



Risk Assessment: Indoor Games and Activities (Using Camp Hall)

Assessment to be adopted, adapted or improved by each establishment

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

				<ul style="list-style-type: none"> Furniture to be safely placed around the room with no projections or trip hazards 		
Indoor Games and Activities (Using the Camp Hall)	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"> Crash mats are used wherever possible for the activity or session. Excessive running or jogging on hard surfaces is to be avoided Staff are aware of pupils with special needs, i.e. Asthma, diabetes etc Pupils are assessed before each activity to ensure that they are competent to participate Pupils are given instructions as to what the activity is and how to take part During the lesson, staff supervise all of the time and children are never left unintended All emergency exits are to remain clear of obstructions When not in use, chairs are to be stacked or removed to another location or storeroom 	Possible	Low Risk

What is the hazard that needs to be controlled?	What additional precautions are needed to either eliminate or reduce the risk to at least a Low Risk Rating or ideally No Significant Risk	Who is responsible for these controls?	When are these controls to be implemented?	When were these controls implemented?
Indoor Games and Activities (Using the Camp Hall)	Regular inspections are carried out including wooden floors, cracked windows and the need for safety glass where appropriate. The equipment is inspected annually by a specialist contractor in accordance with the APE (Association of Physical Education, formerly BAALPE) publication "Safe Practice in Physical Education and School Sport"	Staff and activity leaders		



	<ul style="list-style-type: none">• Crash mats are checked regularly to ensure that they are not disintegrating• All equipment should be constructed, assembled and used in accordance with the manufacturers instructions• 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.• Any equipment used must be free of splinters and toxic surface treatment• All equipment must be free of sharp edges to minimise the risk of a collision with a sharp corner.			
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All risk assessments are reviewed annually in September