

Sports and Games Activities Health & Safety Risk Assessment

Updated desktop review: 31 August 2026

Facility	Brighter Futures Community Facility	Assessment area	Outdoor sports and games area / astroturf
Previous assessment	Risk Assessment Sports.docx - 19 February 2026	Review cycle	At least annually and sooner after significant change, incident, new activity/equipment or changed participant needs
Attendance / supervision	Session-specific - determined by activity, participant needs, space and safe staffing	Persons covered	Young people, employees, volunteers, spectators/visitors and others affected by sports sessions
Approval	Responsible person / H&S / Youth Lead to complete	Next review	By 31 August 2027 or sooner if required

Important use notes

This revision is a document review, not a physical inspection. Existing controls from the February 2026 assessment have been retained where appropriate and strengthened for sports-specific risks. They must be checked on site before sign-off. Any unsafe surface, defective equipment, unsafe staffing level or other critical control failure should result in the affected activity being stopped or adapted until adequately controlled.

Sports session management rules

- Supervision must match the sport, attendance, age, maturity, individual needs, behavior, environment and staff competence; the previous local ratio guidance must not override activity-specific judgement.
- A pre-session inspection of the playing surface, access route, surrounding area and equipment must be completed before participants enter the activity area.
- Participants must receive clear rules for the activity, boundaries, safe equipment use, contact/collision expectations and the stop signal before play begins.
- Medical information and reasonable adjustments must be considered before participation; inhalers or other agreed emergency medication must remain accessible where relevant.
- Spectators, photography and one-to-one situations must be managed in line with Brighter Futures safeguarding arrangements.
- Outdoor sessions must be adapted, relocated or cancelled when weather, surface condition, lighting or other environmental factors make the activity unsafe.

Priority verification and improvement actions

Priority	Topic	Required action / verification
Immediate	Playing surface / contamination	Inspect the astroturf, access route and surrounding area before each session. Remove glass, dog fouling, tools, stones and other hazards; isolate or cancel activity where the area cannot be made safe.
High	Staffing / competence	Verify current DBS, safeguarding, first-aid and role-appropriate sports/coaching competence. Set session supervision according to the activity and participant needs rather than relying on a fixed ratio alone.
High	First aid / medical needs	Confirm trained first-aid cover, accessible first-aid kit/telephone, current emergency information and arrangements for inhalers or other agreed emergency medication.

Priority verification and improvement actions - continued

Priority	Topic	Required action / verification
High	Sports equipment	Create/maintain an equipment check arrangement. Remove damaged equipment from use; verify safe setup and stability of any goals, posts, nets or other larger equipment where used.
High	Safeguarding / behavior	Verify safeguarding contacts, staff/volunteer checks, spectator controls, photography consent and procedures for challenging behavior or aggression.
Medium	Weather / emergency arrangements	Confirm stop/cancel criteria for rain, ice, heat, strong winds or poor lighting and ensure outdoor staff understand fire/evacuation and emergency communication arrangements.

Assessment method and risk scoring

Risk ratings are shown as Initial → Residual. The rating is Likelihood × Severity using the same 4 × 4 matrix as the current Kids and Youth Club assessment. Scoring helps prioritize action but does not replace professional judgement or the need to implement reasonably practicable controls.

Likelihood	Meaning	Severity	Meaning
1	Unlikely / rare	1	Minor - first aid / short-lived effect
2	Possible	2	Moderate - treatment / short-term absence
3	Likely	3	Serious - significant injury / longer-term effect
4	Very likely / expected	4	Major - life-changing injury or fatality

Categories: Low 1-2 | Moderate 3-5 | High 6-9 | Very High 10-16. High and Very High residual risks require active management and further action.

