

BETHLEHEM COLLEGE FACILITIES – HOCKEY TURF

SITE HAZARD & RISK IDENTIFICATION

Hazards & Risks Identified	Potential Harm	Hazard & Risk Controls in place before commencement of contract	Risk Rating
Slips, trips, falls. Hot water burns.	Various associated with the event	Disabled toilet. Small kitchen requiring care with hot water. Facilities meeting the Building Act, Fire regulations and other pertinent standards and codes. Hire Users must operate to the conditions of the Hire Agreement.	5 Medium (M)
Hockey Turf Surface	Injuries resulting from the game and fall on Turf.	Ensure appropriate safety briefing prior the game, highlighting the risks.	5 Medium (M)
Hockey Balls	Injuries resulting from hockey balls on the Turf during the game and for spectators who may not be paying attention.	Referee controlling the ball height and dangerous play. Signage for spectators highlighting the danger of flying hockey balls into spectator areas.	5 Medium (M)
Electrical Equipment	Electrocution and/or flash burns from faulty or damaged wiring / equipment. Possible death.	Only trained personnel to operate. Ensure that all portable electrical equipment is used as per operating instructions. Minimise the possibility of trips and falls from leads on the floor. Cables MUST NOT cross walkways. Use electrical appliance close to power source. All electrics to be checked and tagged in accordance with 'In-service' safety inspection and testing of electrical equipment". Standard AS/NZS 3760:1996. Use residual current device as necessary. Report damaged fittings & cables immediately and have them removed from service until repaired / replaced.	8 High (M)
Fire	Burns, property damage, possible death.	Know your exit route and Emergency Assembly Point. Ensure you are aware of the position of firefighting equipment. Fire Exit signs in place. Manual fire call point, fire extinguishers and smoke detector to be within annual certification date.	8 High (M)

Food Hygiene (if food part of hire)	Surface areas can harbour disease, if not kept clean.	Agreement with required standards for use. Waste management standards must be adhered to and all waste must be removed from site. Gas bottle certified and in locked caged outside location. Precautions to prevent burns from kitchen equipment and hot/boiling water must be adhered to. Slip, trip and fall hazards must be identified and controlled to prevent injury. If using knives, use correctly and store in appropriate places.	5 Medium (M)
Floors and covering and wet surfaces	Rubber mats and other floor coverings (such as carpet tiles/vinyl flooring etc) can cause slips, trips & falls if they are not firmly aligned and secured to the ground.	Remove any unnecessary loose covering. Other floor coverings to be regularly checked and maintained to a safe standard. Be aware of footing on multiple steps, stairs and uneven surfaces.	5 Medium (M)
Hazards from passing traffic when walking on or near roads	A potentially dangerous situation exists whenever the Vehicles and Pedestrians are on roads. Injury from vehicle movement.	Pedestrians to use paths provided and be aware of passing traffic. Passing traffic observe speed limits and be aware of pedestrians. Parking wardens to have torches and wear high viz vests. Wardens must be briefed by the hirer as to their requirements – traffic calming and control measure. Drive slowly and observe signage.	8 High (M, PPE)
Manual Handling	Back Strain / Injury	Identify high risk activities. Reduce or split loads to manageable weight and/or size. Plan all loads ensuring route is clear prior to moving items. Store heavy items at waist height and use mechanical equipment when moving. Train staff in safe lifting techniques (bend knees not your back). Two Person or Team lifting when required. Make sure workers alternate tasks so that different muscles are used and take short breaks frequently to give wrists, shoulders and back a rest. Do not allow unfit and/or untrained people to carry out manual handling. Younger and older workers may not have the same strength as other staff. Risk can be controlled by sound workplace design, training and provision of manual handling equipment. Use professional movers for major moves.	5 Medium (M)
Obstruction	Physical injury from falling/tripping over obstructions. e.g. Temporary storage, e.g. incoming	Walkways must be kept clear. They form exit routes in an emergency and it is important that they contain no furniture that could block them. Remove ALL temporary stored material. Secure loose	5 Medium (M)

	material/equipment etc may cause obstruction and lead to people tripping or falling.	objects such as plant/equipment. Any materials such as boxes/equipment/rubbish etc stacked or stored in walkways should be removed. All hirers to be alert to any unsafe condition that occurs and take immediate corrective action. Any physical damage to should be promptly reported and corrective action taken.	
Temperature Extremes	Over-heating and body cooling	Ventilation during summer, and use of heat control during winter months.	5 Medium (M)
Waste Management Removal	Potential Health Risk - Possible Infection source, smell and environmental contamination. Cuts, poisoning, other injuries.	<u>Remove all Waste from site.</u> Store all waste in sealed containers so that vermin / insects cannot enter and smells cannot escape. Sufficient rubbish containers should be provided. Rubbish containers should be weatherproof. Staff dealing with rubbish should have appropriate equipment such as gloves, plastic bags. Staff must ensure that they wash thoroughly after handling rubbish/waste materials. Care is to be taken when lifting, pushing, pulling and grabbing waste. Take care with sharp objects or fragile objects that may fracture and become sharp. Take extra precautions with flammable waste.	4 Minor (E)

E = Eliminate, M = Minimise (S = Substitute, EN = Engineering Controls, A = Administration Controls, PPE = Personal Protective Equipment)