

Northampton Nene Angling Club

Risk Assessment: Indoor Angling Activities

Assessment agreed and signed for by:.....

Position:.....

Date:.....

Task, activity or environment	Specified Hazard details	Who is at Risk?	Severity	Existing controls to either eliminate or reduce the risk of an accident happening.	Probability of an accident happening?	What is the risk rating?	Action Necessary to reduce risk
Painting	Contact with eyes and skin. Spillages causing a slip hazard.	Tutors, Participants	Medium	Students are supervised during each activity, staff ratios according to ages and abilities Students wash their hands & faces thoroughly after each activity Clean up spillage immediately and the floor is in a dry, safe condition Staff watch students for any allergic reaction to materials used	Possible	Low Risk	Staff to constantly monitor students use of materials
Using Clay	Spillages causing a slip hazard. Contact with eyes and skin	Tutors, Participants	Medium	Staff to watch out for any adverse reaction when students are using the clay Students wash their hands thoroughly after using the clay Students given instructions before the activity Spillages of clay and/or water are mopped up immediately to avoid a trip/slip hazard Suitable aprons are supplied to avoid getting clothing soiled All clay working tools must be age appropriate for group and with no sharp edges	Possible	Low Risk	Staff to constantly monitor students use of materials

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Using Glue	Contact with skin, hair eyes etc	Tutors, Participants	Medium	Students instructed not to use excessive amounts and to avoid spillages at all times Only approved products are to be used Adhesives to be water based rather than solvent based and be non-toxic Manufacturer's instruction should be read and followed by staff to become aware of the possibility of solvent abuse and children becoming sensitised to solvents and glues etc.	Possible	Low Risk	Safety talk and constant supervision
Using scissors	Cuts and "nip" injuries	Tutors, Participants	Medium	Use only round-headed scissors Student are supervised during the activity and given instruction in the safe use of any equipment used Scissors must be counted out and in and properly stored Dispose of any faulty or damaged scissors	Possible	Low Risk	Safety talk and constant monitoring when scissors are being used
Using a glue gun	Burns, due to hot components and glue	Tutors, Participants	Medium	Low-melt glue guns are considered safer than Hot-melt glue guns and should be use if possible. If hot-melt glue guns are to be used, these should only be used by older children and under strict supervision. A glue gun stand should be used; equipment should only purchase from a reputable supplier	Possible	Medium Risk	Constant supervision of glue gun usage and placing of glue gun when not in use
Using balloons	Hygiene & Asthmatic problems	Tutors, Participants	Medium	When using balloons which are blown or inflated by mouth, staff should ensure hygienic procedures are followed. Students should not share mouthpieces etc. Students known to be asthmatic or unwell should be monitored to assess safety and wellbeing during the inflation of balloons by mouth. A balloon pump should be used if available for inflating balloons	Remote	Low Risk	Health & safety constant monitoring of activities

Using tools	Cuts, lacerations, impact injury and abrasions	Tutors, Participants		Students are shown correct and safe use of tools and implements Tools should not be left out. They should be returned to the toolbox or cupboard and counted after each session. Horseplay should be actively discouraged	Possible	Medium Risk	Observe Health & Safety when using tools. Constant monitoring
Using sharp objects (Craft Knives, hooks,)	Cuts & lacerations piercings	Tutors, Participants	Medium	All cutting tools and equipment must be kept sharp to avoid excess pressure being applied. If cutting tools are used, a cutting board or mat should be used to avoid damage to unprotected surfaces. Craft knives should only be used under strict supervision and by older children. Metal safety rules should be used when drawing straight lines. Craft knives with retractable blades should be used whenever possible. A "QuickCutter" is a safer alternative for younger children. Hooks must be handled carefully	Possible	Medium Risk	Observe Health & Safety Students to be supervised at all times when using craft knives and hooks
Making holes in paper, card & plastic	Stabbing injuries, cuts & abrasions	Tutors, Participants	Medium	When making holes in materials, a pointed pencil can be used if underside of material is supported by "Blue Tack" or similar A hole punch or paper drill is suitable for making holes If tools are used, a cutting board or mat should be used	Possible	Low Risk	Health & Safety
Car Park	Moving cars	Tutors, Participants	High (get run over by car/ fatal)	Park car with participant's door facing the sidewalk so that participant gets out of the car on the sidewalk side Leader has basic first aid. Leader to lead participant across the road, crossing at traffic controlled pelican crossing if possible	Possible	Medium Risk	Health & Safety Talk. Constant supervision and reminder to participant to look out for cars
Toilets	Strangers Slips and falls	Tutors, Participants	Medium	Leader to monitor toilet breaks	Possible	Low Risk	regular reminders about possible hazards.

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Hot Drinks	Scalding	Tutors & Participants	Medium	Supervision when using boiled water from a flask or kettle. Storage and holding of hot drinks	Possible	Low Risk	Leader has basic first aid Cold water included in essentials box
Emergency Procedure:		<p>ALWAYS HAVE YOUNG PERSON'S MEDICAL/CONSENT FORM ON HAND WITH EMERGENCY DETAILS Carry 2 mobile phones fully charged and credit for 2 different net works</p> <ol style="list-style-type: none"> 1. Call 999/112, if required 2. Call referrer to inform of accident details 3. Complete incident/accident form 4. Call parent/guardian/carer of young person. 					
Group Size		<p>Maximum participants Student to Supervisory Adult ratio: 3:10</p>					
In case of breakdown:		<ol style="list-style-type: none"> 1. Call Breakdown Services 2. Phone referrer with contingency plan that deviate from standard/agreed timings and transport arrangements. 					
First Aid		<p>Group Leader will be at least: Basic medical First Aider trained and carrying a first aid kit, as part of essential kit.</p>					

Risk Assessment will be reviewed in March 2022