

<b>A.P.G.A.I. (IRELAND)</b>	<b>Health and Safety Risk Assessment Form</b>	
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<b>Assessment Date:</b>	<b>Assessor: Lawrence Finney (NEBOSH) A.P.G.A.I. (Ireland)</b>	<b>RA-01</b>
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**Area/Job to be assessed: EVENTS**

Hazard No.	Hazards	Possible injury or harm	Risk Ranking without controls	Risk Ranking with controls	Risk Rating (HML)
1	Equipment failure	Causing major injury or hospitalisation	3x3=9	3x2=6	M
2	Injury with dressed fly	Medium injury or hospitalization	3x2=6	3x2=6	M
3	Possible injury from being hit with fly rod	Minor injury	1x1=1	1x1=1	L
4	Risk of drowning	Major injury or Death	3x2=6	3x1=3	L
5	Muscular skeletal injury	injury	2x2=4	2x1=2	L
6	Slips/trips/falls	Injury	2x3=6	1x2=2	L
7	Protection of children and vulnerable adults	Injury and police involvement	3x4=12	2x2=4	M
8	Zoonoses	Major injury	3x4=12	3x2=6	M
9	Environmental Hazards	Death	3x4=12	3x2=6	M

<b>Risk Scoring = multiply severity by probability</b>		
Severity	Probability	Risk Category
4 - The risk could result in an accident or incident which could cause death.	4 – Very high probability of the risk having an effect	High = 8-16
3 – The risk could result in an accident or incident which could lead to a major injury	3 – High probability of the risk having an effect	Medium = 4-7
2 – The risk could result in an accident or incident which could lead to a minor injury	2 – Moderate probability of the risk having an effect	Low = 1-3

Who might be harmed? Identify who & the number of people that could be harmed.

**Persons doing the job, co workers, visitors/public**

Are there currently any control measures to reduce or eliminate hazards/risks?

Hazards Identified	Current control measures	Additional Control Measures – which could reduce risk
1	Equipment used is usually of good quality and brand. Equipment is serviced on a regular basis after use. Equipment is stored away safely away from sources causing obvious defects	Before instruction to pupils begins, a visual check of all equipment should be made to ensure no defects found

2	All tuition is carried out with a piece of wool or similar substance to prevent injury to the instructor, student or passer-by. Safety glasses are worn during casting instruction	Before commencement of casting tuition, always ask the student if they have any special needs in order to identify learning, physical or mental disabilities. Ensure that the arena is away from any high voltage lines, from any passing vehicles or traffic. That the area is cordoned off with barrier tape and the appropriate warning signs are in place to bring to the attention of passers-by that casting tuition is in progress. Ensure safety glasses are worn before entering the casting arena
3	All instructors are fully qualified to A.P.G.A.I. (Ireland) standard; when demonstrating the correct use of a fly rod ensure the student and any passers-by are not in line with the moving rod.	Always ensure the student is placed at the side of the instructor on the opposite side of the casting arc. Consider seasonal environment conditions to ensure that students are not exposed to extremes of heat or cold. Ensure a fresh supply of water or hot drinks readily available
4	Any casting carried out at the edge of any water of substantial depth or with a flow, is closely monitored and supervised by the Instructor	The instructor will ensure that any client casting over water is closely supervised. In cases where casting instruction is carried out in or around moving water the Instructor will not permit any student to wade into the water. The instructor will ascertain if the student can swim and ensure a throw rope is present in the unlikely event of anyone