1. Staffing, supervision, behavior and safeguarding

Hazard / activity	Who may be harmed	Controls to be in place	Further action / verification
Inadequate staff competence or role clarity leading to unsafe delivery. <i>Area: Staff competence / quality assurance</i> Initial: 8 High → Residual: 4 Moderate	Young people, staff, volunteers	- Only staff/volunteers with appropriate competence, induction and supervision deliver or support sports activities. - Existing assessment records safeguarding/child-protection, health and safety and first-aid training as core expectations. - Young leaders may support activities only within an agreed role and under adult supervision.	- Verify current DBS, safeguarding, first-aid and role-appropriate coaching/sports competence records. - Identify activities requiring additional specialist competence before they are offered. <i>Owner / timing: Youth Lead / H&S / Before sign-off and on staff change</i>
Insufficient supervision or excessive numbers causing missed hazards, poor control or injury. <i>Area: Staffing / participant ratios</i> Initial: 9 High → Residual: 4 Moderate	Participants, staff, volunteers	- Session leader sets staffing according to activity, age, behavior, individual needs, environment and staff competence. - Floating staff may monitor the wider area where this does not reduce direct activity supervision. - The previous local ratio guide is treated as a starting point only, not a substitute for dynamic assessment.	- Record the agreed staffing/supervision level in the session plan or pre-session check. - Reduce numbers, split groups or stop the activity if safe supervision cannot be maintained. <i>Owner / timing: Session Lead / Before each session</i>
Challenging behavior, horseplay, confrontation or unsafe play causing injury. <i>Area: Behavior / group management</i> Initial: 9 High → Residual: 4 Moderate	Participants, staff, volunteers, spectators	- Ground rules, boundaries and stop signal explained before activity. - Staff intervene early, use de-escalation approaches and may pause/end the session where behavior becomes unsafe. - Supervision positions are chosen to maintain visibility of the active area.	- Brief staff on known behavior risks and individual controls before the session. - Record and review significant incidents/near misses and amend controls where patterns emerge. <i>Owner / timing: Session Lead / Before and during each session</i>
Safeguarding concern, inappropriate one-to-one contact, unmanaged spectators or photography. <i>Area: Safeguarding / child protection</i> Initial: 12 Very High → Residual: 4 Moderate	Young people; staff/volunteers may also be affected	- Safeguarding policy, codes of conduct and reporting routes apply to sports sessions. - Avoidable one-to-one situations are not permitted; staff remain aware of spectators and visitors. - Photography/media use is subject to the organisation's consent and safeguarding arrangements.	- Confirm current safeguarding contacts and staff/volunteer DBS/training status. - Ensure visitors/spectators are not left to supervise or have unsupervised access to participants. <i>Owner / timing: Safeguarding Lead / Session Lead / Ongoing</i>

2. Participant fitness, medical needs and inclusion

Hazard / activity	Who may be harmed	Controls to be in place	Further action / verification
Participant is not medically fit for activity or staff are unaware of a relevant condition. <i>Area: Medical fitness / emergency information</i> Initial: 12 Very High → Residual: 4 Moderate	Participants	• Participation is matched to age, ability and known physical or medical needs. • Relevant emergency/medical information is available to authorised staff on a need-to-know basis. • First-aid provision and a working phone are available; agreed emergency medication such as inhalers remains accessible.	• Check attendance/medical information before sessions and sensitively confirm any relevant changes. • Do not permit participation where a known condition cannot be safely accommodated without further planning. <i>Owner / timing: Session Lead / First Aider / Before participation</i>
Activity does not account for disability, neurodivergence, communication, sensory or mobility needs. <i>Area: Inclusion / reasonable adjustment</i> Initial: 9 High → Residual: 3 Moderate	Participants with individual support needs; staff supporting them	• Activities can be adapted for ability and individual need. • Staff use clear instructions, demonstrations and appropriate pacing. • Access routes and the ramped approach are considered as part of the pre-session check.	• Agree reasonable adjustments, communication approach and supervision before participation where additional support is required. • Check that emergency arrangements are accessible to the individual. <i>Owner / timing: Session Lead / Safeguarding / Before attendance or on change</i>
Delayed or inadequate response to sports injury or sudden illness. <i>Area: First aid / emergency response</i> Initial: 12 Very High → Residual: 4 Moderate	Participants, staff, volunteers, spectators	• Qualified/trained first-aid cover, first-aid kit and telephone are available during sessions. • Staff know how to stop play, summon assistance and keep access clear for emergency services. • Accidents and significant near misses are recorded under organisational procedures.	• Confirm first-aid needs reflect likely sports injuries and participant medical needs. • Check first-aid kit and emergency communication before each session. <i>Owner / timing: H&S / First Aider / Before each session</i>

