



EARING and PERSONAL EFFECTS RISK ASSESSMENT/POLICY

Next Review Date: 29 September 2027

Last Reviewed: 29 September 2026

Description	What is the Risk	Who is at Risk	Associated Hazard	Control Measures	Comments/Actions	Risk Rating (L/M/H) Likelihood Rating (1/2/3) 1 = Not very likely 2= Medium Likelihood 3 = Very Likely	Managed by	In place (Y/N)
Clothing and personal effects	Not following Guidance	ASM Staff/ Participants	Injury to Participants	Follow current afPE Safe Practice in Physical Education, School Sport and Physical Activity guidance. Clothing must allow unrestricted movement and hair should be secured. Remove jewellery, watches and other removable personal effects before activity. For piercings that cannot reasonably be removed, the activity must be adapted and the item made safe in accordance with the school's/ASM procedure. Do not rely on a liability disclaimer; the	2026 update: afPE 2008 reference removed and replaced with current afPE Safe Practice guidance. Any individual medical, cultural, religious or disability-related issue should be considered	H/3	ASM Sports Health and Safety leader/Staff/ Managing Director who will also liaise with the school	Y

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				coach remains responsible for safe organisation and supervision.	sensitively and on a case-by-case basis.			
Clothing and personal effects	Not following Guidance	Participants	Injury to Participants	Follow current afPE Safe Practice in Physical Education, School Sport and Physical Activity guidance. Clothing must allow unrestricted movement and hair should be secured. Remove jewellery, watches and other removable personal effects before activity. For piercings that cannot reasonably be removed, the activity must be adapted and the item made safe in accordance with the school's/ASM procedure. Do not rely on a liability disclaimer; the coach remains responsible for safe organisation and supervision.	2026 update: afPE 2008 reference removed and replaced with current afPE Safe Practice guidance. Any individual medical, cultural, religious or disability-related issue should be considered sensitively and on a case-by-case basis.	H/3	ASM Sports Health and Safety leader/Staff/ Managing Director who will also liaise with the school	Y
Safeguarding and child protection	Safeguarding concern, abuse, neglect, child-on-child abuse, harassment or inappropriate staff conduct	ASM staff/participants	Safeguarding concern, abuse, neglect, child-on-child abuse, harassment or inappropriate staff conduct	All ASM staff/volunteers/contractors working with children must follow ASM and the host school's safeguarding arrangements and know how to contact the DSL/deputy. Concerns must be reported without delay, including low-level concerns and concerns about staff/contractors. Staff must maintain professional boundaries, appropriate supervision and safe collection arrangements. Child-on-child abuse, discriminatory/derogatory behaviour, sexual	2026 update	M/1	ASM Sports Health and Safety Leader / Managing Director / Lead Coach in liaison with host school	Y



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				harassment/violence and serious violence are safeguarding matters and must be acted upon in line with the safeguarding procedure.				
Staff competence, safer recruitment and DBS	Inappropriate or insufficiently competent person working with children	ASM Staff/Volunteers/Contractors	Inappropriate or insufficiently competent person working with children	Staff must be appropriately trained, competent and briefed for the activity and age group. DBS eligibility/check requirements must be determined before deployment in accordance with current KCSIE 2026/DBS rules and the school's/ASM safer recruitment arrangements. Staff must complete required safeguarding and activity-specific training and understand their responsibilities. Where a role is regulated activity, required checks must be completed before the person starts that regulated work.	2026 update	M/1	ASM Sports Health and Safety Leader / Managing Director / Lead Coach in liaison with host school	Y
Medical needs, allergies, medication and SEND	Medical emergency, deterioration of condition, allergic reaction, exclusion or unsafe participation	ASM Staff/Participants	Medical emergency, deterioration of condition, allergic reaction, exclusion or unsafe participation	Obtain and use relevant medical, allergy, dietary, medication and SEND information through the school's/ASM agreed secure process. Follow individual healthcare plans and emergency medication arrangements. Staff must know how to respond to asthma, anaphylaxis, diabetes, epilepsy and other disclosed conditions relevant to the activity. Make reasonable adjustments and adapt equipment, space,	2026 update	H/1	ASM Sports Health and Safety Leader / Managing Director / Lead Coach in liaison with host school	Y

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				instructions, intensity or participation where reasonably practicable; do not impose blanket restrictions solely because a child has SEND or a disability. Carry out an individual dynamic risk assessment where needs create activity-specific risks.				
First aid, emergency response and incident reporting	Injury, illness, delayed emergency response or failure to learn from an incident	ASM Staff/Participants/Visitors	Injury, illness, delayed emergency response or failure to learn from an incident	A suitable first-aid needs assessment must be in place for the setting/activity, including consideration of children and other non-employees. A suitably trained first aider/appointed person and appropriate first-aid equipment must be available as determined by the assessment. Staff must know the emergency address/location, access route, telephone arrangements and evacuation procedure. Record accidents, near misses and safeguarding incidents through the appropriate ASM/school system; assess every incident for RIDDOR reporting and notify the school/parent/carers as required by the relevant procedure.	2026 update	H/1	ASM Sports Health and Safety Leader / Managing Director / Lead Coach in liaison with host school	Y
Information security, photography and media	Data breach, inappropriate image use or	ASM Staff/Participants	Data breach, inappropriate image use or disclosure of personal/safeguarding information	Use only approved ASM/school systems and devices for personal information and images. Collect and share the minimum information necessary. Check the applicable	2026 update	M/1	ASM Sports Health and Safety Leader / Managing	Y

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	disclosure of personal/safeguarding information			photography/media permissions and restrictions before taking or publishing images; do not use personal devices unless specifically authorised. Safeguarding information must be shared promptly where necessary to protect a child, while records remain secure and access is limited to those who need it. Follow ASM privacy/data-protection procedures and the host school's requirements.			Director / Lead Coach in liaison with host school	
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2026 Review/Update completed by: N Marren Date: 29-09-26

2026 independent/management spot check: Pending

2026 compliance basis: Health and Safety at Work etc. Act 1974; Management of Health and Safety at Work Regulations 1999; RIDDOR 2013; Health and Safety (First-Aid) Regulations 1981; PUWER 1998 where work equipment applies; Manual Handling Operations Regulations 1992 where applicable; PPE at Work Regulations 1992 (as amended) where applicable; Equality Act 2010 and reasonable-adjustment duties; Children Act 1989/section 175 Education Act 2002 and KCSIE 2026 where applicable; Working Together to Safeguard Children 2026; Data Protection Act 2018, UK GDPR and Data (Use and Access) Act 2025; and afPE Safe Practice in Physical Education, School Sport and Physical Activity (2024 edition/current online guidance). Local school/site safeguarding, emergency, medical, fire and premises procedures also apply. This generic assessment must be supplemented by a site-specific dynamic risk assessment before delivery.

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