

Risk Assessment: Track (incl. Covid-19 addenda)

This risk assessment cover track (flat, hurdles and steeplechase) for training, competition, and trials.
 Controls identified are to be implemented by the facility, officials, coaches, and athletes.

This risk assessment will remain under review. A current copy can be found on the Yate and District Athletics Club website. All club athletes will be notified of updates by the membership secretary and visiting athletes will be directed to the risk assessments as part of any competition notice.

| Date: | Assessed by: | Location: | Review: |
|------------|-------------------------------------|--|--|
| 23.07.2020 | YADAC (Vice Chair). Martin Walsh | Yate and District Athletic Club at the Yate Outdoor Sports Complex | In line with UKA, PHE, EA and venue guidance |

Revision History

| Date | Version | Who | Summary of update |
|------------|---------|------------|---|
| 17.07.2020 | 1.0 | Vice Chair | Issued for EA pilot event |
| 23.07.2020 | 2.0 | Vice Chair | Update following EA Covid-19 pilot event 19.07.2020 |
| | | | |
| | | | |
| | | | |
| | | | |

Yate and District Athletic Club | Risk Assessment | Track

Introduction

This risk assessment recognises a separation of accountabilities and responsibilities for different organisations being:

- Yate Outdoor Sports Complex (YOSC) are accountable and responsible for the facility and all fixed equipment and permanent installations. e.g. throws cages, jumps beds.
- Yate and District Athletic Club (YADAC) own and are accountable and responsible for all portable equipment such as hammers, hurdles, gym equipment.

This risk assessment is part of a suite of risk assessments for the sole use of Yate and District Athletic Club venue and in undertaking jumps, throws and track activities.

This risk assessment has been informed by UKA generic risk assessments for outdoor track training and competition, dated August 2017, in identifying controls already in place and builds on this with local context for facility and club specific content.

Covid-19 Secure

The purpose of the risk assessment is to introduce controls and actions to provide confidence to individuals and other attendees on site that we are 'Covid-19 Secure' so far as is reasonably practicable (SFAIRP) and that risks are as low as reasonably practicable (ALARP). 'Covid-19 Secure' being a private space with controlled entry and for which risk assessment(s) are in place with associated controls and that the venue, coaches, athletes and other visitors take positive steps to encourage appropriate behaviours of each other and **check-in to confirm that they are fit and well and not showing any signs or symptoms of Covid-19 and has no cause to self-isolate**. The additional Covid-19 Controls are informed by:

1. Relevant Public Health England (PHE), NHS, and England Athletics (EA) guidance for Covid-19
2. YADAC Covid-19 policy statement.

This risk assessment assumes no symptomatic person has passed through or contacted surfaces; otherwise PHE guidance for cleaning non-healthcare settings will need to be followed. Any attendees who develop symptoms of Covid-19 and have been at the track within the 14-days prior to onset of those symptoms must inform the club at once. Notification of occurrence together with register of attendees will be provided to UK Government 'Track-and-Trace'. UKA and EA will also be notified of the occurrence.

Approach to Risk

All attendees are expected to adhere to the actions within the risk assessment. Please note:

- **You must bring with you your own hand sanitiser and your own non-chlorine-based surface sanitiser whilst Covid-19 restrictions remain in place.**
- Your personal relationship with safety will be different to others. Consider for example your approach to crossing the road or eating food that is past its best before date.
- Personal Safety should not be your only consideration. The safety of your environment and those around you must also be considered. Be responsible.
- This risk assessment informs you of the steps taken to address our duty of care to you and **all** attendees. Actions herein will necessarily protect those more vulnerable than you.
- Challenge and be challenged on behaviours. Acknowledge and be respectful. One day you might be the one who needs others to be considerate of you.

Ask yourself?

- If I get it wrong who do I harm or make ill?
- If I harm myself or fall ill how will others feel?
- Invincible, Impervious, Invulnerable? – and then it happens; injured, ill or worse – it is now too late!
- **If you are prepared to accept the consequences of getting Covid-19 on the belief you are young, fit, or healthy - be aware that many survivors have permanent lung damage. This could affect your future, your ability as an athlete and the opportunity to compete.**

We have great people at YADAC, including some in or linked to vulnerable and extremely vulnerable groups, who are working hard to provide a great environment you to meet, train and compete. Please be mindful and considerate of your actions on you and everyone around you.

STOP! - THINK! - ACT. - REVIEW.

Risk assessment process

In considering and evaluating risk level due regard must be given to people, assets, the environment, and to societal perspective against the frequency of occurrence.

| | | |
|--|--------|--|
| | Avoid | Do not undertake this activity. Undertaking this activity is likely to be a breach of law and / or lead to certain death |
| | High | Intolerable. High risk and serious consequences. Emergency Response may necessitate exposure. |
| | Medium | Undesirable. Evaluate so risk is As Low As Reasonably Practicable (ALARP) |
| | Low | Acceptable in the context of the activity being performed. Prepare, Proceed carefully, stay alert. |
| | benign | No specific controls or actions. Safe to proceed |

In evaluating a risks a simple Avoid, Evaluate and Control approach is taken which is a derivative of the general principles of prevention as set out in schedule 1 of 'The Management of Health and Safety at Work Regulations as noted in full below.

- a. **avoiding** risks;
- b. **evaluating** the risks which cannot be avoided;
- c. **combating** the risks at source;
- d. **adapting** the work to the individual, especially as regards the design of workplaces, the choice of work equipment and the choice of working and production methods, with a view, in particular, to alleviating monotonous work and work at a predetermined work-rate and to reducing their effect on health;
- e. **adapting** to technical progress;
- f. **replacing** the dangerous by the non-dangerous or the less dangerous;
- g. developing a coherent overall **prevention** policy which covers technology, organisation of work, working conditions, social relationships and the influence of factors relating to the working environment;
- h. giving collective **protective** measures priority over individual protective measures; and
- i. giving appropriate **instructions** to employees.

Notes

You should undertake a personal risk assessment to cater for any challenges unique to you such as a medical condition or disability. As necessary please discuss with YADAC to see if and how we can accommodate your needs.

Due to the outdoor nature of athletics activities preference is given to sanitising hands as opposed to surfaces due to risk to the environment in any chemicals used and concern with the effectiveness of sanitisers in different weather conditions.

Sport or any athletic track and field activities has inherent risk. In undertaking this sport you have accepted personal injury may occur including strains, sprains, ligaments, back pain, shin splints, tears, fractures etc. Through officials, coaches, appropriate equipment and risk assessment risks will have been reduced so far as is reasonably practicable (SFAIRP).

Action for official or coaches. During competition, the action is on 'Officials'. At other times the action will be on the relevant person such as a 'Coach', trainer, teacher, supervisor, guardian, or athlete if training without supervision.

Actions or Controls for the Facility. As Yate and District Athletic Club these controls set out a minimum expectation on Yate Outdoor Sports Complex to provide safe facilities for use. Yate Outdoor Sports Complex will have its own risk assessment and maintenance procedures for the upkeep of the facility.

