

# Horsford Cricket Club Risk Assessment

Assessment carried out by: David Masdin in conjunction with HCC Executive Committee.

What are the hazards?	Who might be harmed and nature of risk?	Level of risk (high, medium, or low). What are you already doing to control the risks?	What further action do you need to take to manage/control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Transmission of Covid-19	Facility users, volunteers, visitors.	Med - Separate Covid-19 risk assessment in accordance with ECB guidelines – if required	Annual update or when appropriate	Club Sec & Chair	Ongoing	
Playing & training area surfaces	Players, umpires	Low – check that playing & training area surfaces are safe to use & free from obstruction.	None	Coaches & Grounds staff	Ongoing, pre-match & pre-practice & youth training.	
Injury during matches	Players, umpires, public - Injury	Low - All matches properly regulated, with ECB, NCB and NCL guidance	None	Umpires & team captains	Ongoing	
Tripping, slipping or being hit by the ball due to bumpy or wet outdoor playing surface	Players, umpires, public - Injury	Low - Maintain playing surfaces in good condition. Check that the playing areas are safe and free from obstacles and spectators are at a safe	Pre-season and post season maintenance	Groundsmen & volunteers, coaches, umpires & Captains	Throughout playing season April to September	

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		distance. Decision made by Umpires in conjunction with the captains as to the playing of a game or not				
Player with a medical condition	Players - Medical difficulty	Low - Check that the attendance register is up to date with medical information and contact details are available. Participants encouraged to disclose any injuries or medical conditions before activity starts	Team Captains to be advised to ensure the attendance register is kept up to date	Club safeguarding office, coaches and team Captains	Date of first organised match in April.	
Players getting injured because they have not warmed up correctly	Players - injury	Low - Participants encouraged to warm up and cool down and to wear appropriate clothing. Including protection from the sun.		Coaches, Captains and players	Pre – season to end of season April to October	
Lack of suitable equipment	Players - injury	Low - Players wear appropriate protective equipment (pads, box, gloves and optional helmet).	Youth players parental volunteers to be advised of protective equipment requirements	Captains, players and youth coaches	Ongoing for adult players. Youth team players and parents, coaches etc to	

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		Youth teams to wear protective equipment in line with ECB and NCB guidance			be fully notified by end of May	
Wicket Keeping Injuries from being close to the wicket for spin/medium paced bowlers, being hit by the ball either from a top edge from a batter or by not catching the ball. Wicket keeper losing ball in the sun.	Players - injury	Low - Wicket keeper to wear correct protective equipment. Wicketkeeper to wear a sunhat/cap. Wicket keeper to stand up to the wicket, where competent.	None	Players, captains, youth coaches	Throughout playing season	
Dehydration	Players and spectators – medical problem	Low - Players encouraged to keep hydrated. Players to have regular breaks for drinks on hot days. Rest. Remove player/spectator to cool conditions. Seek medical attention if required.	None	Captains and players	Ongoing	

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Sunburn and heatstroke	Players – medical problem	Low - Apply sun cream regularly. Keep hydrated. Wear a hat. Seek medical attention if required.	None	Youth Coaches, Captains, players, umpires	Ongoing	
Spectators hit by ball	Visitors and members - injury	Low - Public kept away from playing areas. Spectators to watch from outside of the boundary. The boundary will be clearly marked.	None	Coaches & Captains	Ongoing	
Lack of an adequate First Aid Kit	Players, members and visitors - lack of assistance with basic first aid	Low – maintain adequate first aid. Renew out of date bandages etc	Ensure first aid kit is accessible, stocked and clearly marked	House Chair, Hon Sec and Captains	End of March	
Communication of safety procedures	Players, members and visitors - Players and the public not aware of the safety procedures	Low - Check that safety procedures are published and posted somewhere for all to see. Ensure that volunteers and staff have access to information relating to health and safety.	Post notices before each game.	Captains and Committee members	Ongoing throughout season	

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Location of defibrillator	Players, members and visitors – medical problem	Low – Check awareness of location of defibrillator	Captains to be aware of location of defibrillator in kitchen. Checked by R.Snelling weekly	Captains and Committee members. R.Snelling	Ongoing throughout season	
Injury during net practice	Players, coaches and members – physical injury	Medium - Net practice to be properly supervised. Club Committee to ensure that the coaches are qualified and insured and where applicable a DBS is completed & verified by the appropriate authorities.	None	The main responsibility lies with the coach, and the most senior member of the committee present.	Ongoing throughout season	
Balls being hit back down the net lane	Players and members – physical injury	Medium - Maintain facilities in good order - netting, surfaces, grass etc. Placement of suitable notices. Enforce net practice protocol.	Education of all players to take care especially with position of the sun. Follow sensible net practice protocol	Groundsman & volunteers, Coaches and Committee members	Ongoing throughout season	
People being not sufficiently warmed up	Players – physical injury	Low - Participants encouraged to warm up & cool down & to wear appropriate clothing. Including protection from the	None	Coaches and players	Ongoing throughout season	

