



BIGGLESWADE ATHLETIC CLUB

Affiliated to: England Athletics; Association of Running Clubs; SEAA; and Bedfordshire AAA. Community Amateur Sports Club (CASC) Ref no. CH10577



President: Alistair Burt MP

Sandy Athletics Track Risk Assessment

All athletes, coaches, officials, volunteers, meeting organisers, spectators and other users of Sandy Athletics Track are to abide by the Sandy Athletics Track Health and Safety Policy, and follow the instructions of the coaches, officials and/or meeting organisers.

In order to discharge the duty of care to provide a safe environment for training and competitions of track and field events at Sandy Athletics Track, it is necessary to:

- Identify hazards.
- Assess the associated risks.
- Take action to eliminate the hazard or failing this, take action to either eliminate the risks or reduce them, to an acceptable level.

Risks are assessed in terms of:

- Low – No or minimal risk of injury.
- Medium – Some of risk of injury.
- High – High risk of injury.

Only where risks have been assessed as low, should training and competitions be allowed to take place. Where control measures are adequate and implemented then risks are categorised as low.

This risk assessment is broken down into the below disciplines that take place on Sandy Athletics Track:

- Running Track
- Hurdles
- Steeplechase
- High Jump
- Polevault
- Long and Triple Jump
- Discus
- Hammer
- Shot Putt
- Javelin.



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Running Track

Hazard	Who/How affected?	Control Measures
Loose track surface & loose kerbs.	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – injuries from slips and trips.	<ol style="list-style-type: none"> 1. Ensure athletes wear adequate footwear and kerb railings are fixed correctly in place. 2. Ensure athletes are aware of deposits of loose tartan from the track that may lead to slips and trips. <p>Control measure responsibilities:</p> <ol style="list-style-type: none"> 1. Report to the Biggleswade AC Track Manager. 2. Biggleswade AC Track Manager to inspect area of track being used.
Starting Blocks	Athletes – injuries from slipping/tripping due to incorrect positioning of blocks, or worn/poorly maintained blocks.	<ol style="list-style-type: none"> 1. Ensure starting blocks are firmly secured onto the track or other area. 2. Ensure adequate maintenance and regular inspection, with blocks inspected by a coach/athlete before use. <p>Control measure responsibilities</p> <p>1 & 2. Athletes and Coaches.</p>
Starting Blocks	Athletes – injuries due to collision with other athletes encroaching into other lanes.	<ol style="list-style-type: none"> 1. Ensure starting blocks are correctly positioned in each lane and firmly secured onto the track. <p>Control measure responsibilities:</p> <p>1. Athletes and Coaches.</p>
Stray Hurdles	Athletes – injuries from collision.	<ol style="list-style-type: none"> 1. Ensure all hurdles are removed from the track after training. <p>Control measure responsibilities:</p> <p>1. Athletes and Coaches.</p>
Lighting	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track	<p>Control measure responsibilities:</p> <ol style="list-style-type: none"> 1. Lights are turned on for training sessions or competitions that go on into the evenings / reduce light conditions. 2. Report any broken lights to the Biggleswade Track Manager.
Weather Conditions e.g. icy track or heat.	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – slip, trip and fall on icy or wet surfaces. Athletes – suffer from heat exhaustion or hypothermia.	<p>Control measure responsibilities:</p> <ol style="list-style-type: none"> 1. Coaches and/or officials decide if the track is safe to use for training and competitions. Officials will have the ultimate say regarding competitions. 2. Athletes wear the correct clothes and take on fluids etc. as required. Athletes should be aware of the symptoms of excessive cold or heat.



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Warm up and cool down.	Athletes – reduction of injuries.	Control measure responsibilities: All athletes are to warm up and cool down at every training session/competition.
Sports injuries	Athletes.	1. Any injuries sustained to be reported to coaches. Control measure responsibilities: 1. Athletes and/or coaches to assist injured athlete, and obtain any articles that assist the injured athlete.

