

Track & Field Competition Risk Assessment – Example

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

Every event is different and will contend with its own hazards and risks. Hazards to consider whilst carrying out a risk assessment may include, but are not limited to:

- Safe movement of people and vehicles: collisions within the car park, collisions on the track, congested areas or queues (eg. at declarations), etc.
- Facility Preparation: track surface and line-markings, condition and quality of field event equipment, access to areas in case of emergency
- Competing dangers: dehydration or exhaustion, sporting injuries, underlying health issues
- Manual handling: movement of equipment both during the event and whilst setting up/clearing up
- Slips and trips: uneven ground, wet/muddy conditions
- Equipment hazards: implements, cones, tape, hurdles, barriers, wires, etc. could all serve as trip hazards
- Fire risks: potential causes, indoor areas, evacuation routes
- Electrical equipment: from PA or timing systems to portable devices
- Weather conditions: rain/flooding, snow, ice, strong winds, lightning, low temperatures, high temperatures, strong sun
- Event-delivery equipment: marquees/gazebos, finish gantry (some equipment provided by a contractor/external company may come with its own risk assessment – check with the supplier)

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?
Overcrowding of facility carpark	Athletes, spectators, event staff, volunteers, officials, members of the public using the car park Collisions with vehicles can cause, often severe, injuries to people involved, and damage to vehicles, property and equipment	Additional car parking spaces secured for the event in addition to the usual facility car park. Clearly outline parking arrangements in pre-event information	M	Event marshalls in hi-viz to control entry to the car park and direct cars to overflow once main facility car park is full.	L	Event Manager

Event build & breakdown	Event staff / contractors / officials	Build required will be carried out by experienced & fully briefed staff & volunteers. External contractors will provide evidence of PLI, hygiene rating & their own risk assessment	L	Carry out briefings to staff & volunteers stating conditions that need to be adhered to	L	Event / Production Manager
Event Emergencies	All attendees	Evacuation procedure in place from stadium staff. A copy of this is held by the staff and will be available during competition. In event of an emergency, stadium staff will lead the evac procedure	L	All event staff to familiarise themselves with the evac plan	L	All event staff
Spectators / members of public entering competition area	All attendees	Members of the public are segregated from the competition area by physical barriers. PA system used to keep people informed of event progress and ceremonies. Access to competition area controlled using an accreditation system	L		L	Event Manager
Burns / scalds / food poisoning	All attendees	All caterers will provide their hygiene rating. All refreshments will be provided fresh and refrigerated as appropriate. Signage to warn officials of burn risk in officials room (urn)	L		L	Event Manager
Collision of athletes due to	Athletes / officials	External 3G pitch designated as a warm-up area for athletes.	M	Hurdles to be available in the warmup area for technical events	L	Event Manager

congestion when warming up		Warming up (unless for specific field events) on the track will not be permitted unless prior notice is given to the relevant athletes and officials		Hurdlers will be permitted to perform warm up drills and run throughs on the track prior to going into call room to ensure that the appropriate spacings can be used.		
Track Events	Competitors at risk of injury and spiking by other competitors	All competitors given information prior to the event. First Aiders on site at all times during the competition and have access to local emergency services if required. Advice given on suitable footwear depending on conditions. Starter controls the start and umpires check throughout the race for any deliberate infringements. Facility staff with first aid qualifications are available in addition to St. John's Ambulance.	M	Athletes to be reminded of codes of conduct during the races where appropriate by officials prior to the start	L	Officials
	Hurdles – jumping over various heights (max. distance 400m) – athletes catch hurdle during race/warm up and injure themselves	Hurdles to be set to correct height for athlete and correctly weighted for their age group - set out by stadium staff under instruction from qualified officials. Track inspected by official before competition commences. Appropriate footwear must be worn by all competitors.	M	Coaches must oversee use of hurdles in the warmup area	M	Event Manager

