

Safeguarding Risk Assessment	
Completed By:	J Chappill
Activity Details	Track running at Quibell park
Activity / Event	Running
Venue Details	Quibell park is an athletics stadium on the edge of Scunthorpe. The inner circle is fully fenced and gated.
Activity / Event Lead	Session lead coach
Activity / Event Support	Second coach
Designated Safe Guard Lead	Session lead coach / welfare officer

Safe Guarding Risk assesment						
Area of concern / risk	Who	Current Risk level	Actions	Responsibility	Change to Risk level	Review
		(L - M - H)			(L - M - H)	
Facilities						
Toilets (activity access, public access)	Participants / guardians	L	Where possible ensure that youth athletes are accompanied by a guardian or coach. If using a coach then this should only be the assist coach and ensure that the correct supervision is still available for the remaining runners. Children will go in pairs whether supervised or not.	Coach	L	
Changing areas (activity access, public access)	NA		The changing room are locked and only opened as and when required.			

Site boundaries (eg public access, roads, location of facilities, drop-off / collection point and access to activity location)	Participants / guardians / members of the public	M	The outer boundary is accesable to members of the public. The inner perimetre is fenced and access is restricted to only those attending the sessions. The public have no right of access. The entrance road has a speed limit and several speed restrictions. Drop off area is 80 mtrs from registration. Guardians are instructed to "bring youth athletes to registration and collect them from there. The coaches must ensure that the coach to athlete ratio is always adhered to. These are set by BTF. If the parent / guardian has left the facility and is going to be late returning they must inform the coach. The coaches will remain supervising the child until they are collected	Coaches	L	
Sharing facilities with members of the public	NA		Private hire			
Photography and filming	Participants / guardians	L	Photographys or videos are only permitted if permission is sort and given by a member of the coaching team. If in doubt consult with the Welfare officer.	Coaches	L	
Missing or found participants	Participants	L	Ensure the inner gate is secured at start of each session? Ensure you h.ve a list of contact details. The policy and proceedure to be attached to the webiste and also the coaching hub. Contact the welfare officer at the first oportunity.	Coaches	L	
Staff and volunteers						
Supervision ratios	Participants	L	Number of participants is restricted to the ratio levels of the coaches on the rota which is drawn up around the guidelines outlined by BTF. The entry system should also be set to reflect the ratios.	Head coach	L	
Untrained or unqualified people in role	Participants	L	All coaches must prove qualification and a copy will be retained by the club	Head coach	L	
Recruitment , training and developmentof staff / volunteers	Participants	L	All coaches must be DBS checked and proof provided and a record retained by the club	Head coach	L	
Behavioral problems	Participants / guardians	M	All members are issued with the code of conduct document. A note added to the weekly email with a link to the policy and posted on the notice board at the venue.	Membership sec	L	

Unauthorised photography & recording activities	Participants / guardians	M	All members issued with photography policy. Should a member have a concern then please refer to the website page and or contact the welfare officer.	Coaches	L	
Consent						
Parents / guardian / participants briefed on activity and have given informed written consent to do activity	Participants	M	As part of the enrollment in the session the participants tick to say they are fit and well. Coaches ask at the start of a session if anyone has any injuries.	Coaching Sec / Coaches	L	
Consent for photography / videography	Participants / guardians	M	As part of the membership document members tick to agree to being filmed. Coaches asking prior to photographing / videoing if anyone has objections	Membership sec / coaches	L	
Communication and social media						
Communication consent	Participants / guardians	M	As part of the membership document members tick to agree to communications	Membership sec / coaches	L	
Unauthorised photography & recording activities	Participants / guardians	M	All members issued with photography policy.	Coaches	L	
Lack of aware of "risk or harm" with members and visitors	Participants / guardians	L	All sessions are RA by the individual coach and a brief given prior to the session. A reminder of how to report concerns is added to the club Welfare page. The club Welfare officer will be in regular attendance at the sessions.	Coaches	L	
Inappropriate use of social media and communications with children or adults	Participants / guardians	M	Social media pages are monitored and controlled by committee with admin rights. Any inappropriate posts will be removed / as per the club social media policy. Coaches not to communicate with U18s on a 1-2-1 basis, parents must be included.	Admin	L	
Medical						
Emergency contact numbers for participants	Participants / guardians	L	Coaches all have access to emergency contact details	Coaches	L	
Children or adults may have existing medical conditions or injuries which could be exacerbated by activity	Participants / coaches	L	Coaches all have access to medical condition records	Coaches	L	

Medical emergency accident plan	Participants / guardians / coaches	L	All coaches are fully trained in basic first aid and are aware of the facility procedure. If deemed necessary then the coach will contact 999.	Coaches	L	
Concerns about the welfare of a child or adult						
Abuse or harm not being recognised	Participants / guardians / coaches	M	Instructions posted as to what to look for and how to report. See above on how to report concerns and how to contact the welfare officer. The welfare officer is BTF trained.	All	L	
Harm caused by Child on child coach, leader or activator on child volunteer to child member to child visitor to child	Participants / guardians / coaches	M	Issue and post code of conduct. Issue report procedure Issue code of conduct	All	L	
General behaviour issues issues of bullying - vetting of staff / volunteers issues of online safety	Participants / guardians / coaches	M	All coaches are vetted via the DBS. Monitor online posts. See above on reporting concerns. A poster of the rules relating to general behaviour is posted on the notice board. All new members should be made aware of it.	All	L	
Reporting concerns						
Participants are unaware of the means by which concerns about the welfare of a child or adult can be raised	Participants / guardians / coaches	M	Ensure posters are in place Process highlighted on website. The website to be kept up to date with the latest materials including the report procedure. The welfare office email address and photo will also be posted on the website.	Head coach / coaching sec / welfare officer	L	
Concerns or complaints not being dealt with seriously	Participants / guardians / coaches	M	Ensure everyone is aware of the escalation policy	Welfare officer	L	
Lack of knowledge of organisational and statutory reporting procedures	Participants / guardians / coaches	M	Ensure everyone is aware of the resources available to them	Welfare officer	L	
Concerns or complaints of abuse or harm not reported	Participants / guardians / coaches	M	Ensure everyone is aware of the resources available to them	Welfare officer	L	

Safeguarding risk assesment

Checked by

Jeff Chappill Welfare Officer for LincsQuad 20/01/2026