



## Risk Assessment - Physical Education

Activity/Facility:	Physical Education Lessons	Location:	Hall, playground or field on St Mary's site
Assessment Undertaken By:	D.Farnham /Roxanne Rutter (Princilbe)(Class teachers responsible)	Date:	November 2024

What are the hazards? [Fire]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken: (Initial and date)	Residual Risk:		
			L	S	DR				L	S	DR
In the case of a fire/fire alarm.	-Pupils could be hurt or killed during a fire.	-Fire procedures already in place should be followed.	3	2	6	-Pupils should wear or carry shoes into the hall. These should be placed by the fire exit in alphabetical order. In the case of a fire pupils should line up next to their shoes. They should carry these outside until they arrive at their designated registration point. -Some fire alarms to take place during PE lessons.	Class Teachers        SLT	Annually	1	3	3



Gymnastics mats need to comply with fire regulations.	-Pupils and staff could be hurt in the case of a fire.	-before ordering mats, ensure they meet current fire regulations.	3	2	6	-Damaged mats disposed of and reported to PE Lead			3	1	3
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What are the hazards? [Risk of injury due to inappropriate/broken/faulty equipment]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken: (Initial and date)	Residual Risk:		
			L	S	DR				L	S	DR
Broken equipment is left in circulation and might be used.	Pupils and staff	-Arrangements in place for annual inspection of equipment by competent person. -Maintenance and inspection records kept. -Routine visual inspections carried out prior to use as part of pre-lesson checks by class teacher. -Damaged items removed immediately and/or labelled accordingly to ensure they are not used.	3	3	9		Class teachers Admin team Site manager		3	2	6
Inappropriate materials used or marking the field leading to injury.	Pupils and staff	-Ensure materials used for marking field is non-corrosive and non-toxic.					Site manager	Annually			



What are the hazards? [Risk of injury due to mistreatment/misuse of equipment]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken: (Initial and date)	Residual Risk:		
			L	S	DR				L	S	DR
Poor behaviour of pupils leading to injury.		-pupils to be reminded of the school rules: Ready, respectful and safe. These should be referred to during every lesson. -Unsafe behaviour should be followed up immediately according to the school's behaviour policy.	3	2	6		Class teacher		3	1	3
Injury from poorly stored equipment.	Pupils and staff	-Ensure there is sufficient space for equipment to be stored and that storage areas are kept clear and tidy with good access to high level storage and good lighting. -Ensure pupils do not enter storage areas unaccompanied by a supervising adult. -Ensure equipment is adequately secured when	3	3	9	- Ensure there is a means of preventing unauthorised access. -Regular monitoring of storage areas. -All staff to be aware that it is their responsibility to return equipment after usage. -Storage area to be used for identified purpose only.	Class teachers PE leader Site manager		3	2	6



		not in use i.e. correctly strapped.									
Incorrect manual handling of equipment leading to injury.	Pupils and staff	-Staff shown how to assemble and disassemble equipment correctly ie. wall bars. -Staff to supervise pupils when they are handling equipment. -Instruct pupils how to handle equipment safely according to their age and strength: -Pupils to be shown how to carry mats safely (at least 4 children to carry mats - one in each corner). Pupils to be shown how to carry benches safely (at least 4 children to carry benches- one in each corner. -Pupils and staff to be told to bend from the knees when carrying.	3	3	9		Class teachers  PE Leader		3	2	6
Injury due to misuse of balance ability lessons		-Children should wear bike helmets when cycling around in the lessons.	3	3	9		Class teacher  PE leader		3	1	3



		Children are to learn the safety rules before riding the bikes. Bikes should be set up at the right height for use.									
Injury caused by equipment being used for a non-intended purpose.	pupils and staff	-Ensure equipment is appropriate for the planned user (e.g. strength, size and ability). -Ensure equipment is intended for planned use (i.e. do not use benches as court markers). -Balls should only be used for their intended purpose and substitutions should not be made i.e. only dodge balls should be used for a game of dodgeball.	3	3	9		Class teacher PE Leader		3	2	6
Injury due to misuse of gymnastics mats		- Gymnastics mats should be placed at exit points only and should not be used under equipment (such as wall bars) as they would not effectively break someone's fall and could cause the user to take unsafe risks.	3	3	9		Class teacher PE leader		3	2	6



		- Do not cartwheel over mats as they can slip, leading to injury.									
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What are the hazards? [Injury during physical education lessons]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken: (Initial and date)	Residual Risk:		
			L	S	DR				L	S	DR
First aid not available leading to non-treatment of injuries	Pupils and staff	-First aider to be on site when physical education is taking place. Adequate first aid facilities readily available at all times.	3	3	9	-First aid to be recorded and parents informed following procedures in place.	Admin team  Session leader		3	1	3
Known medical conditions resulting in illness		-Staff to be aware of medical needs of class prior to the lesson. -Class medication boxes to be taken with classes to the site of PE lessons. -Teachers to plan for pupils with disabilities to be included in lessons with activities in-line with their abilities.	3	3	9		Class teacher		3	1	3