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|--|--|--|-------------|--|-----------------------|---|-------------|--|
| Weather | Officials and others within proximity of track <ul style="list-style-type: none"> Cuts, Strains and other possible injuries from slipping on slippery track. | <ol style="list-style-type: none"> Porous surface should be cleaned regularly to allow drainage. Ensure adequate maintenance and regular inspection. Drains on non-porous surfaces should be cleaned regularly to allow drainage. | | Facility <ol style="list-style-type: none"> Operation, Maintenance and Inspection in accordance with Trackmark and the EA facilities management recommendations for athletics track and field areas and manufacturers or installers instructions as appropriate and in other areas. As 1. As 1. Athletic Club <ol style="list-style-type: none"> No action. Weather forecast ahead of competitions, training and visual inspection prior to use. No action. COVID-19 additions <ol style="list-style-type: none"> No action. No action. No action. | | Facility staff 1, 2, 3. Officials, coaches 2 | Ongoing | Routine audit Review status prior to competitions / trials / training |
| Adverse Weather Ice / snow / heavy rain / winds | Officials and others within the facility <ul style="list-style-type: none"> Cuts, Strains and other possible injuries from slipping on icy track. | <ol style="list-style-type: none"> Training, trials and competition to stop and not to take place. | | Facility <ol style="list-style-type: none"> Review weather forecast and advise track users if track to be unavailable. Athletic Club <ol style="list-style-type: none"> Review weather forecast and advise track users if track to be unavailable. Inspection prior to any track use. COVID-19 additions <ol style="list-style-type: none"> No action. | | Facility staff, officials, coaches. 1. | Ongoing | Routine audit Review status prior to competitions / trials / training |
| Adverse Weather Heat | Officials and others within the facility <ul style="list-style-type: none"> Dehydration. Sunburn | <ol style="list-style-type: none"> Water station should be positioned so as not to constitute a hazard. | | Facility <ol style="list-style-type: none"> No action. Athletic Club <ol style="list-style-type: none"> All attendees to bring their own water bottles and sun cream. COVID-19 additions | | Facility staff, officials, coaches, athletes. 1. | Ongoing | Routine audit Review status prior to competitions / |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|----------------------------------|---|---|-------------|--|-----------------------|--|-------------|--|
| | | | | 2. Athletes and water station personnel to sanitise hands before and after event and reminded not to touch face. Provide single use cups or athlete to provide own receptacle. | | | | trials / training |
| Time of Day | Athletes, officials, coaches <ul style="list-style-type: none"> Injury from inability to see well enough. | 1. Check that enough daylight/flood lighting to ensure safety. | | Facility <ol style="list-style-type: none"> Operation, Maintenance and Inspection in accordance with Trackmark and the EA facilities management recommendations for athletics track and field areas and manufacturers or installers instructions as appropriate and in other areas. Athletic Club <ol style="list-style-type: none"> Advise facility any malfunction. COVID-19 additions <ol style="list-style-type: none"> No action. | | Facility staff, Officials, coaches <ol style="list-style-type: none"> | Ongoing | Routine audit Review status prior to competitions / trials / training |
| Lack of Concentration | Athletes, officials, coaches | 1. Athletes and officials must be aware at all times for the need of concentration on the event in hand and must not be distracted by other events. | | Facility <ol style="list-style-type: none"> No further action. Athletic Club <ol style="list-style-type: none"> Mobile phones not to be used save for an emergency. In-ear, on-ear or over ear headphones, or speakers are not to be used where they impede the ability of the user to hear warning signals and any announcements within the track curtilage. No communications or media playing devices to be used whilst competing or training. COVID-19 additions <ol style="list-style-type: none"> No action. | | Athletes, officials, coaches <ol style="list-style-type: none"> | Ongoing | Ongoing |
| Warmup, stretching, and exercise | Officials, coaches, athletes <ul style="list-style-type: none"> Cuts, Strains and other possible | 1. No specific controls during competitions as athletes undertake their own warmup prior to taking part in event. At | | Facility <ol style="list-style-type: none"> No action. No action. | | Facility staff, Officials, | Ongoing | Routine audit Review status |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|--|--|--|-------------|---|-----------------------|----------------------------|-------------|---|
| Officials, coaches, athletes and members of the public | injuries due to collision with other people. | <p>event location athletes have the opportunity to undertake practice starts.</p> <p>2. During coach or self-directed training sessions warmup, stretch and exercise activities are part of structured or routine session. In line with EA guidance coached session for children (u18's) are limited to 12 children.</p> | | <p>Athletic Club</p> <ol style="list-style-type: none"> No specific action. Warm up activities shall not be undertaken in walkways or spectator areas where there is a risk of collision. <p>COVID-19 additions</p> <ol style="list-style-type: none"> Designated warm-up areas to be established and supervised for each event. Athletes will be advised location and time slots in event instructions and on arrival. Athletes to maintain social distancing of 2m at all times. Equipment not in possession of an athlete must not be moved. Hurdles will be laid out in a number of configurations and must not be moved by athletes. Running drills must be in the anti-clockwise direction on the track (normal competition direction) with walk back on the outside of the track. Deposit kit on the outside of the warmup area next to the perimeter fence to reduce obstructions to others, the hard area next to the Long/Triple jump runway is preferable. Maintain social distancing whilst depositing / retrieving kit/bags. The warm-up area must not have any more than 30-people within it and all must maintain social distancing so far as it is reasonably practicable to do so. Athletes breathing rapidly or deeply for recovery should do so in a way that does not exhale over other participants. Parents should not encroach on the warn-up area. Only Coaches and Athletes in warm-up area for training and Officials and Athletes for competition and events. All warmup, stretch, and exercise activities to take place in reserved training zone. Where athletes wish to undertake activities outside of reserved zone this must be in a | | coaches, athletes 1, 2. | | prior to competitions / trials / training |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|--|---|-------------|--|-----------------------|---|-------------|---|
| | | | | <p>location where it does not restrict of limit access to other facility users and social distancing of 2m must be maintainable. Adjacent fields may be available.</p> <p>Undercover areas and walkways are not to be used. Gym and exercise equipment in the 'shed' are not available for use until PHE guidance changes. In consistent groups for training (agreed and defined cohorts) PHE guidance for out of school settings is relevant and in this case the group size may be increased to 15 for children (up to age 18). Social distancing shall be maintained to ensure children over 13, where the risk is deemed higher due to insufficient evidence, are also able to participate. In other cases training group limited to five. Build into competition schedules sufficient time for athlete warm up on track. As necessary make use of adjacent fields for non-track focussed warm up. Ensure barriers between warm up and competition areas to assist in maintaining segregation.</p> | | | | |
| Officials (competitions), coaches (training) and other athletes | <p>Athletes</p> <ul style="list-style-type: none"> Cuts, Strains and other possible injuries from collisions with other persons. | <ol style="list-style-type: none"> An announcement should be made prior to the start of an event that it is about to take place. Starting officials (competition) or coaches (training) should be positioned at an adequate distance away from the start. Athletes should observe local lane discipline In line with EA guidance coached session for children (u18's) are limited to 12 children. All officials shall wear lanyard with UKA registration visible at all times. | | <p>Facility</p> <ol style="list-style-type: none"> No action. No action. No action. No action. No action. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. Track will operate photo finish system for competitions with timekeepers for backup and validation. A full table of the officials requirements is at the end of this document. Note that specific competitions may require specific arrangements. No further action. | | <p>Officials, coaches</p> <ol style="list-style-type: none"> <p>Athletes</p> <ol style="list-style-type: none"> | Ongoing | <p>Routine audit</p> <p>Review status prior to competitions / trials / training</p> |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|-----------------------|------------------------------|-----------------------------|-------------|---|-----------------------|----------------|-------------|-------------------|
