

# BARTON CAMP

## INDOOR GAMES AND ACTIVITIES (Using the Camp Hall).

Assessment to be adopted, adapted or improved by each establishment.

What <b>task, activity</b> or <b>environment</b> is being assessed?	What <b>hazards</b> are present or may be generated?	Who is <b>affected</b> or <b>exposed</b> to the hazards?	What degree of <b>injury</b> can be reasonably expected?	What <b>precautions</b> are already in place to either eliminate or reduce the risk of an accident happening?	<b>Probability</b> of an accident happening?	What is the <b>risk factor?</b>
<b>Indoor Games &amp; Activities (Using the School Hall)</b>	Strains, sprains, pulled muscles, bruises, cuts and knocks. Entrapment of certain parts of the body. Slips trips and falls.	Pupils, staff and helpers	Minor Injury	<ul style="list-style-type: none"> <li>• Staff ensure that pupils are warmed up prior to activity beginning</li> <li>• Pupils wear the correct clothing during session</li> <li>• All jewellery and watches are removed before session begins</li> <li>• Long hair is tied back</li> <li>• Appropriate footwear for the activity is worn with NO plastic soled footwear allowed</li> <li>• Chasing games using apparatus or equipment is not permitted</li> <li>• Chairs are not used as part of PE equipment</li> <li>• All floors are smooth and cleaned with materials with non-slip properties</li> <li>• Staff inspects the equipment prior to the beginning of the activity ensuring that it is free from damage and loose parts.</li> </ul>	<b>Possible</b>	<b>Low Risk</b>
<b>Using the Classroom</b>	Slips, trips and falls	As above	Minor Injury	<ul style="list-style-type: none"> <li>• Classrooms should be arranged to safely accommodate all participants</li> <li>• Staff and helpers should be aware of the emergency procedures</li> <li>• Matting should be flat with no worn or feathered edges offering a trip hazard.</li> <li>• Furniture to be safely placed around the room with no projections or trip hazards.</li> </ul>	<b>Possible</b>	<b>Low Risk</b>

**Continued on next sheet**

**Continuation sheet 1**

<b>Indoor Games and Activities (Using the Camp Hall)</b>	Strains, sprains, pulled muscles, bruises cuts and knocks. Entrapment of certain parts of the body. Slips, trips and falls.	Pupils, staff and helpers	Minor Injury	<ul style="list-style-type: none"> <li>• Crash mats are used wherever possible for the activity or session.</li> <li>• Excessive running or jogging on hard surfaces is to be avoided</li> <li>• Staff are aware of pupils with special needs, i.e. Asthma, diabetes etc</li> <li>• Pupils are assessed before each activity to ensure that they are competent to participate</li> <li>• Pupils are given instructions as to what the activity is and how to take part</li> <li>• During the lesson, staff supervise all of the time and children are never left unintended</li> <li>• All emergency exits are to remain clear of obstructions</li> <li>• When not in use, chairs are to be stacked or removed to another location or storeroom</li> </ul>	<b>Possible</b>	<b>Low Risk</b>
What is the hazard that needs to be controlled?	What <b>additional precautions</b> are needed to either eliminate or reduce the risk to at least a <b>Low Risk Rating or ideally No Significant Risk</b>			Who is <b>responsible</b> for these controls?	<b>When are</b> these controls to be implemented?	<b>When were</b> these controls implemented?
<b>Indoor Games and Activities (Using the Camp Hall)</b>	<ul style="list-style-type: none"> <li>• Regular inspections are carried out including wooden floors, cracked windows and the need for safety glass where appropriate.</li> <li>• The equipment is inspected annually by a specialist contractor in accordance with the <b>APE (Association of Physical Education, formerly BAALPE)</b> publication "Safe Practice in Physical Education and School Sport"</li> <li>• Crash mats are checked regularly to ensure that they are not disintegrating</li> <li>• All equipment should be constructed, assembled and used in accordance with the manufacturers instructions</li> <li>• Equipment that is on a frame should not have protruding edges or apertures of such a size which all parts of the pupil's body could fall through but restrict others such as the head.</li> <li>• Any equipment used must be free of splinters and toxic surface treatment</li> <li>• All equipment must be free of sharp edges to minimise the risk of a collision with a sharp corner.</li> </ul>			<b>Staff and activity leaders.</b>		
© Written by the Safety Officer. Date of assessment: <b>14/10/03</b> . Date reviewed: <b>20/02/08</b> . Date of next review: <b>20/02/10</b> . Signed for by: ..... Position: ..... Date: .....						