

VERWOOD TOWN FOOTBALL CLUB TRAINING RISK ASSESSMENT

Session Type: Training Sessions

Location: Potterne Park and Memorial Field, Verwood

Assessment Completed by: Club Volunteers

Basis: Reasonable endeavours, reviewed by Club Committee and Welfare Officer

Review Date: Annually or after any significant incident, venue change, or change in guidance

Purpose

- To identify and reduce risks associated with training sessions at Potterne Park and Memorial Field, Verwood.
- To cover venue safety, toilet and handwashing facilities, supervision ratios, emergency procedures, and site-specific risks.

Controls

- Session content must be age-appropriate and matched to the group.
- The pitch or training area, goals, access routes, toilets, and handwashing facilities must be checked before use.
- Adults must supervise all activities and stop or modify sessions if conditions change.
- Any venue-specific hazards must be briefed to coaches before the session starts.

Emergency and Reporting

- First aid to be administered by the nearest qualified person available.
- Call emergency services where required and keep access routes clear for responders.
- Log injuries, equipment defects, near misses, and safeguarding concerns promptly.
- Safeguarding concerns to be referred immediately to the Club Welfare Officer.

Risk Register

Hazard	Who is at Risk	Potential Consequences	Existing Controls	Further Actions Required
Boundary crossings or poor spacing between players	Players, coaches	Collisions, trips, loss of control	Clear pitch markers used; players briefed before each session	Reset space when activities change
Equipment not suited to the age group	Players	Impact injury or reduced control	Age-appropriate balls, goals, and cones used throughout	Inspect kit before session; remove anything unsuitable
Lack of focus leading to unsafe behaviour	Players, coaches	Incidents during drills or games	Positive coaching and active supervision maintained throughout	Pause session and reset when standards slip
Weather exposure or poor light	Players, coaches, adults	Slips, dehydration, discomfort, missed hazards	Conditions checked before and during session; activity adapted as needed	Stop session if conditions worsen; do not continue in poor visibility
Toilet or handwashing facilities unavailable	Players, coaches, adults	Hygiene issue, discomfort, safeguarding concern	Facilities identified in advance of each session	Move or cancel if essential facilities are unavailable
Uneven ground, debris, or hidden obstructions	Players, coaches, adults	Trips, falls, sprains, impact injuries	Pre-use ground inspection; hazards removed or marked where possible	Record defects and escalate for repair; avoid known hazard areas
Manual handling of training equipment or goals	Coaches, volunteers, adults	Back injury, strains, dropped equipment	Correct lifting technique used; no solo lifting of heavy items	Use two people for all heavy or bulky items
Slips, trips, and falls during setup or pack-down	Coaches, volunteers, adults	Bruises, strains, fractures	Routes kept clear; suitable footwear worn; no rushing	Pause setup if surface is slippery
Goal or equipment instability	Players, coaches	Impact injury, toppling hazard	Goal fixings and stability checked before use; goals not left unsecured and unattended	Do not use goals that are not properly secured or anchored
Player injury during session	Players	Fractures, soft tissue injury, suspected concussion	First aid kit on site; nearest adult to give initial response; concussion awareness applied	Stop session if injury is serious; call 999; contact parent or carer immediately
Safeguarding concern at training	Children, young people	Distress, harm	Two club adults required at every session; CWO designated; all adults DBS checked	Report immediately to the Club Welfare Officer; follow the club safeguarding procedure