| | | | | <p>4. No action. 5. No further action.</p> <p>COVID-19 additions</p> <ol style="list-style-type: none"> 1. Allow sufficient time between events to allow any changes in layout and bringing athletes to start position without compromising social distancing. 2. Track officials and support personnel for competitions will be the minimum required for a compliant competition; a full schedule of officials requirements under Covid-19 is at the end of this document. Additional relevant notes: <ul style="list-style-type: none"> • block monitor not required if three starters assistants. • warmup area monitors • For moving and adjusting hurdles, when required, a dedicated team of hurdle movers will be established to avoid cross contamination and the team shall sanitise hands before and after each adjustment to the configuration. Officials may have control of a hurdle group. Where volunteers are used officials shall check adjustments and hurdle movers shall ideally wear High-Vis when within the track curtilage. • Five adults (over 18) per coached training group, six if self directed. • In consistent groups for training (agreed and defined cohorts) PHE guidance for out of school settings is relevant and in this case the group size may be increased to 15 for children (up to age 18). Social distancing shall be maintained to ensure children over 13, where the risk is deemed higher due to insufficient evidence, are also able to participate. | | | | |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|-----------------------|--|--|-------------|---|-----------------------|---|-------------|--|
| | | | | 3. Athletes should maintain social distancing of 2m prior to and after their event. Athletes are to observe separation requirements at start of event and maintain side-by-side configuration (don't look at each other) and disperse away from the track promptly. 4. Maintain social distancing. 5. Official may need to show UKA registration and identification but should not allow others to touch their identification. | | | | |
| Track/kerb | Athletes and Officials <ul style="list-style-type: none"> Injuries from slipping/tripping due to worn out track and loose kerbing. Tripping on aluminium track kerb upstand. Injuries from slipping/tripping due to incorrect positioning of removed kerbing | <ol style="list-style-type: none"> Ensure track is level, free of holes and swept regularly to remove debris e.g. stones. Porous surface should be cleaned regularly to allow drainage. Ensure adequate maintenance and regular inspection. Where removable kerbs are in place, any exposed ends should be covered and where sections join together they should be secured. Athletes should wear adequate footwear. Lengths of kerbing that have been moved to facilitate steeplechase, high jumping or javelin throwing should be placed in a safe area. They should be replaced after steeplechase, high jump and javelin have ceased. Cones used to mark the edge of the track must be carefully positioned so as not to cause a tripping hazard | | Facility <ol style="list-style-type: none"> Operation, Maintenance and Inspection in accordance with Trackmark and the EA facilities management recommendations for athletics track and field areas and manufacturers or installers instructions as appropriate and in other areas. As 1. As 1. As 1 and pre-post event inspections No action. Pre and post event inspections. No action. Athletic Club <ol style="list-style-type: none"> Visual inspection. No action. No action. Visual inspection. Ensure athletes have spikes are less than 6mm long. No further action. No further action. COVID-19 additions <ol style="list-style-type: none"> No action. No action. No action. | | Facility staff 1, 2, 3, 4, 6. Officials, coaches 4, 6, 7. Athletes 5. | Ongoing | Routine audit Review status prior to competitions / trials / training |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|--|---|-------------|---|-----------------------|--|-------------|--|
| | | | | <ol style="list-style-type: none"> 4. Sanitise hands before and after contact. 5. No action. 6. Sanitise hands before and after contact. 7. Sanitise hands before and after contact. | | | | |
| Starting Blocks <ul style="list-style-type: none"> • All sprint and hurdle races up to 400m.. | Athletes <ul style="list-style-type: none"> • Cuts, Strains and possible injuries from Slipping/ Tripping due to incorrect positioning of blocks, or worn/poorly maintained blocks. Officials, Coaches, athletes. <ul style="list-style-type: none"> • Back injury due to moving and locating starting blocks. • Surface contamination. | <ol style="list-style-type: none"> 1. If used, ensure starting blocks are correctly positioned in each lane and firmly secured onto the track. 2. Ensure adequate maintenance and regular inspection. 3. They should be inspected by an official (competition) or coach (training) before use. | | Facility <ol style="list-style-type: none"> 1. No action. 2. No action. 3. No action. Athletic Club <ol style="list-style-type: none"> 1. All Blocks (club and personal) may be removed from the track with the 'block-lifter' when necessary under a personal risk assessment to mitigate manual handling. 2. No further action. 3. No further action. COVID-19 additions <ol style="list-style-type: none"> 1. Sanitise hands before and after contact. One clear lane between any used lane must be provided and thus only four lanes of the eight-lane track are currently available. i.e. use lanes 1, 3, 5, 7 or 2, 4, 6, 8. Block monitor to make available starting blocks from 'hand-cart' to athletes if required and use 'block-lifter'. Personal block will be removed to an area outside the start area for athletes to collect whilst maintaining social distancing of 2m and avoiding the need to come back onto the track. It is noted that most adults would measure less than 600mm across shoulders and thus providing they stay in middle of lane would be 0.6m apart shoulder to shoulder and 0.9m head to head. Whilst this is a short period of time the 1m+ guidance cannot be followed when using each lane unless | | Athletes 1, 2. Facility staff 2 Officials, coaches 3 | Ongoing | Routine audit Review status prior to competitions / trials / training |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|---|---|-------------|---|-----------------------|--|-------------|---|
| | | | | <ul style="list-style-type: none"> siblings or family / household members racing. 2. No action. 3. Sanitise hands before and after contact with starting blocks. Track and blocks not to be sprayed whilst in use as porous surface give a direct pathway to contaminate the environment. Blocks may be cleaned on collection and return from storage in the normal way. | | | | |
| <p>Start</p> <ul style="list-style-type: none"> • All sprint and hurdle races up to 400m. | <p>Athletes</p> <ul style="list-style-type: none"> • Cuts, Strains and other possible injuries due to collision with other athletes encroaching into other lanes. | <ol style="list-style-type: none"> 1. If used ensure starting blocks, where used, are correctly positioned in each lane and firmly secured onto the track. 2. Ensure athletes line up in an orderly manner. | | <p>Facility</p> <ol style="list-style-type: none"> 1. No action. 2. No action. <p>Athletic Club</p> <ol style="list-style-type: none"> 1. No further action. 2. All athletes to wear numbers front and back that are clearly visible to officials and any timing equipment. For athlete numbers Arial Black 83mm tall font is preferred. Arial Black 65mm tall is acceptable if space constraints require. <p>COVID-19 additions</p> <ol style="list-style-type: none"> 1. A maximum of four athletes in any race with a clear lane separation. (Lanes at Yate are 1.2m cts and thus one clear lane provides ~1.8m separation shoulder to shoulder for the duration of the start maintaining the 1m+ guidance from PHE for a short period of time. Once running this gap is expected to increase to over 2m and only at the minimum when athletes are side by side). Where possible and known similarly seeded / capable athletes not to be placed in adjacent lanes. Athletes to sanitise hands before race start and after race or training | | <p>Athletes, Officials, coaches</p> <ol style="list-style-type: none"> 1, 2. | Ongoing | <p>Routine audit</p> <p>Review status prior to competitions / trials / training</p> |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|--|---|---|-------------|---|-----------------------|---|-------------|---|
| | | | | <p>session and be reminded not to touch face. On finishing athletes shod separate and ensure if they are breathing rapidly or deeply for recovery should do so in a way that does not exhale over others.</p> <p>2. Athletes will be required to print and attach their own numbers except by specific arrangement with the race meeting or competition organiser. A template may be available else for athlete numbers Arial Black font shall be used, 83mm tall font is preferred reducing to 65mm tall if space constraints require. There shall be no other markings or pattern around the number that restrict reading.</p> | | | | |
| <p>Hurdles</p> <ul style="list-style-type: none"> All hurdle races up to 400m. | <p>Athletes and officials</p> <ul style="list-style-type: none"> Injury from colliding with hurdles. Surface contamination | <ol style="list-style-type: none"> The mechanism for fixing the hurdles should be lubricated and well maintained. Weight adjustable hurdles must be correctly set at the required height and the counter balance weight correctly positioned, and located on the track for the age and ability of the athletes. Damaged hurdles must be replaced. Ensure adequate maintenance and regular inspection. In 400m. races, starting blocks must be removed from the track before each race finishes. When training the use of loose canes placed on bricks or cones should be avoided. | | <p>Facility</p> <ol style="list-style-type: none"> No action. No action. No action. No action. No action. No action. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. No further action. No further action. No further action. No further action. No further action. <p>COVID-19 additions</p> <ol style="list-style-type: none"> Sanitise hands before and after working with hurdles. Sanitise hands before and after adjusting and moving. No action. Sanitise hands before and after working with hurdles. | | <p>Officials, coaches</p> <p>2, 5.</p> <p>Facility staff, coaches</p> <p>1, 2, 3, 4, 6.</p> | Ongoing | <p>Routine audit</p> <p>Review status prior to competitions / trials / training</p> |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|--|---|---|-------------|---|-----------------------|--|-------------|--|
