



Bath Dolphin SC

Risk Assessment Home Galas



Version Date: March 2024

Review Date: March 2025

Potential Hazard	Who is at risk?	Existing Control Measures	Risk Rating	Preventative Measures	Responsible Person	Action Required/By when?
Safe guarding issues	Swimmers, Coaching staff, helpers	All coaches attend official Safe Guarding course as and when required by the Club. All club poolside staff, including helpers, have current DBS clearance.	Medium	Coaches are aware of the signs of child abuse and know the action to be taken in the event of an occurrence. Club Welfare Officer ensures that all club poolside staff have extant DBS clearance.	Club management committee.	All DBS checks are extant. Ongoing.
Pool venue is not booked	All	A club representative responsible for pool booking is appointed each year.	Medium	Booking is confirmed a few days in advance of event taking place.	Allotted person	None
Unsafe pool facility	Swimmers, Coaching staff, officials, spectators	Team Manager (or allotted representative/s) conducts an "on day" risk assessment of the facility (including spectator gallery, changing rooms, etc.) at least ½ hour before event start time.	Medium	Any concerns are immediately reported to facility duty manager.	Team Manager	None
Gala is not manned effectively	All	An agreed list of required posts/duties is in place.	Medium	Responsible persons are allotted to specific duties, e.g. manning spectator entrances, gala officials, etc.	Swimming Committee	None
Pool facility is not ready for gala start time	All	An allotted club official checks facility at least ½ hour before event start time.	Medium	Any concerns are reported to facility duty manager.	Allotted person	None



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Changing for gala	Swimmers	Male and female chaperones supervise swimmers in changing rooms.	Low	Chaperones are vigilant for any safe guarding issues. Personal belongings to be taken to poolside.	Chaperones	None
Injury from pool facility, e.g. broken tiles , pool furniture, etc.	Swimmers and coaching staff	An “eyeball” of pool facility is conducted prior to event start.	Medium	Any hazard identified to be reported to facility Duty Manager.	Team Manager	None
Injury from swimmers’ equipment, e.g. trips	Swimmers, coaching staff, facility staff, public	All swimmers are advised of need to leave equipment bags so that access to and around poolside is not impeded.	High	Swimmers to deposit kit bags such that access to and around poolside is not blocked.	Team Manager	None
Non compliance with NOP at pool facility	All	Compliance with local NOP is ensured. Visiting teams are advised of facility NOP and any local rules.	Medium	Ensure awareness of the NOP and general rules of the facility. Pool staff are fully supported in enforcing the safe running of the event.	Team Manager	None

- Note:** 1. This risk assessment is to be treated as a live document, therefore the document will require periodic review. Every endeavour is to be made to ensure that the risks identified in this risk assessment are assessed in line with the ‘ALARP’ (As Low As Reasonably Practicable) principle.
2. Unless otherwise stated, for all references to “coach” and “training session” read “coach/teacher” and “training/teaching” sessions.