3. Playing area, access and environmental conditions

Hazard / activity	Who may be harmed	Controls to be in place	Further action / verification
Wet, slippery, uneven or contaminated astroturf; glass, dog fouling, tools, litter, stones or other debris. <i>Area: Playing surface / access</i> Initial: 12 Very High → Residual: 3 Moderate	Participants, staff, volunteers, visitors	- Visual inspection of the playing surface, access route and ramp before activity. - Contamination and removable hazards are cleared where it is safe to do so. - Unsafe areas are isolated; the session is cancelled or relocated if the surface cannot be made safe.	- Record the pre-session check and any defects requiring repair or escalation. - Communicate with other site users so tools/materials are not left within or beside the sports area. <i>Owner / timing: Session Lead / Facility / Before each session</i>
Benches, chairs, bags, equipment or other objects around the playing area cause collision or trip hazards. <i>Area: Perimeter / housekeeping</i> Initial: 9 High → Residual: 3 Moderate	Participants, leaders, spectators	- Loose items are removed to a safe distance from the active playing area. - Spectator/seating positions are kept outside the run-off area and do not obstruct access. - Equipment is returned to safe storage after use.	- Define a clear equipment/bag zone before play starts. - Request removal of larger shared-site items where they encroach on the activity area. <i>Owner / timing: Session Lead / Before and after each session</i>
Electrical sockets, external electrical equipment or damaged lighting create shock, burn, trip or fire risk. <i>Area: Electrical / lighting</i> Initial: 8 High → Residual: 4 Moderate	Participants, staff, volunteers	- Wall socket covers/closures are kept secured where provided and electrical defects are reported. - Users do not interfere with sockets, lighting or fixed electrical equipment. - Lighting is visually checked for obvious damage where relevant to the activity area.	- Confirm the condition and security of accessible sockets/covers and that any equipment used outdoors is suitable for the environment. - Isolate the affected area/equipment immediately if damage is identified. <i>Owner / timing: Facility Coordinator / Before sign-off and on defect</i>
Heat, cold, rain, ice, strong wind, poor visibility or other weather makes activity unsafe. <i>Area: Weather / thermal comfort</i> Initial: 9 High → Residual: 3 Moderate	Participants, staff, volunteers	- Session leader checks current conditions and adapts duration/intensity accordingly. - Water, rest breaks and suitable clothing/footwear expectations are promoted. - Activity is stopped, moved or cancelled in unsafe weather, surface or lighting conditions.	- Include weather and surface condition in the recorded pre-session decision. - Set clear stop/cancel criteria for ice, standing water, extreme heat, strong winds and poor visibility. <i>Owner / timing: Session Lead / Before and during outdoor activity</i>