Hurdles

Hazard	Who/How affected?	Control Measures
Athletes, coaches and officials	Athletes, coaches and officials – cuts and strains from collisions with other persons.	1. Athletes, coaches and officials should observe local lane discipline.
Hurdles	Athletes – injury from colliding with hurdles.	1. Hurdles should be used in the correct direction and in the appropriate manner. 2. Where competition hurdles are used the mechanisms for fixing the hurdles(a) at the required height (b) positioning the counter balance weight. Equipment should be fit for the purpose. Damaged hurdles should be replaced and reported to the Biggleswade AC Track Manager. Control measure responsibilities: 1 & 2. Athletes, coaches and officials.



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Steeplechase

Hazard	Who/How affected?	Control Measures
Water Jump	Athletes	<p>The water jump must not be used in training if empty.</p> <ol style="list-style-type: none">1. Steeplechase and water jump to be used in daylight only.2. Water jump to be cleaned of algae and filled with water pre-competition. <p>Control measure responsibilities:</p> <p>1 & 2. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track.</p>
Barriers (Portable)	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track.	<ol style="list-style-type: none">1. Check barrier top rail for secure fixings and that surfaces are not damaged so as to cause injury and check uprights of barrier in floor bases for secure fixing. Faults reported to Biggleswade AC Track Manager.2. Minimum of two persons required to move the portable units. This applies to competitions when the barriers need to be moved at particular points in specific races.3. Barriers to be set to correct height at competitions for men and women. <p>Control measure responsibilities:</p> <p>1, 2 & 3. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track.</p>



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High Jump

Hazard	Who/How affected?	Control Measures
Track (Run Up)	Athletes	<ol style="list-style-type: none"> 1. Ensure athletes wear adequate footwear. 2. If kerbing is removed then it should be stored in a safe place and replaced after training / competition. <p>Control measure responsibilities: 1 & 2. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>
Event	Athletes – injury from incorrect technique, inadequate warm up, or collision with other athletes.	<ol style="list-style-type: none"> 1. Ensure athletes under take adequate warm up /are taught correct technique by coaches. 2. Ensure athletes jump in turn. 3. Ensure that athlete does not wear jewellery or other objects which might cause injury. <p>Control measure responsibilities: 1, 2 & 3. Athletes and coaches.</p>
High Jump Cover	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – injury through moving the high jump metal cover.	<ol style="list-style-type: none"> 1. Minimum of three individuals required to move the metal cover on and off at all times. <p>Control measure responsibilities: 1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>
Beds and stands.	Athletes – injury from bed cover or stands / bar.	<ol style="list-style-type: none"> 1. The high jump bed should be free of holes and covered by a cover. 2. The stands and bar should be in good order as required by the official. <p>Control measure responsibilities: 1 & 2. Officials.</p>



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Pole Vault

Hazard	Who/How affected?	Control Measures
Swings on pole	Athletes – injury caused by falling.	1. Coaches to teach correct technique. Control measure responsibilities: 1. Coaches.
Runs with pole	Athletes – injury caused from falls from slipping, tripping or collisions.	1. Ensure track is free from holes, is swept regularly and is free from any debris. Any faults to be reported to the Biggleswade AC Track Manager. Control measure responsibilities: 1. Coaches and Biggleswade AC Track Manager.
Vaults on mats	Athletes – injury caused by bottoming, mats too small, pole slipping or athlete slipping.	1. Ensure mats are thick and large enough for the size and ability of the athlete. 2. Ensure the pole cannot slip, when planting the pole in the box at takeoff. Control measure responsibilities: 1 & 2. Coaches, officials, volunteers and other users of Sandy Athletics Track
Poles	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – injury from damage to poles, falling poles or storage of poles.	1. Ensure poles are fit for the purpose. Defective poles to be thrown out by Biggleswade AC Track Manager. Control measure responsibilities: 1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track
Vaulting	Athletes – injury from falls or collisions.	1. Coaches to teach correct technique. E.g. correct pole (weight and length) for ability. Control measure responsibilities: 1. Coaches.
Landing area	Athletes – injury as a result of an inadequate or poorly maintained landing area.	1. Ensure that the landing area is safe for use e.g. free from tears or holes and landing area sections are fastened together correctly. Control measure responsibilities: 1. Coaches and Biggleswade AC Track Manager.
Elastic bar	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – injury from falling stands or inefficient elastic.	1. Ensure that stands are very firmly secured, the elastic bar is not placed at too high a height for the athlete's ability and the bar is sufficiently flexible. 2. For Competitions ensure the uprights are padded and winders are in place. Control measure responsibilities: 1 & 2. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track