		entering the water.
5	Casting tuition is carried out by ensuring that the student is given information and instruction in the correct way to hold and use the rod so as to reduce the risk of any muscular harm to him/her.	The Instructor will demonstrate the correct way to operate the rod to ensure that the student does not unduly strain back or arm muscles during the tuition; rest periods to be incorporated during tuition
6	Rods and lines are temporarily stored on a racking device to prevent anyone falling or tripping over equipment	Ensure all fishing rods are stored on the racking away from pedestrian access when not in use; keep racking away from public walkways
7	All A.P.G.A.I. Ireland Instructors are fully conversant with good practice guidance, and the precautions required during tuition	Always read the guidelines for good practice and guidance on Child Protection before commencing tutoring
8	<p>To prevent the possible exposure to Zoonoses all instructors are given instruction and training on the risks associated with working around and near water.</p> <p>Diseases from animals are a high priority. Farm animals including cows, sheep, pigs, and goats, can pass diseases to people. As you know, farm animals are not like house pets and do not have places to rest or eat that are away from where they pass manure. Therefore, you should thoroughly wash your hands with running water and soap after contact with them or after touching things such as fences, buckets, and straw bedding that have been in contact with farm animals, adults should carefully watch children who are visiting farms and help them wash their hands well.</p> <p>Different types of farm animals can carry different diseases. For example, cows and calves can carry the bacterium <i>Escherichia coli</i> O157:H7, often called <i>E. coli</i> (ee COH-lie). This germ can cause bloody diarrhea in people. In addition children can develop kidney failure due to <i>E. coli</i> O157:H7 infection. Pigs can carry the bacterium <i>Yersinia enterocolitica</i> (yer-SIN-ee-ah en-TER-o-koh-LIH-tee-kuh), which causes the disease yersiniosis (yer-SIN-ee-OH-sis). Many of these germs are in farm animal manure.</p> <p>Some people are more likely than others to get diseases from farm animals. A person's age and health status may affect his or her immune system, increasing the chances of</p>	<p>In the event of any pregnant female attending the event ensure that they are closely supervised and not exposed to areas where possible risk of infections may be evident.</p> <p>Young persons are to be given a brief induction to exposure to animal diseases. A wash station is to be provided to enable anyone who comes into contact with animal faeces has the opportunity to thoroughly wash their hands or any other expose part of the skin that may have become in contact with such material. Never let anyone wander along banks or in enclosures where wild animals may have been.</p> <p>At the end of the event all equipment is to be thoroughly washed and if necessary disinfected to remove any excess dirt. Ensure all young persons have thoroughly washed and dried their hands before leaving the event.</p>

	<p>getting sick. People who are more likely to get diseases from farm animals include infants, children younger than 5 years old, organ transplant patients, people with HIV/AIDS, and people who are being treated for cancer. Special advice is available for people who are at greater risk than others of getting diseases from animals.</p> <p><b>Leptospirosis</b> The bacteria are spread through the urine of infected animals, which can get into water or soil and can survive there for weeks to months. Humans and animals can become infected through contact with this contaminated urine (or other body fluids, except saliva), water, or soil. The bacteria can enter the body through skin or mucous membranes (eyes, nose, or mouth), especially if the skin is broken from a cut or scratch. Drinking contaminated water can also cause infection. Infected wild and domestic animals may continue to excrete the bacteria into the environment continuously or every once in a while for a few months up to several years</p> <p><u>Diseases from Fish and Amphibians</u></p> <p>Fish, frogs, toads, and the water they live in can carry bacteria that may cause illness in people. Some people are more likely than others to get diseases from fish and amphibians.</p> <p>A person's age and health status may affect his or her immune system, increasing the chances of getting sick. People who are more likely to get diseases from fish and amphibians include infants, children younger than 5 years old, organ transplant patients, people with HIV/AIDS, and people getting treatment for cancer. <b>Special advice</b> is available for people who are at greater risk of getting diseases from animals.</p>	
9	A site walk will be carried out of the whole perimeter to identify hazards such as unguarded cliffs, deep drops and other possible hazards	Always ensure the organizing body is made aware of your findings and the recommendations to make areas safe for the students or visitors

## Relevant Legislation

The Health and Safety at Work Order  
The Management of Health and Safety at Work Regulations  
The Provision and Use of Work Equipment Regulations  
The Workplace Health and Safety and Welfare Regulations  
The Manual Handling Operations Regulations  
ACCESS (NI)  
POCVA