| | | | | 5. Sanitise hands before and after moving blocks. 6. No action. | | | | |
| Start <ul style="list-style-type: none"> Track races from 800m to 10,000m, excluding steeple-chase. | Athletes Cuts, Strains and other possible injuries due to collision with other athletes encroaching into other lanes. | 1. Athletes should line up in an orderly fashion so as not to jostle or obstruct other competitors or impede progress. 2. Athletes should observe local lane discipline. | | Facility 1. No action. Athletic Club 1. No further action. COVID-19 additions 1. A maximum of five athletes per race. Athletes should maintain social distancing of at least 1m on start line. 2. Athletes should maintain a separation of 2m during any race so far as is reasonably practicable. Athletes should step out of lane to overtake keeping 1m clear of other athletes and overtaking promptly when feasible. Athletes may return to inside lane once clear. In line with PHE guideline for side-to-side contact of less than 1m race durations may be limited to 15 minutes. Longer races may be possible if guidance and assessment deems overall contact time at less than 1m will not accumulate to greater than 15 minutes. Athletes breathing rapidly or deeply for recovery should do so in a way that does not exhale over other participants. | | Athletes, Officials, coaches 1, 2. | Ongoing | Routine audit Review status prior to competitions / trials / training |
| 800m break line | Athletes <ul style="list-style-type: none"> Injuries due to collision with other athletes | 1. Ensure that the break line is adequately identified. 2. Athletes should observe local lane discipline. | | Facility 1. No further action 2. No action. Athletic Club 1. Provide small cones on break line lane markers. 2. No action. COVID-19 additions | | Facility staff, officials, coaches 1. Athletes 2. | Ongoing | Routine audit Review status prior to competitions / trials / training |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|-------------------------|--|--|-------------|---|-----------------------|---|-------------|--|
| | | | | <ol style="list-style-type: none"> No action. Two options are available and have been considered including: <ul style="list-style-type: none"> running the 800m in lanes, and Athletes maintaining a separation of 2m during any race so far as is reasonably practicable. Athletes should step out of lane to overtake keeping 1m clear of other athletes and overtaking promptly. Athletes may return to inside lane once at least 2m clear. As athletes are not facing each other risk is lower. At present EA guidelines have preferred the first option. | | | | |
| Steeplechase Track/Kerb | Athletes <ul style="list-style-type: none"> Injuries due to trip hazard and collision with other athletes due to misdirection. Surface contamination | <ol style="list-style-type: none"> Kerbing. Removable kerbs must be in place, except for the approach to and exit from the water jump, with protruding edges covered and sections securely fixed down. In the vicinity of the water jump cones must be used to provide track edge markings until water jump comes into use in competition. When not in use cones and removable kerbs to be kept safely away from athletes and officials | | Facility <ol style="list-style-type: none"> No further action Athletic Club <ol style="list-style-type: none"> No further action COVID-19 additions <ol style="list-style-type: none"> Sanitise hands before and after touching barriers and cones. Athletes should maintain at least 1m separation when using the barriers. | | Facility staff, officials, coaches <ol style="list-style-type: none"> | Ongoing | Routine audit Review status prior to competitions / trials / training |
| Steeplechase Water jump | Athletes, officials <ul style="list-style-type: none"> Injuries from slipping/tripping if landing surface is defective. Injury from loose/defective top rail of barrier and/or loose | <ol style="list-style-type: none"> Ensure water jump is full, i.e. water is level with track surface and free from debris. Water jump must not be used if empty or partially full. Regularly inspect lining material to bottom of water jump for splits, bubbles etc and repair any defects. | | Facility <ol style="list-style-type: none"> Operation, Maintenance and Inspection in accordance with Trackmark and the EA facilities management recommendations for athletics track and field areas and manufacturers or installers instructions as appropriate and in other areas Athletic Club <ol style="list-style-type: none"> No further action. | | Facility staff <ol style="list-style-type: none"> 1, 2, 3, 4, 6, 7. Officials, coaches <ol style="list-style-type: none"> 1, 5. | Ongoing | Routine audit Review status prior to competitions / trials / training |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|--|---|--|-------------|---|-----------------------|--|-------------|---|
| | <p>fixings of barrier uprights.</p> <ul style="list-style-type: none"> Airborne contamination in water aerosol. | <ol style="list-style-type: none"> Check barrier top rail for secure fixings and that surfaces are not damaged so as to cause injury. Check uprights of barrier in ground for secure fixing (particularly check adjustable barriers for correct and secure fixing of adjusting pins). Ensure water supply tap is concealed with a manhole cover to prevent unauthorised use and risk of injury to athletes. The water jump should be kept empty except when in use. Clean and disinfect when necessary. | | <p>COVID-19 additions</p> <ol style="list-style-type: none"> Review and follow guidance for outdoor pools as noted in current PHE guidance. Sanitise hand before and after touching lining. Sanitise hand before and after touching barrier. Sanitise hand before and after touching barrier. No action. No further action. No further action. | | | | |
| Steeplechase Start | <p>Athletes</p> <ul style="list-style-type: none"> Injury due to collision resulting from overcrowding | <ol style="list-style-type: none"> Officials (competition) and coaches (training) should ensure adequate positioning of athletes on start line and the formation of another row(s) if number of competitors so requires. For the 3000 Metres event where the water jump is on the outside of the track it is recommended that the first barrier be of double standard length. | | <p>Facility</p> <ol style="list-style-type: none"> No action. n/a. No water jump installation outside track. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. n/a. <p>COVID-19 additions</p> <ol style="list-style-type: none"> A maximum of five athletes per race. Athletes should maintain social distancing of at least 1m on start line. . n/a. | | <p>Facility staff</p> <ol style="list-style-type: none"> Officials, coaches | Ongoing | <p>Routine audit</p> <p>Review status prior to competitions / trials / training</p> |
| Steeplechase Barriers (Fixed & portable) | <p>Athletes, officials, Ground staff</p> <ul style="list-style-type: none"> Injury from defective structures and from incorrect handling/lifting. | <ol style="list-style-type: none"> Check barrier top rail for secure fixings and that surfaces are not damaged so as to cause injury and check uprights of barrier in ground for secure fixing (particularly check adjustable barriers for correct and secure fixing of adjusting pins). | | <p>Facility</p> <ol style="list-style-type: none"> No action No further action <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. No further action. <p>COVID-19 additions</p> | | <p>Facility staff</p> <ol style="list-style-type: none"> Officials, coaches | Ongoing | <p>Routine audit</p> <p>Review status prior to competitions /</p> |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|--|--|-------------|---|-----------------------|--------------------------|-------------|---|
| | <ul style="list-style-type: none"> Surface contamination | <ol style="list-style-type: none"> Carry out manual handling safe practice when placing barriers in position on track and on removing them when event is concluded. | | <ol style="list-style-type: none"> Sanitise hand before and after touching barrier. Sanitise hand before and after touching barrier. Maintain social distancing when moving – this may mean barrier cannot be moved if it exceeds the weight you are capable and able to move safely and without risk on injury. | | | | trials / training |
