must be amended in line with current hire pool risk assessments.

NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.*

A Hazards (the potential for harm) arising from activity / event	B Can the hazard be avoided? Y/N	C Risks (Identify who may be harmed, how they may be harmed and how likely it is)	D E F Risk level without controls		G Existing controls (preventative and protective measures provided)	H J K L Risk level with existing controls		M Additional control measures required to reduce risk to acceptable level NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*	N P Q Residual risk level			R 'Initials of Risk Assessor responsible for monitoring	
			Likelihood (1-4)	Severity (1-4)		Risk Level (1-16)	Likelihood (1-4)		Severity (1-4)	Risk Level (1-16)			
Pool Care / Maintenance		Swimmers Temperature Chemical Balance Contamination of Pool Debris	4	3	12	1	3	1	Y				
Swimming ability		Pupils Drowning	3	4	12	1	4	4	Y				



Swimming Risk Assessment

Generic form for teachers / coaches to review prior to unit of work and annotate if appropriate / necessary.

Must be amended in line with current hire pool risk assessments.

NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring and sign off.**

A		B		C		D E F		G		H J K L		M		N P Q		R		
Hazards (the potential for harm) arising from activity / event		Can the hazard be avoided? Y/N		Risks (Identify who may be harmed, how they may be harmed and how likely it is)		Risk level without controls Likelihood (1-4) Severity (1-4) Risk Level (1-16)		Existing controls (preventative and protective measures provided)		Risk level with existing controls Likelihood (1-4) Severity (1-4) Risk Level (1-16)		Risk level acceptable Y/N		Additional control measures required to reduce risk to acceptable level NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*		Residual risk level Likelihood (1-4) Severity (1-4) Risk Level (1-16)		Initials of Risk Assessor responsible for monitoring
								Existing controls (preventative and protective measures provided)						Additional control measures required to reduce risk to acceptable level NB If additional control measures are added (column M), they must be signed off and dated by the teacher / coach and a copy forwarded to the risk assessor for monitoring*				
Additional risk assessment for specific individuals or groups of children may be placed here.								Maximum pupil load not exceeded.										

Any notes / observations from staff at annual sharing meeting: 1/9/23

Personal booking made with St Ivo / one Leisure for Summer 2024.
Swimming teacher will be brought in as usual.
Teacher to check mess up to last risk assessments. Phillips