Injury due to poor or no preparation of body for physical activity		-Suitable warm ups precede each activity to minimise the risk of injury.	3	3	9		Class teacher PE Leader		3	2	6
Injury caused by obstructions in area		-Ensure the area is free from obstructions. -Ensure 'run-off' areas are considered when setting up play areas. -Walls should not be used as a boundary. ie. chasing games should not happen in the school hall. -Other pupils and spectators should stand clear of the area of play, including 'run-off' areas. -Courses should be walked prior to session to ensure they are clear from hazards and obstructions.	3	3	9	-Daily mile track used as a guide for pupils. -Lanes drawn on field used as a guide for athletics lessons.	Class teacher		3	2	6
Death or injury caused by pupils choking due to having something in mouth or around neck when taking part in physical activity.		-Pupils reminded that they should not chew food/gum during physical activity. -Pupils with sensory-support equipment such as 'chew necklaces' to remove these for PE.	3	4	12		Class teachers		3	2	6



		-Staff and pupils to remove lanyards/scarves for the teaching of PE.									
Injury caused by objects being propelled into non-designated play zones	Members of public	Ensure there is sufficient space and direction of play avoids the risk of balls being hit onto paths and roads. -School is fenced. This will prevent most equipment going beyond this boundary and pupils trying to retrieve it.	3	3	9		Class teachers		3	2	6

What are the hazards? [injury due to poor organisation]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken: (Initial and date)	Residual Risk:		
			L	S	DR				L	S	DR
Injury caused by inadequate supervision of activity.	Pupils and staff	-Adequate supervision in place taking into consideration the size of the area, pupils ability, behaviour and age.	3	3	9		Class teacher		3	2	6





Injury caused by pupils colliding due to poor organisation.	Pupils and staff	-Ensure playing area is large enough for the activity to take place safely and without overcrowding. -If more than one game is being played, ensure there is adequate space between games.	3	4	12		Class teacher		3	2	6
Injury due to being hit by something thrown.	Pupils and staff	-Ensure adequate spacing and sensible direction of play to minimise the risk of injury to pupils, spectators and members of the public when equipment is being thrown.	3	4	12	-Pupils to throw when instructed and collect when everyone has thrown and they are instructed to do so. -Pupils to throw away from other competitors.	Class teacher		3	2	6

What are the hazards? [Injury due to poor preparation of site]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken: (Initial and date)	Residual Risk:		
			L	S	DR				L	S	DR



Injury due to inadequate surface or ill-prepared surface.	Staff and pupils	<ul style="list-style-type: none"> <li>-Routine pre-lesson checks to ensure the area is inspected prior to teaching.</li> <li>-Visual sweep of larger outdoor areas undertaken to ensure removal of dangerous items for safe disposal (faeces/sharp objects).</li> <li>- Floor is checked to ensure it is not slippery.</li> <li>- Playing surface is checked to ensure it is even and in good condition (e.g. free from grit and relatively level).</li> <li>-Reporting procedures in place where problems have been identified.</li> </ul>	3	3	9		Class teacher		3	2	6
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What are the hazards? [Injury due to poor subject knowledge of leader]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken:	Residual Risk:		
			L	S	DR				L	S	DR

								(Initial and date)			
Injury caused by poor subject knowledge of deliverer.	Pupils	<p>-Staff must have sufficient training , experience and knowledge to deliver a physical education lesson.</p> <p>-Where staff members do not hold QTS, the headteacher must decide if a member of staff is competent to deliver a specific physical education lesson and a member of staff holding QTS must be available to them.</p>	3	3	9	<p>-Curriculum support resources, subject leader support, SOW available to support staff as required.</p> <p>-PE leader given time to update staff during meetings, as required.</p>	<p>Class teacher</p> <p>PE Leader</p> <p>SLT</p>		3	2	6

What are the hazards? [Injury due to inappropriate clothing]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken: (Initial and date)	Residual Risk:		
			L	S	DR				L	S	DR