| Starting <ul style="list-style-type: none"> Handling Firearms. | Starter, officials, coaches, athletes, members of the public. <ul style="list-style-type: none"> accidents through use or abuse of equipment It should be recognised that any firearm is potentially dangerous and that careless or irresponsible handling can have serious results. Treat every firearm as being loaded until it is safely and clearly demonstrated that there is no ammunition in it, that is to say, the gun is 'proved'. This applies to firearms loaded with blank | <ol style="list-style-type: none"> Whenever handling a firearm, do not touch the trigger. Keep the muzzle pointing downwards and avoid dropping the gun. Never point a firearm, loaded or otherwise, at anyone. Never hold a firearm close to your face. Never indulge in horseplay or joke around with a firearm. Do not allow other people to borrow or examine your firearms. Do not cock the gun until you are ready to commence the starting procedure. Always break open a revolver with care to avoid both used and unused cartridges being ejected in an uncontrolled fashion onto the ground where they can easily be lost. Be aware of obstructions in the barrel, e.g. a cartridge wad, which can result in a blowback or even a bulged barrel if not cleared. Do not tamper with cartridges. If a firearm jams, hold it carefully by the grip on your stronger hand, barrel pointing downward. Place the thumb of the other hand on | | Facility <ol style="list-style-type: none"> No action. No action. No action. No action. No action. No action. No action. No action. No action. No action. No action. Athletic Club <ol style="list-style-type: none"> No further action. No further action. No further action. No further action. No further action. No further action. No further action. No further action. No further action. No further action. No further action. COVID-19 additions <ol style="list-style-type: none"> Wash hands before use. If hand washing facilities unavailable sanitise hands and allow time for alcohol to evaporate before use. | | Starters 1-11. | Ongoing | Routine audit Review status prior to competitions / trials |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|--|--|-------------|--|-----------------------|---|-------------|---|
| | ammunition and the following guidance should be strictly adhered to. | the hammer spur, pressing the hammer back to its full extent and then keep holding it back while pressing the trigger gently with the forefinger of the stronger hand, slowly lowering the hammer into its forward (i.e. 'uncocked') position. | | <ol style="list-style-type: none"> 2. No action. 3. No action. 4. No action. 5. No action. 6. No action. 7. No action. 8. No action. 9. No action. 10. No action. 11. No action. | | | | |
| Starting <ul style="list-style-type: none"> • Dirty or faulty firearms | Starter <ul style="list-style-type: none"> • Accidents as a result of badly maintained equipment | <ol style="list-style-type: none"> 1. Always clean firearms after use. This is necessary to maintain reliability and also because black powder residues are highly corrosive and will weaken the metal over a period of neglect. Clean the barrel and chambers with hot water, and then scrub them internally with a phosphor bronze brush using gun cleaning oil. After drying with a lint-free cloth on a pull through, the firearm should be lightly oiled, then wrapped in a cloth, and stored in a manner approved by the Constabulary which has issued the Firearm certificate. | | Facility <ol style="list-style-type: none"> 2. No action. Athletic Club <ol style="list-style-type: none"> 1. No action. COVID-19 additions <ol style="list-style-type: none"> 1. Wash or sanitise hands before cleaning. If using sanitiser or alcohol-based hand cleaner and allow time for alcohol to evaporate. | | | Ongoing | Routine audit Review status prior to competitions / trials |
| Starting <ul style="list-style-type: none"> • Lack of security for firearms and ammunition | Starter, Athletes, Members of the public, Officials <ul style="list-style-type: none"> • accidents through use or abuse of equipment | <ol style="list-style-type: none"> 1. Ensure the meeting promoter provides reserved car parking as near to the entrance as possible so that the starter walks the minimum distance from the car through areas frequented by the public. (This reserved parking should not be marked 'starter'.) 2. Do not wear a red jacket outside the track, nor use a bag marked starter. | | Facility <ol style="list-style-type: none"> 1. Establish parking plan and establish team of volunteers to steward car park until 15 minutes prior to event start. 2. No action. Athletic Club <ol style="list-style-type: none"> 1. All officials directed to arrive at least 30 minutes prior to event kick-off briefing. Officials and event organisers who require to set up equipment to arrive in sufficient | | Starter 1, 2. Facility, officials, organisers 1. | Ongoing | Routine audit Review status prior to competitions / trials |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|---|---|-------------|--|-----------------------|----------------------------|-------------|---|
| | | | | time to enable equipment set up without obstructing other facility users or events. 2. No action. COVID-19 additions 1. No action. 2. No action. | | | | |
| Starting <ul style="list-style-type: none"> Unauthorised handling of firearms | Athletes, officials and other personnel in the competition area <ul style="list-style-type: none"> accidents through use or abuse of equipment. | 1. When not in use, keep firearms out of sight in a bag with other personal kit which shall be kept in the owner's possession at all times. | | Facility 1. Consider providing secure temporary use storage cabinets in a restricted access location for starter to be able to store equipment temporarily whilst on site. Cabinet should conform to relevant standards and have hardened steel staples to enable Starter to use their own close shackle hardened padlock. Athletic Club 1. At least two starters at all competition events. Starters to provide support and oversight of each other's security arrangements. COVID-19 additions 1. No action. | | Starters 1. | Ongoing | Routine audit Review status prior to competitions / trials |
| Firearms <ul style="list-style-type: none"> Starting locations | Athletes, Officials, Spectators <ul style="list-style-type: none"> Accidents /injuries as a result of proximity of starting positions | 1. Check the locations prior to the start of the meeting and ensure that they are in a safe position and do not conflict with the safety requirements of other events. 2. Liaise with officials in other events before the meeting starts wherever necessary. 3. If safety ropes are adjusted for any purpose, they must be immediately replaced. | | Facility 1. No action. 2. No action. 3. No action. Athletic Club 1. No further action. 2. No further action. 3. No further action. COVID-19 additions 1. No action. 2. No action. | | Starter 1, 2, 3. | Ongoing | Routine audit Review status prior to competitions / trials |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|--|--|-------------|---|-----------------------|---------------------|-------------|---|
| | | | | 3. Sanitise hands and any touch points on tools before and after adjustments. | | | | |
| Firing | <p>Athletes, Starter, Officials and others in the competition area.</p> <ul style="list-style-type: none"> Injuries from powder burns or blast | <ol style="list-style-type: none"> Ensure that a loud blast is blown on a whistle before the start of each race or heat to indicate to the competitors that the race is about to start and also as a warning to everyone else. Ensure that the starting gun is always fired straight up in to the air and the recall gun down to the ground. Check that the ground in the vicinity is clear and that nobody has approached unnoticed. | | <p>Facility</p> <ol style="list-style-type: none"> No action. No action. No action. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. No further action. No further action. <p>COVID-19 additions</p> <ol style="list-style-type: none"> No action. No action. No action. | | Starter 1, 2, 3. | Ongoing | Routine audit Review status prior to competitions / trials |
| Unauthorised handling of firearms between races | FA certificate holder and others in the competition area. | <ol style="list-style-type: none"> Ensure that firearms are never left on the rostrum or on other exposed and unprotected places. Ensure that firearms are kept out of sight in a bag. | | <p>Facility</p> <ol style="list-style-type: none"> No action. Consider providing secure temporary use storage cabinets in a restricted access location for starter to be able to store equipment temporarily whilst on site. Cabinet should conform to relevant standards and have hardened steel staples to enable Starter to user their own close shackle hardened padlock. <p>Athletic Club</p> <ol style="list-style-type: none"> At least two starters at all competition events. Starters to provide support and oversight of each other's security arrangements. At least two starters at all competition events. Starters to provide support and oversight of each other's security arrangements. <p>COVID-19 additions</p> <ol style="list-style-type: none"> No action. | | Starter 1, 2. | Ongoing | Routine audit Review status prior to competitions / trials |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|---|---|-------------|---|-----------------------|---------------------|-------------|---|
| | | | | 2. No action. | | | | |
| Firearm Cartridges | <p>Athletes, Starter, Officials and others in the competition area.</p> <ul style="list-style-type: none"> Injuries from powder burns or blast. | <ol style="list-style-type: none"> Ensure that firearms are loaded carefully and that cartridges are not spilled on to the ground. Ensure that empty cases are not discarded at a meeting and that they are collected up and disposed of as scrap metal or by some other reliable method. Ensure that spent cases are never given away as souvenirs. | | <p>Facility</p> <ol style="list-style-type: none"> No action. No action. No action. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. No further action. No further action. <p>COVID-19 additions</p> <ol style="list-style-type: none"> No action. No action. No action. | | Starter 1, 2, 3. | Ongoing | Routine audit Review status prior to competitions / trials |
| Storage of guns during pre-meeting briefings refreshment intervals and at the conclusion of meetings. | <p>Starter, Athletes, Members of the public, Officials</p> <ul style="list-style-type: none"> accidents through use or abuse of equipment. | <ol style="list-style-type: none"> Ensure that firearms are kept in the starter's possession at all times and that they are not left in a locker or car. | | <p>Facility</p> <ol style="list-style-type: none"> Consider providing secure temporary use storage cabinets in a restricted access location for starter to be able to store equipment temporarily whilst on site. Cabinet should conform to relevant standards and have hardened steel staples to enable Starter to user their own close shackle hardened padlock. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. <p>COVID-19 additions</p> <ol style="list-style-type: none"> No action. | | Starter 1, 2. | Ongoing | Routine audit Review status prior to competitions / trials |