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Long/Triple Jump

Hazard	Who/How affected?	Control Measures
Training	Athletes – injury due to lack of knowledge.	1. Athletes are taught the correct techniques. Control measure responsibilities: 1. Coaches
Runway	Athletes – injury from slipping, tripping due to worn / slippy / damaged surface.	1.Examine the runway to ensure no worn or damaged areas and the runway is not slippy. If you find a fault report to the Biggleswade AC Track Manager Control measure responsibilities: 1. Coaches and Biggleswade AC Track Manager.
Take off boards and blanking boards	Athletes – injury due to unstable, ill-fitting take off / blanking boards. Slipping off top of no jump indicator blanking boards. Coaches, officials, volunteers and other users of Sandy Athletics Track – injury from back strain and hand due to lifting ill-fitting, tight fitting insert boards and blanking boards. Use of incorrect lifting implements.	1.Ensurethat take-off board, no jump indicator insert board, and no jump indicator insert blanking boards are made of wood or wood composite, soft enough so as to absorb the impact of spikes. 2.Ensure that insert boards and blanking boards are capable of being adjusted so as to be stable and level with runway. 3.Ensurethat plasticine insert boards and plasticine insert blanking boards fit adequately without being too difficult to remove. Ensuring that board lifting implements are available and suitable for the purpose of lifting the boards. Control measure responsibilities: 1,2&3. Coaches, officials, volunteers and other users of Sandy Athletics Track All faults to be reported to the Biggleswade AC Track Manager.
Landing area	Athletes – injury due to compacted sand and extraneous material. Collision with edge of landing area.	1.Check that landing area is free of dangerous extraneous material land dug over. 2.Edge of sandpits conform with UK athletics guidelines. 3.Ensure that rakes and brushes used for levelling and cleaning are kept away from landing area and that prongs of rakes face the ground. 4.Tarpaulin covers to be replaced after each use. Control measure responsibilities: 1,3&4 Coaches, officials, volunteers and other users of Sandy Athletics Track



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Discus

Hazard	Who/How affected?	Control Measures
Sector	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – collision with implement or tripping due to poor condition of infield. Safety sector not established.	<ol style="list-style-type: none"> 1. For competitions the central throwing area safety sector must be roped off in accordance with current UKA rules. 2. All divets are replaced after throws. 3. Ensure that all non-associated persons are not within or in the vicinity of the safety sector before throws commence. 4. For competitions a horn is sounded to ensure the throwing area is clear. 5. No throwing after dusk. <p>Control measure responsibilities: 1,2,3,4&5. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>
Cage	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – discus escaping due to badly maintained or poorly designed cage.	<ol style="list-style-type: none"> 1. Ensure that cage is constructed and erected in accordance with UKA specifications. 2. Netting should be secured or ballasted at ground level as appropriate. 3. Make sure that netting hangs vertically from gallows arms and is not tied to the uprights, particularly at the mouth. <p>Control measure responsibilities: 1,2 & 3. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>
Circle	Athletes – slipping due to wet, gritty surface. Injury due to damaged metal rim of circle.	<ol style="list-style-type: none"> 1. Make sure the circle surface is in good order, is not cracked or breaking up and that the rim of the circle is not damaged. If faults are evident report to the Biggleswade AC Track Manager. <p>Control measure responsibilities: 1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>
Implements	Athletes – hand injury due to damaged discus.	<ol style="list-style-type: none"> 1. Ensure that surface including metal rim of the discus is not damaged in such a way as to cause injury. <p>Control measure responsibilities: 1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>
Training	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – to avoid injury during throwing.	<ol style="list-style-type: none"> 1. All throws shall only take place from the circle and within the cage. 2. For competition and training the discus netting must be in a down position and pegged.



