

# British Wadokai Activity/Trip Risk Assessment

Activity / Trip or Event\* *delete where appropriate*



Club \_\_\_\_\_

Activity or Trip/event name: \_\_\_\_\_

Location: \_\_\_\_\_

Date & Time: \_\_\_\_\_

Committee Position & Name: \_\_\_\_\_

Committee Signature: \_\_\_\_\_

<b>Total Score</b>

**Aimed at: Complete Beginners / Beginners / Intermediate / Advanced / All\* delete where appropriate**

**Score each category e.g. Location, in the box at the top of each column of the table below according to the scale (1 – 5) on**

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Score (1 – 5)	Location	Group	Leader(s)	Equipment	Transport	First Aid *	Weather	Activity
1	A managed and staffed centre catering specifically for your activity	Whole group with appropriate competency at and above level of activity	Leaders qualified at or above appropriate level for activity	No equipment or protective clothing required	Activity on site or local, no transport requirements for participants	First Aid available. Access to Emergency support. Persons qualified at appropriate level.	Change in weather will have no adverse effect on group	No physical or strenuous activity (e.g. meal)
2	A managed and staffed centre that is suitable for your activity	Majority of group with appropriate competency at or above level of activity	Leaders experienced in leadership role at or above level of activity	Minimal equipment or protective clothing required to undertake activity. Required for comfort or peace of mind	Use of hired coach or public transport	First Aid not available. Access to Emergency support. Persons qualified at appropriate level.	Change in weather will have minimal effect of activity	Light physical activity no body contact
3	A managed but unstaffed centre or site suitable for your activity	Majority of group with appropriate competency for level of activity with suitable leadership or supervision	Leaders experienced and competent as a participant at level of activity. No leadership experience at this level	Some equipment or protective clothing required by participants. No training required for use, equipment failure may cause minor injury	Local or regional movement of participants or large/heavy items, using self driven vehicles	First Aid available. Access to Emergency Support. No, or insufficient Persons qualified at appropriate level	Change in weather could cause problems if the group is not adequately prepared with training or equipment	Moderate physical activity with medium body contact
4	Unmanaged and unstaffed site or centre suitable for your activity	Group with some competency in activity. Some awareness of risks involved	Leaders with some experience of activity but not at this level. No leadership experience	Complex, delicate or extensive equipment or protective clothing required for some or all participants. Training on use of equipment required. Some reliance on equipment where failure may cause some injury	National movement of participants using self drive vehicles or including over night stay	First Aid not available. No access to Emergency support. Persons qualified at appropriate level	Change in weather could rapidly lead to serious problems if the group is not adequately experienced or equipped	Strenuous physical activity high contact sport
5	A remote location. Unmanaged and unstaffed site	Large proportion of absolute Novices with no or little experience of the activity at any level	No experience of activity as a participant or leader	Complex, delicate or extensive equipment and/or protective clothing required for all participants. Extensive training on use of equipment required. Direct reliance on equipment, failure is likely cause serious injury	Transportation of heavy or large items and many people, use of minibuses and trailers or traveling abroad	First Aid not available. Persons not qualified at appropriate level. With or without access to Emergency support	Change in weather could have very serious repercussions for the group	Involves participants being in or around water or 2m or more off the ground

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**First Aid** - Where a third party is qualified in first aid at an appropriate level, but not a member of an emergency service or your club. e.g. Instructor, attendant at sports facility

**Access to Emergency Support** - Where trained professionals would be able to be called to an incident within 45 minutes of an incident. e.g. Ambulance, Mountain Rescue, Coast Guard

**Persons Qualified** - Club members with First Aid Qualification a minimum of 4 hour First Aid Certificate for Societies, Pitch and Racket Sports, 8 hours or more for water sports, outdoor or hazardous activities (specialist certificates may be suitable)

7 - 11	12 - 18	19 - 24	25 - 29	30 - 35
Low Risk	Medium Risk	High Risk	Extreme Risk	Unacceptable Risk