

UNIVERSITY of OXFORD SPORTS DEPARTMENT**OXFORD UNIVERSITY Taekwondo****DATE: - 4/09/17****RISK ASSESSMENT**

Who might be harmed	HAZARD	Risk	Control Measure in place	Further Risk reduction required Y / N
Participants	Facility Issues Eg Faulty lighting, heating, ventilation, floor issues whether in Dojo or main hall.	Accident/injury	The TKD School will notify the Facilities manager of any facility faults which need to be repaired.	Y
Participants	Fire.	Fire & death by burning	School is clear on routes out of the building, including nearest fire escape. Instructor ensures all routes are clear before training takes place. Assembly points are located in the upper car park bay near the swimming pool and next to the bungalow on the track.	Y
Participants	Injury through inexperience/po or instruction.	Minor / major injuries	No potentially hazardous training is to be carried out without experienced certified instructors present during all sessions. New members must fill in a participation form at the first session before they are allowed to train. This is used to apply for a licence. All students must hold a UKTA or BTC (NGB) licence after 2 sessions and this provides basic cover. It is the responsibility of the School Secretary to make sure the forms are filled in and licences applied for.	Y

Participants	Lack of knowledge of new members' medical conditions.	Minor / major injuries	Medical form is to be completed alongside the membership form – the Secretary is responsible for this. Medical conditions are to be brought to the attention of the coaches and first-aiders only – this should be pointed out on the form with confidentiality statement.	Y
Participants	Inadequate warm-up.	Minor injuries	Warm up at conducted at beginning of each class, warm-down at the end. Late-arrivals instructed to warm up before joining in. Members are instructed to perform stretches and exercises with their own physical limitations in mind and coaches are required to recognise those personal limits.	Y
Participants	Sparring	Sparring injuries	It is highly recommended that members provide and use correct protective equipment i.e. hand and foot guards, head guards, gum shields and groin guards. Instructors and individual members should be aware when they are overstepping the acceptable level of 'aggression' when sparring and the instructor shall monitor this within the class. Members may request	Y

			<p>that their partner reduce the level of contact without criticism.</p> <p>Limited amount of communal protective gear is provided by the school.</p> <p>When sparring without protective gear, light- or no-contact sparring is required.</p> <p>Protective gear mandatory at competitions.</p>	
Participants	Cuts and abrasions		This is an occasional but inevitable consequence of the martial art.	Y
Participants	Breaking (boards, bricks etc)	Minor / Major injury	<p>Clear instruction and supervision is to be given on breaking, gradual approach to breaking and the conditioning of hands and feet.</p> <p>When using the breaking board and board holder, it is important that the board is in good order and clear instruction received.</p>	Y
Participants	Blows to the head	Head injury or unconsciousness	<p>The floor is to be kept in good condition to prevent slipping.</p> <p>When sparring, extra care must be taken when performing head-height techniques.</p> <p>Head guards worn as a requirement by beginners up to black belt in any competitions.</p> <p>In case of unconsciousness, report immediately to the front desk and call emergency services if necessary. All members should be clear on how to report accidents.</p>	Y
Participants	Dizziness, hyperventilation		This can occur in some individuals during strenuous	Y

	and nausea		exercise. Any member feeling dizzy or unwell can sit out and rest until they feel sufficiently recovered to continue practice. The ventilation system in the dojo is to be used to maintain good air conditioning.	
Participants	Dehydration		Students advised to bring a bottle of water to each session. Regular water breaks are in place to allow rehydration.	Y
Participants	Contact with blood	Contraction of infectious diseases.	Any blood on the mats in the dojo or hall floor must be cleaned up immediately using appropriate materials and precautions. Prior to any practice, mats must be inspected for blood stains and cleaned where necessary. Members must cease training immediately if they are bleeding, until the wound is properly dressed or the bleeding has stopped.	Y
Participants/ public	Road accidents in hired minibuses when traveling to matches/ competitions	Injury/death	Organiser/events secretary is to complete SF trip form before each event 'out of Oxfordshire'. Drivers must have passed University accredited tests. Drivers must be 21 or older. If using hired vehicles, the club must be clear about whom to report accidents to eg hire company and university Security Services (01865 289999) Accident report form must be completed and sent in to the ASO (Sport) as soon as practicable.	Y
Participants	Jumping activities (e.g. jumping kicks)	Minor/major injury		Y

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Club President : Isabelle Naylor Date: 4/09/17

Club Secretary: Ross-William Hendron Date: 4/09/17

Treasurer: Douglas Andrews Date: 4/09/17