4. Sports activity, contact and equipment

Hazard / activity	Who may be harmed	Controls to be in place	Further action / verification
Strains, sprains or other musculoskeletal injury during or after play. <i>Area: Warm-up / physical exertion</i> Initial: 9 High → Residual: 3 Moderate	Participants	- Activities are planned and structured using appropriate coaching methods. - Warm-up and cool-down are used where appropriate to the activity and intensity. - Participants are expected to wear suitable clothing and footwear.	- Match intensity and progression to age, ability, fitness and environmental conditions. - Record planned higher-intensity or structured coaching activity in session plans. <i>Owner / timing: Session Lead / Before and during session</i>
Collision, contact, falls, balls/projectiles or unsafe technique cause impact, head, eye or limb injury. <i>Area: Active play / sports-specific hazards</i> Initial: 12 Very High → Residual: 4 Moderate	Participants, staff where joining activity	- Rules, boundaries, safe spacing and stop signal are explained before play. - Activities are adapted to age, ability and group behavior; unnecessary or uncontrolled contact is prevented. - Staff position themselves to observe play and intervene where risk escalates.	- Complete an activity-specific assessment where a sport introduces materially different hazards, specialist equipment or higher levels of contact. - Stop play immediately after significant collision/head injury and follow first-aid procedures. <i>Owner / timing: Activity Lead / Before and during activity</i>
Unsafe, damaged, incorrectly set up or unstable sports equipment causes impact, crush, cut or trip injury. <i>Area: Sports equipment / setup</i> Initial: 12 Very High → Residual: 4 Moderate	Participants, staff, volunteers	- Staff receive instruction on equipment setup, use and storage. - Equipment is visually checked before use and damaged items are removed from service. - Equipment is placed so it does not obstruct run-off areas or access routes.	- Maintain a simple equipment inventory/check arrangement for frequently used items. - Where larger equipment such as goals, posts or nets is used, verify stability/anchoring and follow the manufacturer/provider instructions before use. <i>Owner / timing: Session Lead / Facility / Before each use</i>
Lifting, carrying or moving sports equipment causes strains, crush injuries or trapped fingers. <i>Area: Manual handling / setup</i> Initial: 9 High → Residual: 3 Moderate	Staff, volunteers; young people only where specifically appropriate	- Staff use suitable handling techniques and team handling where items are heavy or awkward. - Equipment is stored to reduce unnecessary lifting and is not stored unsafely overhead. - Young people do not move heavy/specialist equipment unless specifically assessed and supervised.	- Identify any routinely heavy/awkward items and complete task-specific manual-handling assessment where needed. - Verify relevant staff manual-handling training/briefing remains current. <i>Owner / timing: H&S / Session Lead / On task or equipment change</i>

5. Emergency arrangements and wider session safety

Hazard / activity	Who may be harmed	Controls to be in place	Further action / verification
Fire, smoke or another emergency requires evacuation from the outdoor sports area. <i>Area: Fire / evacuation</i> Initial: 12 Very High → Residual: 4 Moderate	Participants, staff, volunteers, spectators	- Site fire and evacuation procedures apply to outdoor sessions. - Youth staff know the escape routes, assembly arrangements and how to contact emergency services. - Previous assessment records that the fire alarm can be heard from the play area; staff consider anyone who may not hear or understand the alarm.	- Verify outdoor staff know the current fire procedure and assembly point before sign-off. - Confirm arrangements for participants with hearing, communication or mobility needs and reflect any changes from the current Fire Risk Assessment. <i>Owner / timing: Fire Responsible Person / Session Lead / Before sign-off and drills</i>
Emergency communication fails or access for assistance is obstructed. <i>Area: Communication / emergency access</i> Initial: 8 High → Residual: 3 Moderate	Everyone at the session	- A working phone/radio and first-aid arrangements are available. - Access routes are kept clear and staff know how to summon additional help. - Session leader maintains awareness of attendance and the location of participants.	- Include phone/radio and emergency access in the pre-session check. - Allocate responsibility for calling emergency services and meeting responders where needed. <i>Owner / timing: Session Lead / Before each session</i>
Session continues after conditions change or a control fails. <i>Area: Dynamic risk assessment / stop authority</i> Initial: 9 High → Residual: 3 Moderate	Participants, staff, volunteers	- Staff monitor the activity, group behavior, surface, weather and equipment throughout the session. - Any staff member may pause activity to address an immediate safety concern. - Near misses, incidents and defects are reported for review.	- Make the stop/adapt/cancel authority explicit in the staff briefing. - Review this assessment following significant incidents, changes to the area, introduction of new sports/equipment or evidence that controls are ineffective. <i>Owner / timing: All staff / Session Lead / Ongoing</i>

