

| Relevant Standards:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
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| following an accident or incident.Relevant Standards:Health and Safety at Work Act 1974 and supporting regulations including The<br>Management of Health and Safety at Work Regulations 1999.<br>Equality Act 2010.<br>Safeguarding statutory guidance 2015 and supporting guidance from Kirklees<br>Council.<br>NCS Trust and Prime Contractor Policies.<br>NCS Huddersfield Health and Safety policy 2019<br>NCS Huddersfield Safeguarding for all policy 2019<br>Huddersfield Giants Community Trust Policies. |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |

This risk assessment covers the appropriateness of First Aiders and ratios related to all activities undertaken by Huddersfield Giants Community Trust and The Zone, the aim of this risk assessment is to provide an overview of risk management for HGCT in accordance to COVID- 19, and specific risk assessments will be undertaken by DH in accordance to key departmental activity, and bespoke programs and activities.

Number and description of employees involved in the activities covered by this assessment:

30 Employees

### COVID 19

Description of non-employees potentially at risk from the hazards identified within the assessment:

Participants of all activity Members of the public Visitors and contractors

### **Risk Rating System**

Risks are rated (a) with existing control measures in place and (b) once additional recommendations are implemented. Severity and likelihood of harm are estimated.

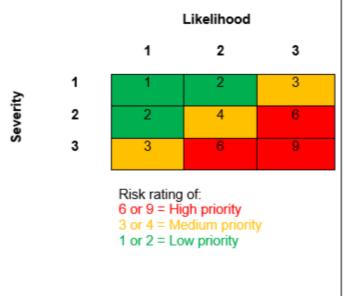
# Severity of harm most likely to arise from the hazard 1= Minor or no injury 2= Time lost injury 3= Major injury or worse Likelihood of the notantial ingident:

## Likelihood of the potential incident:

1= Unlikely/Infrequent 2= Possible/Occasional 3=Likely/Frequent

## Risk Rating- Severity x Likelihood (as shown in the table on the right)

The priority of actions arising from the assessment depends on the overall risk rating.



Staff Training:Assigned staff have a qualified First Aid Certificate. Coaches and duty staff have received 1 day emergency at workFirst Aid training, 3 Senior members of staff have completed the 3 days First Aid at Work training.





| have also received a comprehensive training session around mental health first aid, instructing them to<br>erstand how to support young people with mental health issues in the context of a first aider, focusing on the<br>ations of the role and the importance of getting support following on from dealing with these incidents.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |
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| All first aid kits should contain a minimum of: disposable gloves, moist wipes, triangular bandage, conforming<br>bandages, non-adhesive dressings, adhesive tape, plasters, tubes of saline solution, pair of scissors, ice packs.<br>The Onsite Manager holds the responsibility for ensuring that there are spares of each item accessible whilst<br>activities are carried out. Onsite Manager's First Aid kits will also include items which will support with<br>emergency evacuation procedures for higher level incidents, including splints and materials which can be<br>used to make a stretcher.                                                                                                                                                                                                                                                                                                           |  |  |
| <ul> <li>g: Where first aid is administered, the YP or Staff's medical and dietary needs should be checked before taking any action to ensure staff are aware of any pre-existing medical conditions. Where staff do not have immediate access to medical info due to a reduced level of sensitive data in leader packs this year due to GDPR, they should call the assigned Manager who has immediate access to medical records.</li> <li>In the case of a level 4 incident, staff are encouraged to handle this independently and report the incident to their manager.</li> <li>In the case of level 3 incidents and above, or when the staff member does not feel that they have the qualification or experience to administer first aid, staff are encouraged to call for support from either a Programme Manager or departmental Manager whilst ensuring that they are doing what is necessary before</li> </ul> |  |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |  |



| Emergency Evacuation: | In case of emergency where a participants or staff member requires emergency evacuation due to a first aid incident, an ambulance will be called and parents will be informed. If the injury occurs in a location which is inaccessible to the ambulance, Management will assess whether there is a way of transporting the patient to a location which can be reached by the ambulance, in-line with Outdoor First Aid training.                                                                                                                                                                                                   |  |  |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
|                       | In the case of a non-emergency first-aid incident which still requires referral, the Programme Manager may decide that it is more appropriate for the YP or staff member to be transported in the PM's onsite vehicle. The PM will ensure that parents are informed and that safeguarding protocol is followed in all cases.                                                                                                                                                                                                                                                                                                        |  |  |
| Ratios:               | HGCT will ensure that ratio and contractual requirements are fostered into practice. In the event of participation of 13 plus 2 members of staff will be assigned to manage young people and activity, with one holding the qualification of emergency First Aid. A senior leader will be onsite who has undertaken the 3-day course First Aid at work, and each department head is responsible for reporting and recording incidents, managing First Aid effectively and issuing correct training to staff including kit and equipment.                                                                                            |  |  |
| Covid- 19             | In the event of carrying out First Aid during the pandemic, staff who hold responsibilities of a first aider have<br>been trained and briefed on adaptations to practice. This information has been taken directly from the HSE<br>guidelines. First aid kits will be stocked with overall aprons and gloves to act as extra protection when social<br>distancing measures may be breached. And training around increased washing of hands, and areas will be<br>provided. Please do refer to our HGCT business action plan for more information regarding an employee's<br>duties for administering First Aid during the pandemic. |  |  |

Ongoing Monitoring/Management Required:



Weekly check in of risk assessment progress Annual review of risk assessment

| Action Plan: |                         |                |                |                            |
|--------------|-------------------------|----------------|----------------|----------------------------|
|              |                         |                |                |                            |
|              |                         |                |                |                            |
| Issue        | Further Action Required | Action by Whom | Action by When | Initials & Dates completed |
|              |                         |                |                |                            |
|              |                         |                |                |                            |
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|              |                         |                |                |                            |

Record of review:



| Assessed by: Katy Stockdale | Signature | Name: | Date: |
|-----------------------------|-----------|-------|-------|
|                             | A         |       |       |
| Checked by:                 | Signature | Name: | Date: |
| Reviewed by:                | Signature | Name: | Date: |