

**RISK ASSESSMENT TEMPLATE FOR OPM RFC****Activity Assessed:** Setting up of External Floodlights**Assessment Date:** 25.01.2015**APPENDIX 'E'****Name of Assessor:** Matt Glastonbury**Review Date:**

Ref No.	Hazard	Persons at Risk and How They Might be Harmed	Controls Currently in Place	Further Controls Recommended	Risk Rating	Action by Whom	Action by Date	Completed Date
001	<b>Getting the mobile floodlights out of the containers</b>	Volunteers, Players, Coaches, Juniors.  Injury from cuts and bruises. Injury to back, limbs, strains, sprains.	Ensured that 4 people move the light at any time.  Ramps provided to allow for safe movement in and out of the containers.	Improve lighting provided within the containers for moving equipment out.	High	Elburton Project Lead	15.02.15	
002	<b>Moving floodlights into position onto the field</b>	Volunteers, Players, Coaches, Juniors.  Injury from cuts and bruises. Injury to back, limbs, strains, sprains.	Ensured that 4 people move the light at any time.  Provided light from the changing rooms which provides substantial lighting to allow for easier sight when moving light into place.	No further controls needed.		No further action required.		
003	<b>Setting up and winching up floodlights when in position</b>	Volunteers, Players, Coaches, Juniors.  Injury from cuts and bruises. Injury to back, limbs, strains, sprains.	Ensured that all coaches & players have been trained appropriately to set up and winch lights.  Regular maintenance on the lights & repairs made when required.	No further controls needed.		No further action required.		

**Risk Rating Key**

<b>High</b>	Death or permanent disability likely
<b>Medium</b>	Serious but reversible injury or health effect likely
<b>Low</b>	Minor injury or health effect likely

**Notes for Assessor**

Where an existing control is identified but is not yet implemented, it should be moved to the 'Further Controls Recommended' and then the 'Action' boxes completed with a timescale. The residual risk level should be reduced to a level which is as 'low as reasonably practicable'. If a control is not included in the 'Controls Currently in Place' but the club has implemented it, then it should be added into that column.

If a control or hazard is not applicable, then it should be deleted from the assessment form. Do not leave hazards or controls on the form that do not apply. This will only confuse people who read the assessment.

The assessment should be revised at least once a year. Additionally, it may need to be revised if the assessment is no longer considered valid (for example if the club has had repair or refurbishment work undertaken) if there has been an accident or if there has been a change to legislation that may apply. Copies of risk assessments should be kept available in the club and should be read by anyone who needs to read them.