

## Safeguarding Risk Assessment for Competitions

**Event:**

**Date:**

Potential risk areas	Risks identified/comments (Note any potential associated risks, activity or behaviour)	Risk rating	Who might be harmed?	How will the risk be managed?	Action by whom	Action by when	Complete
<p><b>Taking and Sharing Responsibility:</b></p> <p>1. Has the show organising committee identified and agreed safeguarding requirements for the event?</p> <p>2. Who at your event has lead responsibility for safeguarding?</p> <ul style="list-style-type: none"> <li>• How is this being communicated out to competitors/spectators/volunteers/staff</li> </ul> <p><b>Recruitment, employment and deployment of staff and volunteers:</b></p> <p>1. Have you undertaken criminal record checks for roles in regulated activity with children?</p> <p>2. Have you discussed your Event Safeguarding Plan with the following at your competition?</p> <ul style="list-style-type: none"> <li>• First Aid</li> <li>• Photographers</li> </ul> <p><b>Pre-event Safeguarding Risk Assessments:</b></p> <p>1. Have you carried out a Pre-event Safeguarding Risk Assessment of;</p> <ul style="list-style-type: none"> <li>• the venue and opportunities for unsupervised one to one contact</li> <li>• Is the show taking place at a venue where there is open access to the general public or is part of a larger event?</li> </ul>							

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<p>2. If you are running an U18 Championship event over a number of days, your event may require additional security as follows;</p> <ul style="list-style-type: none"> <li>• Providing all event staff with identification that includes their photograph (where practical)</li> <li>• Ensuring only vetted personnel will have access to areas where riders are unsupervised</li> <li>• Where overnight stays are required, competitors and their parent and or responsible adults to be issued with wrist bands. Show organiser to operate a 'check and challenge' around showground.</li> </ul> <p><b>Registration and Record Keeping</b></p> <ul style="list-style-type: none"> <li>• Have you made it clear that U18's must be accompanied by a parent or adult whilst on the showground?</li> </ul> <p><b>Young People with additional vulnerabilities</b></p> <ul style="list-style-type: none"> <li>• Do you have any deaf, disabled or young people with additional vulnerabilities competing at your event? Have you discussed any changes you need to make to help them to stay safe at your event?</li> </ul>							

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<b>Missing Children</b> <ul style="list-style-type: none"> <li>Do you have a flowchart outlining procedures to follow in the event of a child or young person going missing at your event?</li> </ul>							
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<b>Responding to Concerns</b> <ul style="list-style-type: none"> <li>Have you discussed how safeguarding concerns can be raised at your event and where do you publicise this?</li> <li>Does everyone working at the event (staff and volunteers) know who to report concerns to?</li> <li>Do you have the contact details for your local Police Force, Local Children's Social Care, Member Body Safeguarding Lead Officer, NSPCC 24 Hour Helpline available?</li> <li>Do you have an incident reporting form to record any concerns?</li> </ul>							

## Risk rating matrix

### Total risk rating

<input type="checkbox"/>	Minor impact	Moderate impact	Serious impact	Severe impact
Very likely	Medium risk	Medium risk	High risk	High risk
Fairly likely	Medium risk	Medium risk	High risk	High risk
Fairly unlikely	Low risk	Low risk	Medium risk	Medium risk
Very unlikely	Low risk	Low risk	Low risk	Medium risk

Risk level	Total No.
High risk	
Medium risk	
Low risk	

#### Declaration:

The information above has been considered and we are/are not satisfied that it is safe to allow the event to commence/continue.

<b>Signed:</b> Event Safeguarding Lead	
<b>Print name:</b>	<b>Date:</b>
<b>Signed:</b>	
<b>Print name:</b>	<b>Date:</b>