**DOJO:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **LOCATION:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Assessor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dojo Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Assessment Date: \_\_\_/\_\_\_\_/\_\_\_ Review Date: \_\_\_ / \_\_\_ / \_\_\_

The following steps relate to the Risk Assessment Process.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Activities**(step 1) | **Hazards Identified**(step 2) | **Existing Controls**(step 3) | **Residual Risk acceptable YES or NO**(step 4) | **Additional Controls**(step 5) | **Residual Risk Acceptable YES or NO**(step 6) |
| (a) | (b) | (c) | (d) | (e) | (f) |

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| --- | --- | --- | --- | --- | --- |
| **General practice** | **SLIP, TRIP, FALL** | 1. Clothing / bogu properly worn & equipment used correctly.
2. Obstacles likely to cause tripping cleared away and/or effectively cordoned off
3. Spills/sweat quickly cleaned up and potentially slippery locations marked
4. Discontinue training until the area has been made safe.
 |  |  |  |
| **General practice** | **FLOOR SURFACE**eg splinters, holes, uneven surface, obstacles. | 1. Visually inspect floor before each practice to identify hazards,2. Floor must be appropriate to the activity, e.g., sprung not solid. |  |  |  |
| **General practice** | **CUTS & ABRASIONS** | 1. Coach to ensure the training area is clean and free from any potential source of injury before practice
2. Should damage occur during training discontinue training until the area has been made safe.
 |  |  |  |
| **General practice** | **GOUGES & PUNCTURE WOUNDS –** | 1. Finger and toenails must be kept trimmed and clean.1. 2. All jewellery, including watches must be removed.
2. 3. Clear and regular reminders given about duty of care.
 |  |  |  |
| **General practice** | **SPLINTERED SHINAI** | 1. Correct maintenance of shinai taught to all participants.2. Kendoka to inspect his/her shinai periodically during practice.3. Coach periodically to inspect Kendoka shinai.4. Clear and regular reminders given about duty of care. |  |  |  |
| **General practice** | **MUSCLE FATIGUE, CRAMP, SORE/STIFF JOINTS** | 1. Include a warm-up at the beginning of the practice.2. Include a cool-down at the end of each practice. |  |  |  |
| **General practice** | **SNAPPING OF THE ACHILLES' TENDON** | 1. Coach to ensure that Kendoka are conversant with appropriate methods of footwork for attack movements.
2. Include stretching exercises for the tendons of both legs in warm-up periods.
 |  |  |  |
| **General practice** | **STRIKING** **-** Hitting off target, bruising, fractures etc. | 1. Supervision of practice by competent instructors2. Kendoka must be capable of the training concerned. 3. Armour must be appropriate for activity, worn & adjusted correctly4. Should damage occur during training discontinue training until the area has been made safe. |  |  |  |
| **General practice** | INCORRECT STRIKING - Heavy downward blows to the head. - Repeated heavy blows to the head (Potential for concussion or long-term cognitive damage).- Contact with the head or neck after striking due to raising of the hands sharply or lack of care when driving through (Causing whiplash like injuries such as hyperextension of the neck).. | 1. Supervision of practice by competent instructors2. Incorrect/Heavy striking must be challenged and corrected.3. Particular care needed with juniors and less experienced Kendoka who may need support to challenge seniors/more experienced practitioners4. Develop a regime where people challenge excessively heavy blows or badly delivered strikes and report these and the perpetrators to coaches for corrective action.5. Clear and regular reminders given about duty of care. |  |  |  |
| **General practice** | COLLISIONS/IMPACTS* Heavy and or uncontrolled bodily contact
* Incorrect/dangerous use of the arms when attempting Taiattari (pushing or thrusting at the throat or head with stiff/straight arms)
* Excessively forceful or uncontrolled Taiattari causing hand or arm injuries
 | 1. Supervision of practice by competent instructors2. Incorrect bodily contact must be challenged and corrected.3. Particular care needed with juniors and less experienced Kendoka who may need support to challenge seniors/more experienced practitioners4. Develop a regime where people challenge incorrect bodily contact and report this and the perpetrators to coaches for corrective action. 5. Clear and regular reminders given about duty of care. |  |  |  |
| **Deliberate Acts of Violence** | Violent Acts (BORYOKU)-Deliberately hitting off target, and causing bruising, fractures etc.-Deliberately pushing an opponent over or down or tripping them | 1. Supervision of practice by competent instructors2. Incorrect/dangerous bodily contact consistently challenged and corrected3. Particular care is needed when juniors and less experienced Kendoka are present4. Develop a regime where people report incorrect striking and bodily contact and the perpetrators to coaches for corrective action5. Clear and regular reminders given about personal responsibility. |  |  |  |
| **General practice** | STAMPING-Heel injury | 1. Coach to provide training on the correct method of stamping.
 |  |  |  |
| **General practice** | CATCHING- toe injury | 1.Coach to ensure that Kendoka are conversant with appropriate style of attacking movements. |  |  |  |
| **General practice** | BACK INJURY | 1. Warm-up, cool-down exercises2. Competent instruction & training3. Competent supervision |  |  |  |
| **General practice** | DEHYDRATION | 1. Breaks, for fluid intake, included.
2. Advice to be given on drinking water or isotonic drinks both before & after practice.
 |  |  |  |
| **General practice** | BODY FLUIDS – Blood, vomit, urine | 1. Exclude Kendoka from the area.
2. Old wounds/blisters must be thoroughly dressed and covered with no further participation allowed for those with continuing blood leakage
3. Spillage to be removed quickly, e.g., by facility staff with an appropriate disinfection regime
4. Discontinue training until the area has been made safe.
 |  |  |  |
| **General practice** | EXACERBATION OF APRE-EXISTING CONDITION. | 1. Kendoka to inform coach of any pre-existing condition that may affect their Kendo training.
 |  |  |  |
| **General practice** | INJURY TO/BY PUBLIC | 1. Define visitor area
2. Brief visitors, to remain within the designated area.
 |  |  |  |
| **General practice** | EMERGENCIES | 1. Brief all members to follow the hall or leisure centre’s procedures. |  |  |  |

###### Details of person responsible for carrying out this Risk Assessment / Review

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| --- | --- | --- | --- |
| **CONTROLS** | **NAME (print)** | **DATE** | **SIGNATURE** |
| **Existing & Additional Controls Agreed & implemented** |  |  |  |

Amdt 1 (Jun 23) G.O’Donnell Kendo Bucho