| Firearm noise | <p>Starter, Athletes, Members of the public, Officials</p> <ul style="list-style-type: none"> breaches of noise regulations. | <ol style="list-style-type: none"> Ensure that with privately loaded ammunition 140Db is not exceeded. Ensure that .45" cartridges are not used indoors and that the volume of a commercially produced 9mm cartridge is the limit. | | <p>Facility</p> <ol style="list-style-type: none"> No action. No action. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. No further action. | | Starter 1, 2. | Ongoing | Routine audit Review status prior to competitions / trials |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|--------------------------------|---|--|-------------|--|-----------------------|--|-------------|--|
| | | | | COVID-19 additions 1. No action. 2. No action. | | | | |
| Wireless False Start Equipment | Starters, Starter's Assistants, Officials | 1. Any audio system should be set at a comfortable position and noise level 2. Transducer system or electronic gun system should have been set to the satisfaction of the starter 3. Position of starter's podium and false start equipment to be agreed prior to start of competition 4. Movement of start blocks and false start equipment when appropriate before and after a heat or final. | | Facility 1. No action. 2. No action. 3. No action. 4. No action. Athletic Club 1. No further action. 2. No further action. 3. No further action. 4. No further action. COVID-19 additions 1. No action. 2. No action. 3. No action. 4. Sanitise hands before and after moving any equipment. Allow alcohol to evaporate when moving electric equipment or equipment where alcohol could damage surface. | | Starter, photo finish official 1, 2. Starter, chief track judge 3 Track Team, Starter's Assistants 4 | Ongoing | Routine audit Review status prior to competitions / trials / training |
| Cabled False Start Equipment | Starters, Starter's Assistants, Athletes, Track Team, officials and media <ul style="list-style-type: none"> Injury due to tripping hazard or injury due to mishandling of equipment | 1. All cables should be laid in an orderly manner to each of the start blocks 2. The cables from the start blocks to the console should be laid in an orderly manner and routed to avoid as far as possible the 'normal' pathways of all personnel at the start 3. Cables from the start console to the starters podium should be laid in an orderly manner and secured as necessary to the podium | | Facility 1. No action. 2. No action. 3. No action. 4. No action. 5. No action. 6. No action. 7. No action. Athletic Club 1. No further action. 2. No further action. 3. No further action. 4. No further action. | | Starter, Officials 1, 2, 3, 4, 5. Athletes, Starter's Assistants 1, 2 Presentati on team, media. 2 | Ongoing | Routine audit Review status prior to competitions / trials / training |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|--|---|---|-------------|---|-----------------------|---|-------------|---|
| | | <ol style="list-style-type: none"> 4. Any audio system should be set at a comfortable position and noise level 5. Transducer system or electronic gun system should have been set to the satisfaction of the starter. 6. Position of starter's podium and false start equipment to be agreed prior to start of competition 7. Movement of start blocks and false start equipment when appropriate before and after a heat or final. | | <ol style="list-style-type: none"> 5. No further action. 6. No further action. 7. No further action. <p>COVID-19 additions</p> <ol style="list-style-type: none"> 1. Sanitise hands before laying cables and any cable protection. 2. No action. 3. No action. 4. Sanitise hands and after setting up cables false start equipment. 5. No action. 6. Sanitise hands and after moving equipment. 7. Sanitise hands and after moving equipment. | | <p>Starter, officials, media</p> <ol style="list-style-type: none"> 6. Track Team, Starter's Assistants, officials 7. | | |
| <p>Timekeeping</p> <ul style="list-style-type: none"> • Standalone/ Temporary/ Mobile Out-field locations | <p>Officials, Athletes, General Public</p> <ul style="list-style-type: none"> • Injury from falling and collision | <ol style="list-style-type: none"> 1. In the case of stand-alone/temporary/mobile timekeepers stands, ensure that the stand is constructed to the manufacturers specifications. For stand-alone and mobile stands of metal modular construction, ensure safety information plate is in place, legible and in date. 2. Ensure that the flooring of the working platforms (steps) are in good repair, of a non-slip material and securely attached to the stand framework. 3. Ensure that the safety rail to the sides and rear of modular constructed stands are securely attached to the main body of the stand, at a satisfactory height above the level of the platform floor that will not obscure the timekeepers view of the start and finish areas. 4. Ensure that the stand is stable upon the ground environment. | | <p>Facility</p> <ol style="list-style-type: none"> 1. No further action. Mobile stand available for timekeepers 2. No further action. 3. No action. 4. No action. 5. No further action. 6. Portable barriers are available on site. 7. No further action. 8. No action. Not available. <p>Athletic Club</p> <ol style="list-style-type: none"> 1. Temporary stands available for outfield locations. Ensure following instructions for assembly. 2. As per 1. 3. As per 1. 4. As per 1. 5. No further action. 6. No further action. 7. No further action. 8. No action. Not available. <p>COVID-19 additions</p> <ol style="list-style-type: none"> 1. Sanitise hands before and after contact. | | <p>Facility staff, Officials</p> <ol style="list-style-type: none"> 1, 2, 3, 4, 5, 6, 7, 8. | Ongoing | <p>Routine audit</p> <p>Review status prior to competitions / trials / training</p> |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|---|---|-------------|--|-----------------------|----------------|-------------|--|
| | | <ol style="list-style-type: none"> 5. If wheels are fitted to a mobile stand and the stand is repositioned ensure that these are in the retracted position before use by the timekeeping team. 6. Ensure that a rope cordon wound with high visibility tape is positioned around the stand-alone/mobile stand, to prevent access by the general public. 7. Ensure that the ground environment surrounding the stand-alone/mobile stand is suitably surfaced for the safe movement of timekeepers whilst in that area. 8. Ensure that where an overhead weather protection facility is provided, the device is securely attached to the main body of the stand-alone/mobile stand. | | <ol style="list-style-type: none"> 2. Sanitise hands before and after inspection. 3. Sanitise hands before and after inspection. 4. Sanitise hands before and after inspection. 5. Sanitise hands before and after moving. 6. Sanitise hands before and after using tools. 7. No action. 8. No action. | | | | |
| Timekeeping <ul style="list-style-type: none"> • Permanent Out-field locations | Officials, General Public <ul style="list-style-type: none"> • Injury from falling, tripping, collision | <ol style="list-style-type: none"> 1. Ensure that the timekeepers allocated position/seats are clearly defined as not for use by the General Public. 2. Ensure that the access and gangways to the timekeepers allocated position/ seats are kept free from obstruction and where practicable, not accessible by the General Public. 3. Ensure that the flooring of the working platforms (steps) are in good repair 4. Ensure that if the timekeepers' position is located at an extremity of a permanent stand, a safety wall and rail is securely attached to the main structure of the stand, | | Facility <ol style="list-style-type: none"> 1. No action. 2. No action. 3. No further action. 4. No further action. 5. No further action. 6. No further action. Athletic Club <ol style="list-style-type: none"> 1. No further action. 2. No further action. 3. No action. 4. No further action. 5. No action. 6. No action. COVID-19 additions | | | Ongoing | Routine audit Review status prior to competitions / trials / training |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|---|--|-------------|---|-----------------------|---|-------------------------------|---|
| | | <p>at a satisfactory height above the level of the platform floor that will not obscure the timekeepers view of the start and finish areas.</p> <p>5. Ensure that the seats provided are safe and free from defects.</p> <p>6. Ensure that permanent and temporary overhead structures are free from birds and vermin</p> | | <p>1. Allocate specific seats for timekeepers to reduce the number of contact points they have.</p> <p>2. No further action.</p> <p>3. Sanitise hands before and after inspection.</p> <p>4. No action.</p> <p>5. Allocate specific seats for timekeepers to reduce the number of contact points they have.</p> <p>6. No action.</p> | | | | |