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		<p>3. Throws must not commence unless the supervisor signals it is safe to begin. It should be borne in mind that the sounding of the warning horn or agreed signal is to warn those in or adjacent to the sector of an impending throw.</p> <p>Control measure responsibilities:</p> <p>1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>
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Hammer

Hazard	Who/How affected?	Control Measures
Sector	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – collision with implement or tripping due to poor condition of infield. Safety sector not established.	<p>1. For competitions the central throwing area safety sector must be roped off in accordance with current UKA rules.</p> <p>2. All divets are replaced after throws.</p> <p>3. Ensure that all non-associated persons are not within or in the vicinity of the safety sector before throws commence.</p> <p>4. For competitions a horn is sounded to ensure the throwing area is clear.</p> <p>5. No throwing after dusk.</p> <p>Control measure responsibilities:</p> <p>1,2,3,4&5. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>
Cage	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – hammer escaping due to badly maintained or poorly designed cage.	<p>1. Ensure that cage is constructed and erected in accordance with UKA specifications.</p> <p>2. Netting should be secured or ballasted at ground level as appropriate.</p> <p>3. Make sure that netting hangs vertically from gallows arms and is not tied to the uprights, particularly at the mouth.</p> <p>Control measure responsibilities:</p> <p>1,2 & 3. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>
Circle	Athletes – slipping due to wet, gritty surface. Injury due to damaged metal rim of circle.	<p>1. Make sure the circle surface is in good order, is not cracked or breaking up and that the rim of the circle is not damaged. If faults are evident report to the Biggleswade AC Track Manager.</p> <p>Control measure responsibilities:</p> <p>2. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track</p>



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Implements	Athletes – hand injury due to damaged hammer.	1. Ensure that the hammers are in good condition and wire chain securely attached. Control measure responsibilities: 1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track
Training	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – to avoid injury during throwing.	1.All throws shall only take place from the circle and within the cage. 2.For competition and training the discuss netting must be in a down position and pegged. 3. Throws must not commence unless the supervisor signals it is safe to begin. It should be borne in mind that the sounding of the warning horn or agreed signal is to warn those in or adjacent to the sector of an impending throw. Control measure responsibilities: 1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track

Shot Put

Hazard	Who/How affected?	Control Measures
Circle	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – slipping due to wet, gritty surface. Injury due to damaged metal rim of circle, damaged or loose stop board.	1.Ensurethat drainage holes are kept clear, that the circle is free of dirt, grit and any standing water, that the metal rim has no protrusion or shards of metal and that stop board is not damaged and /or infirm and unstable. All defects are to be reported to the Biggleswade AC Track Manager. Control measure responsibilities: 1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track
Sector	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – tripping due to uneven surface.	1.Fill in holes in shot area after each training session. 2.The safety sector or central throwing area must be roped off in accordance with UKA rules. Control measure responsibilities 1 &2. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track
Implements	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – hand injury due to damaged surface of shot.	1.All implements used for training must be checked before use. 2.All implements used for competition must be checked. Control measure responsibilities: 1 &2. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track



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Javelin

Hazard	Who/How affected?	Control Measures
Runway	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – slipping, tripping due to wet, worn or damaged surface.	1. Examine surface to ensure no worn or damaged or slippery surfaces. Report faults to the Biggleswade AC Track Manager. Control measure responsibilities: 1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track
Sector	Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track – tripping, slipping due to uneven, wet surface.	1. The central throwing area, or other designated throwing area, must be roped off in accordance with current UKA rules. Control measure responsibilities: 1. Coaches, officials, volunteers and other users of Sandy Athletics Track
Implements	Athletes – loose or damaged grip causing injury. Coaches, officials, volunteers and other users of Sandy Athletics Track – impact injury caused by abnormal flight characteristics of bent / borrowed javelin.	1. Implements must be checked before commencement of any throwing to ensure they are serviceable, particularly the grip and profile. Control measure responsibilities: 1. Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track
Training	Athletes, coaches, volunteers and other users of Sandy Athletics Track – injury from slipping on wet or gritty surface. Impact injury from javelin.	1. All throws must be from the runway and only in the direction of the sector. Javelins are to be returned after throwing by carrying vertically and not by throwing. 2. When approaching a thrown javelin to mark the point of landing, or retrieve it, coaches or other appointed persons should approach the javelin from the side and not move in towards the pointed tail end of the javelin. 3. During competition, the warning horn or agreed signal is to be given to warn that a throw is due to commence, especially for the athletes or coaches within or in proximity of the safety sector and only when the athlete is on the runway. Throws must not commence unless the official signals it is safe to begin. 4. No athlete should throw a javelin past dusk. Control measure responsibilities: 1, 2, 3&4 Athletes, coaches, officials, volunteers and other users of Sandy Athletics Track.