

# **Risk Assessment Guidance & Procedures**

In order to provide opportunities for children to participate safely and to implement appropriate procedures to safeguard their wellbeing, all **Mackie Academy Former Pupils Rugby Football Club** staff and volunteers must be aware of the areas of risk and adequately assess these risks. This will

- ♦ Make sure children are safe
- ♦ protect staff and volunteers
- ♦ make sure we comply with legislation
- ♦ reduce or remove liability
- ♦ give our sport a good reputation

## **What Does the Law State?**

The United Nations Convention on the Rights of the Child states that all children have the right to be protected from harm, abuse and exploitation at all times. Section 5 of the Children (Scotland) Act 1995 states that if you are 16 or over and have children in your care or control, then you must do what is reasonable in all circumstances to safeguard their health, welfare and development.

## **What Does All This Mean in Practice?**

When children are taking part in our activities we have a responsibility to make sure they are safe from harm. We fulfil this duty by:

1. Accepting we have this duty
2. Agreeing policies, procedures and practices which tell us what action we need to take in order to keep children safe from harm.
3. Telling all relevant persons about safe practices; for example, through training
4. Putting them into practice
5. Ensuring they are being followed and reviewing them.

We can't be expected to eliminate every possible risk. Rugby is a contact sport and we don't want to wrap children in cotton wool or have so many procedures and so much paperwork that staff and volunteers are prevented from carrying out their roles, or worse, put off altogether.

Risk assessments of youth rugby should allow us to focus on the things which are important. By doing what is 'reasonable', we will give people the confidence to know they are following good practice, and, therefore looking after themselves too.

**Mackie Academy Former Pupils Rugby Football Club** has produced a risk assessment template document, which provides staff, members and volunteers with an easy to follow/easy to complete assessment of hazards and actions to be taken to eliminate or reduce such hazards. Evaluation of hazards can be difficult for those who are inexperienced in risk assessment, so we have kept it simple. Hazards (risks) are listed in 3 (only) levels – HIGH, MEDIUM and LOW. Each level is explained in the template. The higher the risk, the greater the priority to reduce or eliminate the problem.

The Club's Child Protection Officers and post holders in Scottish Rugby are always available to assist in any risk assessment matters – see **List of Key Contacts** for details.