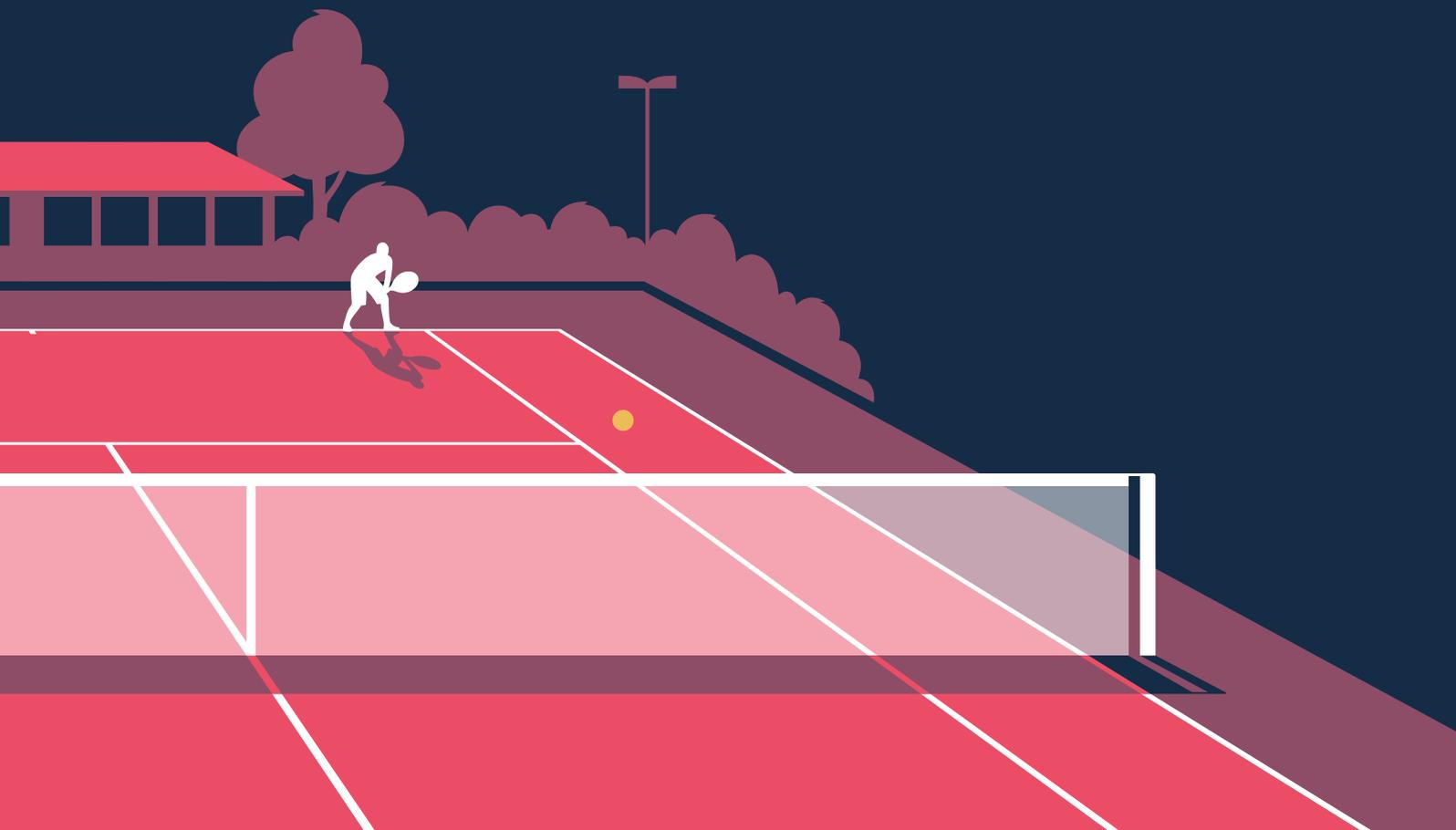


**Competition Risk
Assessment**

October 2020

Sport & Entertainment



Competition Risk Assessment

Competitions are a vital part of the sport, but it is important that these are managed to ensure the safety of everyone concerned.

As an LTA registered venue you will have completed a risk assessment related to the maintenance of your courts and grounds, but there are things that you should consider that are specific to the management of the competition itself.

If risks are not appropriately managed, there is a risk of injury to players and competitors, officials, spectators, volunteers, paid employees and general members of the public.

The following are points you should consider when managing risks at your events. Please answer Yes, No or Not Applicable as appropriate.

- If you answer **Yes**, add notes to confirm what mitigating action you have taken to manage the risk.
- If **Not Applicable**, please add notes to explain why this risk is not applicable to your event.
- If your answer is **No**, you should take steps to ensure the risk is being managed and you can add notes to explain how you will do this.

Name of person completing form

Name of venue

Date of completion

	Question	Yes/No/NA	Notes
1	Do suitable arrangements exist in the event of adverse weather during the event?		
2	Is there a policy/procedure in place should there be a safeguarding issue during the event?		
3	Is there a policy/procedure regarding photography and filming in place at the event and communicated to staff, volunteers, coaches, parents and players?		
4	Are the size and number of changing facilities (including toilets) appropriate for the event and number of players and attendees?		

- 5 | Are children able to use changing facilities and toilets separately to adults?

- 6 | Are procedures in place in relation to unsupervised or missing children during the event?

- 7 | Are there sufficient staff and measures in place to respond to an accident, security incident or emergency at the event?

- 8 | Are emergency access points and assembly points properly marked, operational and checked regularly?

- 9 | Is there appropriate and sufficient on-site catering and water for the event?

- 10 | Is there adequate first aid provision in place for the event including supplies, signage and trained people?

- 11 | Is there a supervised area for players to rest/wait when not competing?

- 12 | Are there suitable parking facilities with capacity for the event and increased vehicle sizes (e.g. minibus)?

- 13 | Equipment being stored along the sides and behind the backdrops at the back of courts

- 14 | Courts next to a cricket pitch and spectators in danger of (possibly) being hit with a ball (could also be extended to include football and rugby)

- 15 | Building work taking place at the venue

- 16 | Is there a secure area for event staff to leave personal items (e.g. change of clothes, bags, etc.)

- 17 | Are there any other events happening at the same time (e.g. cricket competition) which might place additional pressures on the facilities?





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