



**Dawlish Lawn  
Tennis Club**

# **JUNIOR WEEKEND CLUBSESSIONS**

## **RISK ASSESSMENT**

**VERSION 1.0 – MARCH 2024**

## Risk Assessment

Assessing the risks at any event/activity is essential. This risk assessment has been pre-populated with a non-exhaustive list of some key hazards that apply to most events and activities. Consideration must be given for additional control measures that may be required for these hazards, along with any other hazards that are specific to the type of event/activity. These may include the use of any special equipment, health and safety and access needs for disabled children/adults.

| Name and role of Lead Adult           | Name of other adult supervisors | Date of risk assessment  |
|---------------------------------------|---------------------------------|--|
| Robert and Peter Elver (Head Coaches) | None                            | 16/03/2024   |
| Name of Event/Activity                | Number of Children              | Date(s) of Event/Activity  |
| Junior Weekend Clubsessions           | 6 to 12                         | Saturday mornings (10.00am & 11.00am)<br>Sunday mornings (10.00am and 11.00am) |

| Hazard   | Who at risk | Initial Risk Score (L / M / H) | Control Measures   | Mitigated Risk Score (L / M / H) |
|--|-------------|--------------------------------|--|----------------------------------|
| Risk of incidents arising from unsupervised children | Children    | L                              | <ul style="list-style-type: none"> <li>Coaches running the group will be LTA Accredited or hold an up-to-date DBS and have completed basic awareness safeguarding training</li> <li>Emergency contact information shared.</li> <li>Coaches running the four group sessions (and other adult supervisors) is competent for the scope of the specific event/activity undertaken.</li> <li>Players are briefed about appropriate conduct (including the code of conduct) and specific risks about which they should be aware</li> </ul> | L                                |
| Emergencies, medical issues and accidents            | Children    | L                              | <ul style="list-style-type: none"> <li>Coaches running the group sessions will be First Aid trained</li> <li>Consent process includes specific medical/medicinal information, dietary requirements and emergency contact details</li> <li>Coaches running the group sessions will have access to a First Aid kit at the club.</li> <li>Coaches running the group sessions will ensure they have a mobile phone when at the club</li> <li>Coaches running the group will have all the emergency contact phone numbers</li> </ul>      | L                                |

|  |                    |   |  |   |
|--|--------------------|---|--|---|
|  |                    |   | <ul style="list-style-type: none"> <li>• Clubsessions times and coaches running the group are known to emergency contacts.</li> <li>• Any specific medical needs have been considered as follows</li> </ul>  |   |
| Adverse weather  | Children           | L | <ul style="list-style-type: none"> <li>• If it is raining sessions are cancelled half hour before via club process of posting cancellations on the Club FB Group page</li> <li>• Where over-exposure to the sun is possible, sun block carried (at least SPF30) and administered by the children themselves</li> <li>• Access to drinking water available</li> <li>• Suitable breaks out of the sun as required</li> </ul>   | L |
| Risk of abuse and bullying                                   | Children           | L | <ul style="list-style-type: none"> <li>• Clubhouse/courts vacated by all adults at least 15 minutes before the session start time.</li> <li>• Coaches running the sessions will be LTA Accredited or hold an up-to-date DBS and have completed basic awareness safeguarding training</li> <li>• Coaches running the sessions will be aware of and comply with the club's safeguarding policy and procedures</li> <li>• Children and parents will be given information and informed of who to report any concerns to</li> <li>• All adult supervisors comply with the anti-bullying policy</li> </ul> | L |
| Inappropriate photography, filming and social media activity | Children           | M | <ul style="list-style-type: none"> <li>• Club photography policy in effect</li> <li>• Club online safety and communication policy in effect</li> </ul>   | L |
| Inappropriate use of changing facilities                     | Adults<br>Children | M | <ul style="list-style-type: none"> <li>• Showers have been taken out of use</li> <li>• Children will have single use of changing facilities/attend sessions ready to play</li> <li>• Coaches will not use the changing facilities at the same time as children</li> </ul>  | L |
| Late or non-collection of children by parents/carers         | Children           | M | <ul style="list-style-type: none"> <li>• Collection arrangements discussed and agreed in advance with parents</li> <li>• Children to remain within the club boundary fences to wait for parents to arrive</li> <li>• Coaches to remain at club until last child is picked up</li> <li>• Parents allowing their children to walk home will provide written confirmation</li> <li>• If Coaches running the session have significant/repeated concerns about timekeeping and non-collection they will raises it with the Club Welfare Officer</li> </ul>  | L |

|   |  |                         |
|---|--|-------------------------|
| <b>Name of Lead Adult:</b> Robert Elver & Peter Elver | <b>Signature:</b> Robert Elver & Peter Elver | <b>Date:</b> 16/03/2024 |
| <b>Name of Welfare Officer:</b> Jo Hussain            | <b>Signature:</b> Jo Hussain                 | <b>Date:</b> 16/03/2024 |