

IAPS Swimming Finals Risk Assessment



Event name IAPS Swimming Finals
Organiser name Emily Nunan
Event date 08 June 2024
Venue address London Aquatics Centre, Queen Elizabeth Olympic Pool

The set-up of the IAPS Swimming Competition is the responsibility of the pool operator (London Aquatics Centre), and this activity is covered by their Pool Safe Operating Procedures (PSOP).

IAPS has hired the use of the Swimming Pool from Everyone Active. The hire conditions are subject to a contract of hire. This contract specifies the terms of the hire and identifies the roles and responsibilities of both the pool operator and IAPS.

Risk rating

Likelihood of occurrence	Severity of consequences				
	Minor injuries	Significant injury	Serious injury	Major injury	Fatality
Very unlikely (has not happened before)	1	2	3	4	5
Slight (rarely occurs)	2	4	6	8	10
Feasible (possible but not common)	3	6	9	12	15
Likely (has before and will again)	4	8	12	16	20
Very likely (occurs frequently)	5	10	15	20	25

Risk rating Likelihood * severity	Minimal 1-2	Low 3-9	Medium 10-15	High 16-20	Extreme 25
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What are the hazards	Who might be harmed by the hazard?	What controls are in place already?	Risk rating	What additional controls are in place, if necessary?
Outside event hazards				

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<p>Queuing and entry into the venue:</p> <p>Entering venue before stewards are in place.</p> <p>Injuries due to falls caused by overcrowding through entrance or in upper concourse area.</p> <p>Increase risk during exit time and in an emergency.</p>	<ul style="list-style-type: none"> • Spectators • Coaches • Competitors • Staff • Volunteers 	<ul style="list-style-type: none"> • Dedicate security team and stewards in place to manage entry and exit points. • Fire exits to be kept clear. • Crowd maintenance barriers in place. • Entrance to the venue will only be granted once the venue, security team and organising team agree admission. • Admission into the venue to be managed by security team to ensure a steady flow of people. • Venue's stated spectator maximum not to be exceeded. • Volunteers placed outside the venue to manage the queue during peak hours. 	Minimal	<ul style="list-style-type: none"> • Security, IAPS and venue staff to direct spectators to fire exits in an emergency. • Venue Pool Safety Operating Procedure and Emergency Action Plan to be followed by event organiser.
Indoors event hazards				
<p>Fire exits:</p> <p>Obstructions of doorways delaying evacuation in an emergency.</p>	<ul style="list-style-type: none"> • All 	<ul style="list-style-type: none"> • Venue and organisers to check fire exits are clear inside and out. • Announcer's safety announcement before competition commences alerts everyone to number and location of fire exits. 	Low	<ul style="list-style-type: none"> • IAPS, LAC and security team to monitor exits throughout gala making sure they remain clear at all times.

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<p>Competitors/coaches/spectators slipping or falling:</p> <p>Competitors entering the upper concourse area still wet and slipping over.</p> <p>Competitors/coaches falling on stairs from seating area to/from changing rooms.</p> <p>Spectators slip and fall on wet or uneven surface.</p>	<ul style="list-style-type: none"> • Competitors • Coaches • Competitors • Spectators 	<ul style="list-style-type: none"> • Coaches to ensure competitors thoroughly dry off before leaving poolside. • Coaches and competitors to ensure they wear suitable footwear. • Coaches and competitors not to run between the upper concourse and changing rooms. • Ensure that all cables are secured and covered. Cables crossing walkway to be covered and/or taped. All equipment tested before competition commences. • Ensure equipment is stored away or kept clear of walkways. • Clear signage is any hazards are present which cannot be moved. • Cleaning up any spills. 	Low	<ul style="list-style-type: none"> • Security to monitor children in barefoot outside poolside and remind them to wear shoes.
<p>Upper concourse crowd management:</p> <p>Overcrowding of upper concourse during races.</p>	<ul style="list-style-type: none"> • Spectators 	<ul style="list-style-type: none"> • Security team to manage the spectators seating and standing to ensure venue Health and Safety processes are followed. • Announcer to remind spectators they should be seated to watch the races when not moving around the venue. 	Low	
Poolside hazards				

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<p>Competitors accessing poolside:</p> <p>Swimmers entering pool area before officials and lifeguards are in place.</p> <p>Swimmers enter or fall into water unsupervised.</p>	<ul style="list-style-type: none"> Competitors 	<ul style="list-style-type: none"> Lifeguards to be in post before the competitors are allowed into the venue and poolside. Stewards to be in place before any spectators and coaches are allowed into the venue. First aid to be in post before the competitors are allowed into the venue and poolside. 	Low	<ul style="list-style-type: none"> School staff are responsible for competitors whereabouts at all times.
<p>Hazardous and sharp items on poolside:</p> <p>Obstructions and electrical cables.</p> <p>Equipment on the floor.</p> <p>Glass bottles and sharp items.</p>	<ul style="list-style-type: none"> Competitors Officials 	<ul style="list-style-type: none"> Ensure that all cables are secured and covered. Cables crossing walkway to be covered and/or taped. All equipment tested before competition commences. Ensure equipment is stored away or kept clear of walkways. Clear signage is any hazards are present which cannot be moved. All electrical equipment should meet safety standards. If glass bottles are found they will be removed from poolside and swimmer advised plastic only in future. 	Low	