| <p>Timekeeping</p> <ul style="list-style-type: none"> In-Field locations | <p>Officials</p> <ul style="list-style-type: none"> Injury from slipping/tripping, falling, collision | <p>1. Ensure that the competition area is not used as a short cut to timekeepers' calling/recording positions.</p> <p>2. Ensure that due care is taken when negotiating track inner kerbs.</p> <p>3. Ensure that when positioned to call/record times, the progress of an athlete in competition is unimpeded.</p> <p>4. Ensure that due notice is taken of the preparation and progress of field events and of warning horns.</p> | | <p>Facility</p> <p>1. No further action.</p> <p>2. No further action.</p> <p>3. No action.</p> <p>4. No action.</p> <p>Athletic Club</p> <p>1. No further action.</p> <p>2. No further action.</p> <p>3. No further action.</p> <p>4. No further action.</p> <p>COVID-19 additions</p> <p>1. No action.</p> <p>2. No action.</p> <p>3. Sanitise hands before and after events when using signage to record athletes progress and ring the bell for the final lap.</p> <p>4. No action.</p> | | <p>Officials</p> <p>1, 2, 3, 4.</p> | Ongoing | <p>Routine audit</p> <p>Review status prior to competitions / trials / training</p> |
| <p>Photo finish</p> <p>Temporary/ Permanent Out-field/In-field Scaffold Tower</p> | <p>Injury from falling and collisions with Technical Officials, Athletes, and public.</p> | <p>1. In the case of temporary scaffolding towers, ensure that the tower is constructed to the manufacturers specifications and correctly tagged. For permanent</p> | | <p>Facility</p> <p>1. Establish method statement (MS) for roof access to set out a safe system of work (SSOW).</p> <p>2. Unknown.</p> | | <p>Facility staff</p> <p>1. Facility staff,</p> | MS and SSOW required prior to | <p>Routine audit</p> <p>Review status prior to</p> |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|----------------------------|------------------------------|---|-------------|--|-----------------------|--|-------------|----------------------------------|
| Wet/Video Camera Location. | | <p>towers/fixtures ensure safety information plate is in place, legible and in date.</p> <ol style="list-style-type: none"> Ensure that the working platform flooring is securely attached to the tower framework. Ensure that the working platform safety rail is at the regulation height above the level of the platform floor, notwithstanding the camera's line of view. Ensure that the tower is securely braced and stabilized against the ground environment. Ensure that access to the working platform is preferably from within the ground foot-print of the scaffold tower. Ensure that the working platform access device is safe and secured to both the working platform and ground environment. Ensure that high visibility tape is wound around the lower tower extremities from ground level to a height of 2 metres. | | <ol style="list-style-type: none"> No safety rails. Roof has mansafe connection points available for use. Camera installation is on stadia roof in a permanent enclosure. Camera and local cabling removed and reinstalled after use. No tower. n/a. Temporary access only. n/a. <p>Athletic Club</p> <ol style="list-style-type: none"> Follow safe system of work for access. Ensure at least one other person remains at ground level and within sight and sound of anyone accessing stadium roof. Only designated personnel to access roof and to confirm fit and well for working at height. Follow safe system of work for access. Roof has a mansafe connection points available for use. n/a. n/a. Ladder access is temporary. Ladder is tied on during use. Ladder removed during event and afterwards to prevent unauthorised access to roof. Aluminium ladder should be used and inspected prior to use and securely tied on to ensure fit for use. All cables on roof are in conduit to remove trip hazard and camera box is accessible from rear to negate need to get close to roof edge save for ladder access. Forward Actions: Cables below roof level would also benefit from being in conduit. n/a. <p>COVID-19 additions</p> <ol style="list-style-type: none"> No action. No action. No action. | | Officials, PF operator 2, 3, 4, 5, 6, 7. | undertaking | competitions / trials / training |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|---|--|-------------|--|-----------------------|---|-------------|--|
| | | | | 4. n/a. 5. n/a. 6. Sanitise hands before and after accessing camera installation location. 7. No action. | | | | |
| Permanent Out-field Wet/Video Camera Location | Technical Officials:- Injury from falling | 1. Ensure that the aperture through which the PF camera points towards the track has a suitable safety rail(s) to prevent PF operatives from falling on to structures below the camera location. 2. Ensure that all PF technical officials are aware of the opening facility. | | Facility 1. No action. 2. No action. Athletic Club 1. Digital PF equipment is operated remotely and once installed is controlled from within the commentary box. 2. No further action. COVID-19 additions 1. No action. 2. No action. | | 1 Facility staff, PF Operator 1. Officials 2. | Ongoing | Routine audit Review status prior to competitions / trials / training |
| Temporary Single Pole In-field Video Camera Mounting. | Athletes, Officials:- Injury from falling, collision | 1. Ensure that the pole is securely fastened to its ground anchorage. 2. Ensure that the pole is of a contrasting colour to its surroundings. 3. Ensure that when accessing the camera, an 'A' frame ladder is used suitably braced and steadied by a competent person. | | Facility No action. Athletic Club Not applicable. We do not have this type of installation COVID-19 additions No action. | | Facility staff, PF operator 1, 2, PF Operator 3- | n/a. | n/a. |
| Temporary Stand Alone Video Camera Mounting Tri-pod | Injury from falling, collision to Athletes, Officials | 1. Ensure that the tri-pod is securely positioned. 2. Ensure that the tri-pod is of a contrasting colour to its surroundings. 3. Ensure that when accessing the camera, an 'A' frame ladder is used suitably braced and steadied by a competent person. | | Facility 1. No action. 2. No action. 3. No action. Athletic Club 1. No further action. 2. Provide temporary fencing around installation to protect. | | Officials, Athletes, PF Operator 1, 2. Officials, PF operator 3. | Ongoing | Routine audit Review status prior to competitions / trials / training |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|---|--|---|-------------|--|-----------------------|---|-------------|--|
| | | | | <p>3. Not required. Supplementary PF camera to look at arriving athletes across finish line is a low level installation.</p> <p>COVID-19 additions</p> <p>1. Sanitise hands prior to and after PF installation and removal. Keep hands away from face.</p> <p>2. No action.</p> <p>3. No action.</p> | | | | |
| Video PF Equipment Installation / Wet Camera Installation | Injury from electric shock, tripping and falling to Technical Officials | <p>1. Ensure that all Mains power supply outlets have switches and power 'ON' indicators.</p> <p>2. Ensure that all Mains power supply plugs and associated cables have in-date safety labels.</p> <p>3. Ensure that all electrical cables are routed away from the operating area and protected on the floor by rubber cable mats.</p> | | <p>Facility</p> <p>1. No further action.</p> <p>2. Maintain a PAT testing schedule and arrange testing as required for all equipment used within the complex.</p> <p>3. Provide cable protection mats</p> <p>Athletic Club</p> <p>1. No action.</p> <p>2. Visual inspection at point of use.</p> <p>3. Route cables appropriately and lay down cable protection mats as required. Any high-level cables to be secured out of harms way.</p> <p>COVID-19 additions</p> <p>1. No action.</p> <p>2. Due to enclosed space within commentary box this room shall be dedicated to the photo finish operator. Stadium announcers' microphone is now wireless and can be used from outside the commentary box.</p> <p>3. Sanitise hands prior to and after PF installation and removal. Keep hands away from face.</p> | | <p>1 Facility staff</p> <p>1. Officials, Operator</p> <p>2. Facility staff. Officials, Operator.</p> <p>3.</p> | Ongoing | Routine audit Review status prior to competitions / trials / training |
| Automatic Starting Device(s) Installation | Injury from tripping and falling to Athletes/Technical | <p>1. Ensure that all electrical cables are routed via dedicated cable ways, near to the inside of the inside track kerb and protected from</p> | | <p>Facility</p> <p>1. No action.</p> <p>2. No further action.</p> | | <p>Facility staff. Officials</p> | Ongoing | Routine audit Review status |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|------------------------|---|---|-------------|---|-----------------------|--|-------------|---|
| | Officials/General Public | <p>athletes/general pedestrian traffic by rubber cable mats.</p> <p>2. Ensure that where no special provision is made for the egress of cables from manholes, notices are displayed warning of raised manholes.</p> | | <p>Athletic Club</p> <p>1. Route cables appropriately and lay down cable protection mats as required. Any high-level cables to be secured out of harms way.</p> <p>2. No further action.</p> <p>COVID-19 additions</p> <p>1. Sanitise hands prior to and after PF installation and removal. Keep hands away from face.</p> <p>2. No action.</p> | | 1, 2. | | prior to competitions / trials / training |
| Photographic Chemicals | Injury from spillage, splashing and inhalation of fumes to Technical Officials | <p>1. Ensure that the preparation, mixing and pouring of individual photographic chemicals are carried out in a well ventilated area, to the chemical manufacturer's guidelines.</p> <p>2. Ensure that dedicated equipment and utensils are used for each chemical.</p> <p>3. Ensure that protective glasses, gloves and overalls are used when preparing, mixing and pouring PF chemicals.</p> <p>4. Ensure that caution is taken when:</p> <ul style="list-style-type: none"> • PF film is taken from the development tank after the normal process of film processing. • PF film is taken from both the individual developer and fixer tanks • Dismantling and cleaning the PF camera at the end of an Meeting. <p>When changing films.</p> | | <p>Facility</p> <p>No action.</p> <p>Athletic Club</p> <p>Not applicable. All equipment is digital</p> <p>COVID-19 additions</p> <p>No action.</p> | | Officials 1, 4, 6, Facility, Officials 2, 3, 5. | n/a. | n/a. |