Field Events	Competitors in the High Jump	All apparatus to be checked prior to competition by stadium staff and officials Officials to check landing area before, during and after event Officials always in attendance whilst athletes are present in the area, including during warm-up	M		L	Lead official
	Competitors in the Long & triple Jump	Area checked before any jumps take place – sand depth checked and cleanliness of sand. Pit covered when not in use outside of competition. Runway checked for algae/debris before event. Take-off boards checked for good condition before event. Rubber mats are in place to protect from landing on concrete surrounding the pit. Sand raked after each jump by qualified official, or volunteer under supervision. Suitable footwear worn.		Ensure that area is free from any debris before starting event. Physical mark to be displayed for U15 TJ run up maximum distance.		Lead official
	Competitors in the Pole Vault	Uprights in use will be protected and checked before the competition. Thick matting in landing area and extra matting surrounding this in case of landing out of area.	M		M	Lead official

		Qualified officials to ensure that equipment in use is suitable for athletes.				
	Officials at throws events	Officials on throws events will stand clear of expected throwing area. A horn will be sounded to inform people that a throw is about to take place. Responsibility of officials to ensure that they and competitors are away from the throwing area. Measurements only taken once implement has landed.	M		M	Lead official
Use of External Throws Cage – space limitations	Athletes, officials and spectators due to overcrowding	A separate entrance to the area will be designated for spectators. Spectators will only be permitted on the raised shot sector to ensure they do not distract throwers in the circle. Athlete seating will be placed away from the spectator area to discourage encroaching on the competition area.	M	Crowd Barriers (supplied by stadium) to be used to direct spectators to the correct area.	M	Throws Lead
Adverse Weather conditions (high winds)	Athletes, spectators, event staff, volunteers, officials, members of the public High winds could affect temporary structures, potentially leading to damage to equipment or injury to those standing nearby	The manufacturer’s guidance for each of the temporary structures to be used at the event provide maximum safe windspeeds for that piece of equipment. No equipment shall be used if the windspeed on the day exceeds that maximum.	M	Wind speeds shall be monitored throughout the day, and equipment taken down if speeds approach the maximum safely allowed.	M	Event Manager

<p>Adverse Weather conditions (heavy rain)</p>	<p>Athletes, spectators, event staff, volunteers, officials, members of the public. Heavy rain can lead to difficult conditions underfoot or, in extreme cases, flooding. Wet conditions increase the risk of slips and trips, as well as to lapses of concentration or discomfort due to being outdoors in wet weather, or even the risk of frostbite or hypothermia in serious cases</p>	<p>The facility can provide some shelter in case of extreme precipitation (eg. hail). Should parts of the competition area be flooded due to rain in advance of the day, alternative areas may be used for throws; the opposite straight may be used for sprints; and standing long jump may replace long jump. Should rain be forecast, preevent information will remind participants to bring suitable footwear and a change of clothes</p>	<p>L</p>	<p>Any areas of concern shall be highlighted to athletes and team managers at the beginning of the day and the safest spaces used. If practical and required, the possibility of moving the event indoors will be investigated. If the event cannot be delivered safely due to the extent of the rain, the event shall be rescheduled or cancelled.</p>	<p>L</p>	<p>Event Manager</p>
<p>Adverse Weather conditions (heat/sun)</p>	<p>Athletes, spectators, event staff, volunteers, officials, members of the public. Heat exposure can lead to sunburn, fatigue and dehydration. More severe consequences can include heat stroke or heat exhaustion.</p>	<p>The facility can provide some shelter/shade in case of extreme sun/heat. Should the advance forecast indicate sun and high temperatures, participants will be reminded to dress appropriately and to bring sunscreen and plenty of water.</p>	<p>M</p>	<p>Time spent outdoors in the sun by officials and athletes will be kept to a minimum. Shade will be provided by a gazebo or umbrellas/parasols at field event sites, and rest periods between events will be ensured. Water will be provided for officials and, where possible, athletes on the day.</p>	<p>M</p>	<p>Event Manager</p>