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Jewellery on swimmers.		<ul style="list-style-type: none"> School staff and officials to ensure swimmers not wearing jewellery. 		
Slips and trips on poolside and changing rooms: Slippery and wet floor. Uneven surfaces. Competitor items left on poolside.		<ul style="list-style-type: none"> Cleaning up any spills. Running not allowed on poolside. Competitors to leave items by the walls of poolside. 	Medium	<ul style="list-style-type: none"> Frequent health and safety announcements made throughout the day. Advise on correct footwear. Competitors to be informed by Officials and volunteers to leave items against the wall of poolside.
Swim racing hazards				
Risk of drowning: Competitors become unconscious. Lifeguards or helpers during rescue. Anyone on poolside.	<ul style="list-style-type: none"> Competitors 	<ul style="list-style-type: none"> Lifeguards on poolside at all times during the event. Lifeguards are adequately trained. Safety signs are on display. Competitors are not to be left unsupervised on poolside. 	Low	<ul style="list-style-type: none"> Safety announcements at the start and throughout the day. First aiders on poolside. Schools responsible for competitors' whereabouts.

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Pool steps / access winch: Winch left in pool and swimmers catch themselves. Competitors slip on stair exiting pool.	<ul style="list-style-type: none"> Competitors 	<ul style="list-style-type: none"> Venue to ensure all steps and access winches have been removed before warm-up commences. Regular inspections of the steps to ensure that there are no sharp edges or damaged steps. Lane rope set up to ensure swimmers in the lane next to the winch do not make contact. 	Low	<ul style="list-style-type: none"> Officials to check winch has been properly removed out of pool before races commence.
Diving during warm-ups & competition Risk of hitting head or hands on pool floor. Starting blocks unstable or too high causing.	<ul style="list-style-type: none"> Competitors 	<ul style="list-style-type: none"> Swimmers are advised of rules pertaining to specific venue/event, e.g. diving restrictions. Venue and officials to ensure each block checked for stability and compliance with ASA regulations before warm-up commences. Announcer appointed before gala reads safety announcements before warm-up-including pool depths and reminders of swimmer competitive start competence. Strict supervision by school staff in place to ensuring safety. 	Low	<ul style="list-style-type: none"> If blocks cannot be made stable alternative means will be created for swimmers to start the race safely. Competitors to be supervised whilst warming up by a member of school staff.
Competitor injury in the pool:	<ul style="list-style-type: none"> Competitors 	<ul style="list-style-type: none"> Venue to ensure both sets of backstroke flags are put in place at correct distance 	Low	<ul style="list-style-type: none"> Schools to remind competitors to look out for backstroke flags.

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Backstroke swimmers hitting head or hands hard on wall at turns or finishes. Swimmers catching arms on slack lane ropes.		from ends of pool and remain in place for the duration of the gala. <ul style="list-style-type: none"> Venue and officials to check ropes are correctly tensioned. 		
Safeguarding				
Under 18's leaving venue unsupervised: Risk of abduction or injury.	<ul style="list-style-type: none"> Competitors 	<ul style="list-style-type: none"> Coaches to ensure competitors do not leave venue before being collection by parents or leaving with staff member. Security and volunteers to stop and question any child seen leaving the venue without an adult. Security are located on the exit points of the venue. 	Medium	<ul style="list-style-type: none"> Schools have been notified prior to the event that they are responsible for all the children/competitors they bring to the event. Schools are responsible for letting children under 18 leave their responsibility.
Safeguarding of competitors: Unauthorised access to changing rooms.	<ul style="list-style-type: none"> Competitors Staff/volunteers Coaches 	<ul style="list-style-type: none"> All event organisers and school staff in regulated activity with children must have a clear up to date DBS check. Each school will need to assess the risk for the own sites with regards to the following: - showers and other washing facilities, seating, floors, equipment i.e. hairdryers and toilets. 	Low	<ul style="list-style-type: none"> Chaperones are vigilant for any safeguarding issues. Those in regulated activity are aware of the signs of child abuse and know the action to be taken in the event of an occurrence.

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Abusive/inappropriate behaviour towards a minor.		<ul style="list-style-type: none">• Separate changing times for girls and boys' sessions.• Disabled changing facilities available.• Male and female chaperones supervise swimmers in changing rooms.		

Signed by

A handwritten signature in black ink that reads 'Emily Nunan'.

Emily Nunan
Head of Sport and Pupil Experience
IAPS