Yate and District Athletic Club | Risk Assessment | Track

| What are the Hazards? | Who might be harmed and how? | What are you already doing? | Risk Rating | What else can you do to control this risk? | Resultant Risk Rating | Action by whom | Target date | Complete / Review |
|-----------------------|---|---|-------------|--|-----------------------|---|-------------|-------------------|
| | | 5. Ensure that an eye wash, copious amounts of cold water and washing facilities are located in the immediate vicinity of the PF camera and operatives. 6. Ensure that food and drink are not consumed in the vicinity of the PF cameras | | | | | | |
| Results Clips | Injury through collision with results clips to Technical Officials, Athletes, General Public | 1. Ensure that the area below the PF operating position, in which a results clip is dropped, is cordoned and warning notices displayed. 2. Ensure that the area below the PF operating position is clear of all personal before a results clip is dropped. | | Facility No action. Athletic Club Not applicable. All equipment is digital COVID-19 additions No action. | | Facility staff, Officials 1- Officials. 2- | n/a. | n/a. |

Yate and District Athletic Club | Risk Assessment | Track

Minimum Number of Track Officials and Volunteers

| Role | Official or volunteer ¹ | Sprints and Hurdles | | | | | Steeple chase ² | Relays ³ | | |
|---|------------------------------------|---------------------|------------|------------|------------|---------------------|----------------------------|---------------------|--------|--------|
| | | Up to 110m | 150m, 200m | 300m, 400m | 600m, 800m | > 800m ⁴ | | 4x50m, 4x100m | 4x300m | 4x400m |
| Track Referee ⁵ | O | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Chief Judge ⁶ | O | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Starters | O | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Starters Assistants | O | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Additional Starters Assistant / block monitor | O/V | 1 | 1 | 1 | - | - | - | 1 | - | - |
| Place Judges ⁷ (with or without photo finish) for eight athlete (or more) races | O | 5 | 5 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Place Judges ⁸ (with or without photo finish) for four athlete races. Typical for Covid-19 | O | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Photo finish ⁹ (Optional) | O | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Infringement Umpires | O | 2 | 3 | 4 | 3 | 3 | 5 | - | - | - |
| Break Line Umpire | O | - | - | - | 1 | - | - | - | - | - |
| Lap Board / Bell Operator | O | - | - | - | 1 | 1 | 1 | - | - | - |
| Lap (Chart) Recorder | O | - | - | - | - | 1 | 1 | - | - | - |
| Lap (Chart) Recorder Assistant ¹⁰ | O ¹¹ | - | - | - | - | 1 | 1 | - | - | - |
| Wind Gauge Umpire | O | 1 | 1 | - | - | - | - | - | - | - |
| Takeover Umpire ¹² | O | - | - | - | - | - | - | 6 | 6 | 4 |
| Hurdle movers | V | 4 | 4 | 4 | - | - | - | - | - | - |
| Warm up area supervisor | V | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |

¹ Volunteers supervising children shall only do so in line with safeguarding policy.

² Under Current England Athletics guidance under Covid-19 this event is not permitted.

³ Under Current England Athletics guidance under Covid-19 this event is not permitted.

⁴ Following UK Government PHE guidelines for races where contact is less than 1m race duration is limited to 15 minutes. Under current England Athletics guidance events over 800m are not permitted.

⁵ Track Referee is mandatory role and they can also perform Chief Judge and Place Judge role, competition dependant. Under Covid-19 this would further reduce numbers.

⁶ Chief Judge: Only used when competitions require or when sufficient Judges/umpires.

⁷ Odd number preferable. Note some competitions may require more.

⁸ Odd number preferable, this assumes Track Referee also acts as a Place Judge.

⁹ With greater confidence in photo finish the number of place judges could be reduced should competition environment permit.

¹⁰ If over 1500m.

¹¹ A volunteer could be used with meeting agreement.

¹² Judge at entrance and exit of takeover zone.

Yate and District Athletic Club | Risk Assessment | Track

Track Zones

Yate and District Athletic Club | Track and Field Training Zones