## Safe System of Work – this must be followed in all circumstances

- If the event is close to a river or open water, close supervision is required of all who attend the event. It shall be good practice to ensure that anyone under the age of 16 is prohibited to take part in any tuition near or around the banks of a river or open water unless a floatation device is worn
- If a river is in spate, all instructors, event organizers and visitors are to be informed that the banks of the river are out of bounds.
- Where young children are taking part in an event, do not show undue popularity with any one given, ensure any praise given is directed to all, and never present any gift or token to a child unless it has been duly sanctioned by the event organizers.
- Ensure all equipment is checked for any defects, regularly.
- Store all unused equipment safely and correctly in the proper storage.
- Ensure no hooks are used on any rod during tuition, until the student is proficient to use the rod with a barbless dressed fly
- Ensure safety glasses and hat are worn prior to going into the casting area.
- Check that the student has no special requirements or needs.
- Ensure a 1<sup>st</sup> aid box is at hand in the event of it being required.
- Make yourself aware of the nearest emergency facility if required
- Always ensure casting area is free from all hazards.
- Never leave a student to practice unsupervised.
- Always ensure that fishing rods are never left lying on the ground especially in the immediate vicinity of pedestrians.
- In the case of tutoring juveniles and young persons comply with the code of practice with reference to the Child Protection Guidelines.
- Ensure a hand wash station is present and instruction of exposure to animal waste is carried out before commencement of the event.
- In the event of any accusations made as to the conduct of an instructor or any other person you are to contact the child protection officer designated, who will in turn thoroughly investigate the situation.
- Do not carry out tuition outside the main casting or event areas

## **PROTECTION OF CHILDREN AND VULNERABLE ADULTS GOOD PRACTICE AND GUIDELINES**

Implementation of the following guidance can reduce likely situations for abuse of children and vulnerable adults and help protect you and the organization from false accusations.

- It is for your own safety and that of all young people and vulnerable adults that you are not in a situation where you are alone for excessive amounts of time with a young person or vulnerable adults.

If privacy is needed, the door of any room you are in should have the door left open and other staff/exhibitors advised of the meeting...

- Never engage in unnecessary physical contact including horseplay with young people or vulnerable adults. However there are occasions when physical contact is unavoidable, such as providing comfort and reassurance for a distressed person, or physical support, for example in contact sports.
- At venues, Instructors must only use the toilets located in designated staff areas.
- Never engage in sexually provocative games.
- Never allow or engage in inappropriate touching of any form.
- Never allow children to use inappropriate language unchallenged.
- Never make sexually suggestive comments about or to a child even in fun.
- Never let allegations a child or vulnerable adults makes go unchallenged or unrecorded.
- Never do things of a personal nature for children or vulnerable adults that they can do for themselves. However, sometimes it may be necessary for staff/exhibitors to do things of a personal nature for children or vulnerable adults particularly if they are very young or disabled. These tasks should only be carried out with the full understanding and consent of parents/guardians. In an emergency situation which requires this type of help, parents should be fully informed, as soon as reasonably possible. In such situations, it is important that you ensure that you are sensitive to the individual and undertake personal care tasks with the utmost discretion.
- Each staff member/exhibitor must be acquainted with APGAI Ireland's Child Protection Policy and Procedures and in particular the reporting/referral procedure. Copies of this are available from the Secretary.
- Every staff member /exhibitor should be acquainted with the location of the first-aid provision and St John's Ambulance if in attendance.
- Staff/exhibitors should be aware of the accident /emergency procedures.

- Children must be supervised at all times whilst under the care of the Instructor during tuition.
- Children must not be left unsupervised at any venue whether it is indoors or out of doors.
- Any activity using potential dangerous equipment should have constant qualified adult supervision and parent/guardian consent.
- Dangerous behaviour by children is not allowed.
- Staff/exhibitors should recognize the requirements for the ratio of young people to staff/leaders. All staff/exhibitors must abide by the supervision ratios. The standard recommended ratios are:
  - 0-2 years = 1 member of staff to 3 children
  - 2-3 years = 1 member of staff to 4 children
  - 3-7 years = 1 member of staff to 8 children
  - 7 years and over = 2 members of staff (preferably one of each gender) for up to 20 children and young people; there should be one additional staff member for every ten extra children and /or young people or part thereof. The ratio of staff and volunteers to disabled children is dependant on the needs of the individual child/children/
- There must be adequate adult supervision in indoor centers.
- In the case of photography or video being used for promotional purposes, nominated persons will be assigned and permission obtained before any photographs or video is taken at the event.
- It is advisable that the event organizers adopt a method of identifying children whose parents do not want their children to be photographed