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		sun.				
Equipment	Players and coaches - injury	Low - Players wear appropriate protective equipment (pads, box, gloves and optional helmet). Under 18's must wear compliant helmets when facing cricket balls.	None	Coaches and players	Ongoing throughout season	
ECB guidelines and procedures	Players, members and visitors - injury	Low - Training and games to be structured in conjunction with ECB guidelines and best practice.	None	Committee members and coaches, captains	Ongoing throughout season	
Various safeguarding issues and/or concerns	Players	Potential for major issues to arise which could become serious in extreme cases	<p><b>Qualified Coach (ECB L2 / F1 or above):</b></p> <ul style="list-style-type: none"> <li>Valid DBS</li> <li>Current 1<sup>st</sup> aid (within 3 years)</li> <li>Valid Safeguarding YC (within 3 years)</li> </ul> <p><b>Additional Responsible Adult Supervising:</b></p>	<p>Committee members, Captains and coaches</p> <p><b>If in any doubt refer to the County Safeguarding Team</b></p>	Ongoing throughout season	



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			<ul style="list-style-type: none"> <li>You must have a responsible adult in attendance at the session</li> <li>This person must be at least 18 years old and have a valid DBS but no need for any formal coaching qualifications</li> <li>Note that mixed boys and girls sessions must have at least one male and one female present – this can be the coach and supervising adult</li> </ul> <p><b>Participant Ratios:</b></p> <ul style="list-style-type: none"> <li>Softball Practice: (1 coach/24 participants)</li> <li>Hardball practice: (1 / 16)</li> <li>Net practice: (1 / 8)</li> </ul> <p><b>Supervising Ratios:</b></p> <ul style="list-style-type: none"> <li>8 years and under: 1 adult / 8 children</li> <li>9 years and over: 1 adult / 10 children</li> </ul>			

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Use of and maintenance of motorised heavy roller and mowing equipment	Groundsman & volunteers – physical injury	Low - Ensure due care with motorised heavy roller and mowing equipment. Ensure all ground staff and volunteers likely to use the equipment are properly trained and competent or are properly supervised by a competent/trained member of the ground staff. Ensure equipment is subject to a regular, routine servicing and maintenance programme. Records of maintenance kept.	Train up volunteer staff	Groundsman, Committee members	Ongoing	
Manual handling	Groundsman and volunteers – physical injury	Low – Avoid carrying and lifting heavy items without assistance and using small tools without due care and attention.	Ensure small powered and non-powered tools and equipment are subject to a regular, routine servicing and maintenance programme. Records of maintenance kept.	Groundsman	Ongoing	



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Access for emergency vehicles	Players, members & visitors - Emergency vehicles not being able to reach a severely injured person	Low – Access is available to emergency vehicles. On-site telephone/ mobile telephone. Nearest hospital – Norfolk & Norwich, Norwich Colney Ln, Norwich NR4 7UY Tel: 01603 286286	None	Committee members and Groundsman	Ongoing throughout the playing season	
Access to Building (pavilion)	Players, members and visitors – injury in case of fire	Low - Doorways are clearly positioned and obstructions are not allowed to block access routes. Strict no smoking in the 'pavilion' kitchen, toilets and changing areas.	None	Committee members		
Electricity	Players, Members and visitors – injury via electric shock	Low - The electrical installation, including appropriate trip switches and RCD safety devices should in accordance with the regulations and licensing requirements. Certification records should be held by the Landlords Estate office. PAT (portable appliance	Request confirmation from Estate office that the installation has been tested.	Chair, Hon Sec & Committee members	End June	

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		testing) should be carried out on an annual basis where necessary.				
Fire	Players, Members and visitors	Low - The Institute Building is a no smoking area. The premises should be inspected by the fire authorities on a regular basis to ensure compliance with the appropriate regulations. As part of the fire precautions fire extinguishers should be provided at agreed points. These should be inspected annually. Certification records should be held at the Estate Office.	Check that the buildings have been inspected for fire purposes. Check that checked fire extinguishers are in appropriate locations	House Chair, Chair & Committee Members	Ongoing	
Food hygiene	Players, Members and Visitors	Low - The premises include a kitchen. To ensure that the kitchen area complies with the food hygiene regulations as applied by the local authority, if appropriate	Food prepared or served in the kitchen area needs to meet all health and hygiene regulations	Muriel & Committee members		

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Hazardous substances	Players, Members and visitors – toxic poisoning, inhalation of fumes	Low - Cleaning materials are stored safely in the kitchen and used by a small number of adults. Materials used by the Groundsman are stored safely in the groundsman's cargo containers.	None	Committee members, captains and Groundsman	Ongoing	
Transport	Players, Members and Visitors – vehicle accidents and vehicles getting stuck causing obstruction	Low - Access to the car park facility is through an entrance from the main public highway. The car parking area is large & adequate under normal circumstances. Parking behind the club house and near lower pitch. Unauthorised use of the facilities outside the cricket season is considered a low risk.	None	Groundsman	Ongoing	
Children playing amongst the cars in the cricket club car parking area	Children – injury and damage to vehicles	Low - Members will advise children not to play in the car park area.	None	Committee members, Captains	Match days throughout season	

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Vandalism	Players, members & visitors. – Injury/damage to vehicles & ground equipment	Low - The Club will always attempt to repair any damage and clean graffiti or mess as soon as possible.	None	Committee Members	Ongoing	

**Date of next review: 20-03-23**

**Date assessment was prepared: 12/07/22**

Signed:

Name: David Masdin      Position: Hon Secretary Horsford CC