

# UNIVERSITY of OXFORD SPORTS DEPARTMENT

## Oxford University Basketball Club RISK ASSESSMENT

**DATE: 27/08/08**

*Activities usually carried out by the club at Iffley Road Sports Department and other venues nationwide :*

1. Training Sessions
2. University Matches
3. Cuppers & College League Matches
4. Social Events
5. Travelling to Away Matches
6. Tours

HAZARD	CONTROLS MEASURES IN PLACE	RISK FACTOR	FURTHER CONTROL MEASURES
<b>TRAINING</b>			
1. Projections from sports hall walls e.g. boxing equipment, mirrors, football goals, hall curtains.	Ensure mirrors are covered, curtains are firmly secured, and all other projections are folded flat to sports hall wall.	Medium	
2. Fire Procedures and Emergency exit doors leading directly onto playing area.	Ensure doors are closed in the Sports Hall Ensure doors are not blocked.	Low	If the Fire Alarm sounds, please leave the building and go to the Assembly point in the Car Park adjacent to the Astro turf Pitch.
3. Slippery flooring.	Sweep floor at the start of each training session	High	Liaise with Iffley Road staff to ensure floor is cleaned regularly, and glazed.
4. Baskets suspended from ceiling.	Baskets should be raised / lowered only by sports centre staff. Please ask at reception for assistance.	Medium	
5. Unpadded corners on secondary baskets.	Baskets should only be used for shooting practice	Medium	
6. Conduct of players.	Training sessions run by properly experienced	High	Safety briefing at start of

	players/coaches. All matches are to be played according to EBBA guidelines. All university matches are to have referees in place.		Michaelmas term, defining proper conduct. Participants should be aware that they are responsible for their own actions, especially if they choose to disregard advice given by an Activity Leader or Event Organiser.
7. Inappropriate footwear.	Warn players of the dangers of wearing inappropriate footwear	Medium	
8. Personal effects adjacent to court	Ensure all bags and belongings are placed by the wall before training begins or in changing room lockers.	Low	
9. Jewellery worn by players.	Insist all jewellery is taped over or removed.	Medium	Referees check starting players pre-match
10. Improper storage of basketballs in the court area during training.	Ensure all basketballs are placed at the side of the court when not being used, and are stationary.	Low	
11. Not warming up and cooling down properly	Warm up before training and matches, and cool down afterwards (e.g. stretches, jogging, lay-ups, etc...)	Medium	
12. Exhaustion/dehydration/cuts/bruises.	Insist on water being brought by players. Advice of coach/player themselves if player unfit to continue.	Medium	For cuts, where the player who is cut does not deal with his own injury, the person from the club or from the Department should wear disposable gloves.
13. Players with existing medical conditions.	It is the responsibility of the individual to bring to the attention of the Committee any known medical condition or previous injuries that may affect their or other Club member's safe participation within the sport. If the issue is of a sensitive nature, then this MUST be raised via the ASO	Medium	Players must complete the membership form, including details of known medical conditions etc. before joining the club.

<p>14. Building faults.</p>	<p>If OUBbC have any concerns regarding faulty lighting, slippery floors, defective equipment then please report it to: <a href="mailto:shaun.fleming@sport.ox.ac.uk">shaun.fleming@sport.ox.ac.uk</a></p>	<p>Medium</p>	
<p>15. Injuries to players as a result of physical contact, slipping or falling from a height</p> <p>Injuries are of a variable nature, from minor e.g. bruising to major e.g. broken bones etc</p> <p><b>UNIVERSITY MATCHES</b> (risks similar to training, controlled by qualified referee)</p>	<p>All OUBbC members are clear that First Aid Assistance can be obtained from the Sports Department by contacting the main reception desk. The Sports Department will then either contact the Emergency Services, provide First Aid themselves and complete an accident Report Form. <b>No players are to hang from Basketball rings. This will prevent potential injuries to players and damage to the ring and backboard.</b></p>	<p>Medium</p>	<p>Obtain and complete an accident report form from <a href="http://www.sport.ox.ac.uk/sports-federation/safety/accident_form">http://www.sport.ox.ac.uk/sports-federation/safety/accident_form</a> for all accidents away from site where a major accident (emergency services called) takes place. (send copy to ASO, another to University Safety Office)</p>
<p>1. Dangerous play.</p>	<p>Qualified referee enforces rules according to EBBA guidelines.</p>	<p>Medium</p>	
<p>2. Safety of facilities at away venues.</p>	<p>OUBbC to ensure that facilities at away venues are safe to use and any defects should be reported to the Manager at that venue.</p>	<p>Medium</p>	
<p><b>CUPPERS / COLLEGE LEAGUE MATCHES</b> (risks similar to training, controlled by team captains)</p>			
<p>1. Dangerous play</p>	<p>Team captains are responsible for enforcing volunteer referees' decisions and rules according to EBBA guidelines, as well as ensuring players adhere to OUBbC code of conduct and Risk Assessment.</p>	<p>Medium</p>	
<p><b>SOCIAL EVENTS</b></p>			<p>Cuppers' regulations to be put on club website. Risk Assessment and Code of Conduct to be displayed as well as rules and regulations.</p>

<p>1. Excessive amount of alcohol consumed</p> <p><b>TRAVELLING TO AWAY MATCHES</b></p> <p>1. Road accidents in hired mini-buses when travelling to OUBBC away venues. Road accidents involving the use of private cars.</p> <p><b>TOURS</b> (same risks mentioned above with training, matches, travel and social events)</p>	<p>Verbal warning to players about excessive alcohol consumption.</p> <p>Drivers not to exceed seating limit. The driver must not have consumed alcohol prior to driving. Driver to be properly qualified. Vehicle to be checked and suitable for use before departure. Drivers to comply with Road Traffic Act. Insist on seatbelts being worn, not distracting driver whilst s/he is driving, and not obstructing minibus gangways with bags.</p>	<p>Medium</p> <p>Low but potentially fatal.</p>	<p>Ensure the actions of the players do not bring the name of the club and University into question.</p> <p>All Trip Registration Forms are to be sent a day (by 5.00pm on Thursday) before weekday fixtures or weekend fixtures to the ASO.</p> <p>For trips abroad, Trip Registration Forms must be submitted one month ahead of the trip to the ASO. They will then be forwarded to the University Insurance Department and Security Services.</p> <p>If the club has a major accident and/or incident which involves the member going to Hospital or the Emergency Services being called then the club have the chance to contact the University Security Services Emergency Line on (01865) 289999 who will offer advice and assistance. Security Services will contact the Press Office, the college(s) of the injured person(s) and the key personnel within the Sports Department who can help.</p>
--	---	---	---

1. Accidents linked with transportation	Ensure that every individual is insured, through a personal insurance scheme or through the university insurance.	Medium	
2. Injuries during training or matches	Presence of a qualified first-aider.	Medium	Ensure that adequate medical cover is provided.