6. Sports session pre-session health and safety checklist

Check	Activity / control	Notes / action
☐	Appropriate staffing/supervision confirmed for the sport, expected attendance, age, needs and behavior.	
☐	Attendance and relevant emergency/medical information available to authorised staff; agreed emergency medication accessible where required.	
☐	First-aid kit and working phone/radio available; trained first-aid cover confirmed.	
☐	Astroturf/playing surface and ramp/access checked for wetness, ice, damage, dog fouling, glass, stones, tools, litter or other hazards.	
☐	Perimeter/run-off area clear of benches, chairs, bags, loose equipment and other obstructions.	
☐	Sports equipment checked for damage and safe setup; larger goals/posts/nets secure where used.	
☐	Wall sockets/covers and relevant lighting show no obvious damage; defective area/equipment isolated if necessary.	
☐	Weather/temperature/visibility considered; water, clothing/footwear and stop/cancel arrangements appropriate.	
☐	Activity rules, boundaries, stop signal, contact expectations and safe equipment use ready to brief.	
☐	Safeguarding arrangements confirmed; spectators/visitors and photography/media controls understood.	
☐	Fire/evacuation route and emergency access remain clear; any individual assisted-evacuation needs considered.	
☐	Any activity-specific assessment completed for unusual, higher-risk or materially different sports/equipment.	
☐	Previous incidents, near misses, repairs or equipment defects that could affect this session have been reviewed.	

7. Volunteer / session staff sports safety briefing

Before participants enter

- Know your role, supervision area and who is leading the activity.
- Complete or confirm the playing-surface, perimeter, equipment, weather and first-aid checks.
- Know any participant information relevant to safe participation, using only the minimum necessary information.

During the activity

- Explain boundaries, rules, safe equipment use, contact expectations and the stop signal before play.
- Remain attentive; intervene early in unsafe horseplay or escalating behavior.
- Stop or adapt the activity if the surface, weather, equipment, staffing or participant condition becomes unsafe.
- Do not leave a young person in an avoidable one-to-one situation and remain aware of spectators/visitors.

Injury or emergency

- Stop play and make the area safe before providing or summoning first aid.
- Know who the first aider/session lead is and where the first-aid kit and phone/radio are located.
- Follow the site alarm/evacuation procedure and your allocated role; do not delay evacuation to collect equipment.

End of session

- Return equipment to safe storage and report damage before it is used again.
- Record accidents, significant near misses, safeguarding concerns and maintenance defects under organisational procedures.
- Tell the session lead if anything felt unsafe or did not work as planned so controls can be reviewed.

8. Review basis, linked assessments and approval

This assessment redevelops the Sports and Games Activities (outdoor area) assessment reviewed 19 February 2026 and aligns its structure and scoring with the current Kids and Youth Club Health & Safety Risk Assessment. It must be verified against the actual playing area, current equipment, staffing arrangements and participant needs before approval.

Guidance basis used for the review

- HSE - Managing risks and risk assessment at work.
- HSE - Young people at work: risks, training and supervision.
- HSE - First aid at work and manual-handling principles.
- Welsh Government - Code of Safeguarding Practice.
- National Youth Agency - safeguarding, group management/supervision and risk-assessment guidance.

Linked assessments / documents to verify current versions

- Kids and Youth Club Health & Safety Risk Assessment
- General Risk Assessment
- Fire Risk Assessment
- First-aid needs assessment / medical and medication arrangements
- Safeguarding / behavior / lone-working procedures
- Equipment manufacturer/provider instructions and local inspection records
- Activity-specific assessments for unusual, specialist or higher-risk sports where applicable

Assessment reviewed by		Date	
Site verification completed by		Date	
Approved by		Date	
Next formal review due	31 August 2027 or sooner if required		