Injury or illness caused by inappropriate clothing.	Pupils	<p>-Pupils are to take part in all PE, However they should be delegated a Role of leadership or referee or coach to ensure they get the understanding of the lesson.</p> <p>-Pupils to wear trainers for outdoor PE.</p> <p>-Pupils wearing footwear not suitable for running to walk the daily mile.</p> <p>-Pupils to have bare feet for dance and gymnastic lessons. If the child has a verruca, plimsolls can be worn for the comfort of the child.</p> <p>-When swimming, pupils with veruccas should wear flip-flops when poolside but there is no need to cover in the pool.</p>	3	3	9	-Parents contacted to ensure full kit is available ASAP.	Class teacher		3	2	6
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Injury caused by jewelry being worn or poorly stored during PE sessions		-Jewelry, including fit-bits, to be removed for PE lessons. -Pupils must remove own jewelry, including earrings. -Staff must not handle or store earrings.	3	2	6	Parents to be informed so that they can come to school and remove earrings if they can not do it themselves.	Class teacher		3	1	3
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What are the hazards? [anxiety caused by poor organisation]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken: (Initial and date)	Residual Risk:		
			L	S	DR				L	S	DR
Pupils' feelings of anxiety about their bodies heightened by inconsiderate changing arrangements	Pupils	-Adequate changing facilities to be organised. Year 3 and above to get changed in gender groups. -Discussions to be held with pupils who find this difficult or require individual arrangements where necessary.	3	2	6	This will be minimised now children can change from home.	Class teacher  SLT		3	1	3



What are the hazards? [injury due to extreme weather conditions]	Who might be harmed and how?	Measures already in place:	Level of Risk:			Further action required:	By when and by whom:	Additional action taken: (Initial and date)	Residual Risk:		
			L	S	DR				L	S	DR
Illness or injury caused by strong sun	Staff and pupils	-Pupils should have access to regular water breaks to take on fluid. -Pupils should wear a sun hat when outside in sunny conditions. -Pupils should be reminded to apply sun cream regularly. This can be provided by the school. Staff are able to help pupils apply, as necessary. -In extreme situations, outside PE sessions will be cancelled for the safety of all concerned.	3	3	9		Class teacher		3	2	6
Illness or injury caused by low	Staff and pupils	-Pupils should wear adequate clothing to	3	3	9	Playground to be salted when icy.	Class teacher		3	2	6



temperatures/Icy conditions		allow them to take part in the lesson. Coats, hats and gloves can be worn if necessary. -Staff should check that the surfaces are not slippery due to ice. -In extreme situations, outside PE sessions will be cancelled for the safety of all concerned					Site manager				
Injury caused by being struck by lightning	Pupils and staff	- PE sessions will be cancelled for the safety of all concerned. -The class will line up and move inside immediately in the occurrence of thunder and lightning.	3	4	12		Class teacher		3	2	6
Injury caused by high winds	Pupils and staff	-In extreme situations, outside PE sessions will be cancelled for the safety of all concerned. -Parachutes should not be used outside if there is a moderate or high wind due to the risk of	3	4	12		Class teacher		3	2	6



		pupils being pulled over or propelled upwards.									
Injury/illness Prior to lesson starting	Pupils/staff	-Children to provide appropriate note from Doctor to say they cannot take part in PE.If they do not have this then they will have to join in with P.E	3	2	6	Contact Parents if Injury/Illness deem to be bad. This is to be accepted by Head Teach and Office	ALL STAFF		3	1	3
Concussion	Pupils/Staff	-To recognize the signs of concussion. -To remove the student who is suspected concussion immediately -To Return safety to daily activity,school and ultimately PESSPA.	3	3	9	All quadance are to be followed by the AFPE Safe Practice in physical activity 2024	ALL STAFF		3	1	3

## RISK RATING TABLE

Hazards: a hazard is something that has the potential to cause harm. e.g. electricity, manual handling, slips & trips, strong acids etc.

Risk Likelihood is a measure of the hazard's potential to be realised. Risk Likelihoods (L) score 1 to 5:

1 = Very Unlikely	2 = Unlikely	3 = Fairly Likely	4 = Likely	5 = Very Likely
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Risk Severity or Consequence is a measure of the outcome should the potential be realised. Risk Severity (S) score 1 to 5:





1 = Insignificant	2 = Minor	3 = Moderate	4 = Major	5 = Catastrophic
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Degree of Risk (DR) = Likelihood x Severity	Residual Risk is the level of risk that remains after suitable control measures are introduced.
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**Table A** should be used to identify the level of risk e.g. high, medium or low. Where the score indicated in the Likelihood (L) column and the score in the Severity (S) meet identifies the level of risk. **Table B**, identifies what action (if any) is required.

Table A						Table B		
Likelihood Score:	Severity Score:						Risk Level:	Action Required:
	1	2	3	4	5		HIGH	Activity must be STOPPED. Suitable and sufficient risk control measures must be implemented before continuing the activity. Ideally alternative working practices should be used.
5	5	10	15	20	25			
4	4	8	12	16	20		MED	Activity to proceed following prescribed safe systems of work. Residual risks to be managed in a safe system and recorded as such.
3	3	6	9	12	15			
2	2	4	6	8	10		LOW	Level of risk satisfactory. Activity to proceed following prescribed safe systems of work.
1	1	2	3	4	5			