**Track & Field Competition Risk Assessment – Example**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Event Name |  | Event Date |  | Expected Attendance |  |
| Assessor |  | Event Venue |  | Date of RA |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **What are the hazards?** | **Who might be harmed and how?** | **What are you already doing?** | **Risk Rating** | **What else can you do to control the risk?** | **Resultant Risk Rating** | **Who is responsible for actioning?** |
| A hazard is a specific thing that could cause harm. This ranges from vehicle collisions in the car park to collisions between runners to a fire in the registration building. Hazards will have different levels of likelihood and severity. | Consider who could be affected by a hazard and what could happen to them. This could be general (all runners) or specific (the Starter), and consequences could vary from bruises and strains to major injuries or fatality in worst case scenarios. | Are any controls already in place at the event venue? If your event requires a complete build, this column may be fairly empty, but even measures like reduced-speed signage in the local area could be an existing control |  | What else can you do to reduce risk?1. Can the hazard be eliminated? Is the piece of equipment, for example, essential?
2. Can you substitute a risky piece of equipment for another with less risk?
3. Can you isolate the risky area (eg. fence off the area to spectators)?
4. Is there any signage in place to warn of the hazard?
 |  | Many actions will be down to you as the event organiser, but will others in your team be able to help? Use the person’s role/title (eg. project manager, health and safety officer) to allocate duties |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |