



## **UK ATHLETICS**

### **APPROVED CODE OF PRACTICE**

### **THE SAFE CONDUCT OF TRACK AND FIELD**

### **EVENTS**

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# **HEALTH AND SAFETY POLICY**

UK Athletics is committed to a safe environment for all athletes, officials and coaches. It will promote standards of health, safety and welfare within athletics and will ensure compliance with all relevant statutory provisions.

UK Athletics will ensure that suitable and sufficient risk assessments are carried out, that procedures and safe systems are implemented in accordance with all current statutory provisions and that all reasonable and practical measures are taken to avoid risk. Safe practices will be adopted and continuous improvement will be sought through regular audits and reviews.

Appropriate instruction and training will be provided together with adequate resources to ensure that the successful management of health and safety is carried out and that this policy is collectively implemented.

This policy together with arrangements and procedures, will be reviewed regularly and revised and updated as necessary.

Chief Executive.  
27/11/00

# **DEFINITIONS**

## **HAZARD:**

A hazard is something with the potential to cause harm to an individual. This can be an object, an activity and even a substance. In Athletics, examples would include the following:

Objects- javelin, discus, shot, hammer, pole vault pole, high jump stands, hurdles, running track etc.

Activity- running, jumping, throwing, walking etc.

Substance- Water in water jumps and in the form of rain, snow and ice etc.

## **RISK:**

Risk expresses the likelihood that the harm from a potential hazard is realised. Risks are normally categorised as low, medium or high.

The principles of Risk Assessment are:

- a) Identify the hazard
- b) Identify those who might be harmed and how.
- c) Evaluate the risk (low, medium or high) and decide whether there are existing precautions and if these are adequate or are more required.
- d) Record the findings.
- e) Review the assessment and revise if necessary.

# **HAZARD IDENTIFICATION AND RISK ASSESSMENT**

**IN ORDER TO DISCHARGE THE DUTY OF CARE TO PROVIDE A SAFE ENVIRONMENT FOR TRACK AND FIELD EVENTS IT IS NECESSARY TO IDENTIFY HAZARDS, ASSESS THE ASSOCIATED POTENTIAL RISKS, THEN TAKE ACTION TO ELIMINATE THE HAZARD, OR FAILING THIS, TAKE ACTION TO EITHER ELIMINATE THE RISKS OR REDUCE THEM TO AN ACCEPTABLE LEVEL.**

**RISK SHOULD BE ASSESSED IN TERMS OF:**

**LOW        NO RISK, OR MINIMAL RISK OF INJURY**

**MEDIUM    SOME RISK OF INJURY**

**HIGH        HIGH RISK OF INJURY**

**ONLY IF THE RISK HAS BEEN ASSESSED AS “LOW” SHOULD A COMPETITION OR TRAINING SESSION BE ALLOWED TO PROCEED.**

**THE FOLLOWING SCHEMATIC OUTLINES THE PROCEDURE TO BE FOLLOWED**

IDENTIFY HAZARD

CAN HAZARD BE ELIMINATED

YES

NO

REMOVE HAZARD  
AND THEN PROCEED

ASSESS DEGREE OF RISK

LOW

MEDIUM

HIGH

PROCEED

CAN HAZARD BE REDUCED TO BRING  
RISK INTO THE "LOW" CATEGORY

YES

NO

REDUCE HAZARD AND  
THEN PROCEED

DO NOT PROCEED

## **APPROVED CODE OF PRACTICE**

### **“THE SAFE CONDUCT OF TRACK AND FIELD EVENTS”**

IT IS THE RESPONSIBILITY OF ALL TRACK AND FIELD REFEREES, TECHNICAL MANAGERS, OFFICIALS, COACHES AND ATHLETES TO ENSURE THAT ALL COMPETITIONS AND TRAINING SESSIONS ARE CONDUCTED IN A SAFE MANNER.

IN ORDER TO GUARANTEE THE ABOVE THE FOLLOWING APPROVED CODE OF PRACTICE SHALL BE FOLLOWED, HOWEVER IN VIEW OF THE WIDE RANGING CIRCUMSTANCES IN WHICH ATHLETIC EVENTS TAKE PLACE THE IMPLEMENTATION OF THE RECOMMENDED CONTROL MEASURES DOES NOT PRECLUDE THE POSSIBILITY THAT ALTERNATIVE CONTROL MEASURES MAY BE EMPLOYED WHICH EITHER ELIMINATE ANY RISKS OR REDUCE THEM TO AN ACCEPTABLE LEVEL.

### **CERTIFICATION OF TRACKS**

COMPETITION AND TRAINING HELD UNDER UKA RULES MAY ONLY BE HELD ON TRACKS WITH A CURRENT APPROPRIATE CERTIFICATE.

## **GLOSSARY**

### **NOTE**

Attention is drawn to the fact that in the Code of Practice the words 'must', 'ensure', 'shall' and 'should' are frequently used. The words 'must', 'ensure' and 'shall' indicate a compulsory measure; while the word 'should' indicates a strong recommendation.

### **COACH**

One who teaches, coaches, gives advice or assists in these processes.

### **OFFICIAL AND TECHNICAL OFFICIAL**

Any person, qualified or not, who has been given responsibility for the conduct and regulation of an event.

### **GROUND STAFF AND GROUND/STADIUM MANAGEMENT**

Those persons delegated by the local authority or employed at a stadium or track whose responsibility it is to ensure that the track and equipment are serviceable and in good working order.

### **CRITICAL FALL HEIGHT**

The ability of a surface to absorb an impact is measured by its Critical fall Height. A surface's Critical fall Height represents the greatest height of a head-first fall from which a person, landing on a surface, could be expected to avoid sustaining a critical head injury.



**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**TRACK**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Track/Kerb	Athletes and coaches – Injuries from slipping/tripping due to worn out track and loose kerbing.	<p>1. Athletes should wear adequate footwear.</p> <p><b>Control measure responsibilities:</b></p> <p>1. Athletes and coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Starting Blocks	Athletes – Injuries from slipping/tripping due to incorrect positioning of blocks, or worn/poorly maintained blocks.	<p>1. If used ensure starting blocks are firmly secured onto the track or other area.</p> <p>2. Ensure adequate maintenance and regular inspection.</p> <p>3. Blocks should be inspected by a coach before use.</p> <p><b>Control measure responsibilities:</b></p> <p>1. Athletes and coaches</p> <p>2. Ground staff, athletes</p> <p>3. Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Starting	Athletes – Injuries due to collision with other athletes encroaching into other lanes	<p>1. Ensure starting blocks are correctly positioned in each lane and firmly secured onto the track.</p> <p>2. Ensure athletes line up in an orderly manner.</p> <p><b>Control measure responsibilities:</b></p> <p>1, 2 Athletes and coaches.</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**100m, 200m, 400m**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Track	Athletes	<p>1. Athletes should wear adequate footwear.</p> <p><b>Control Measure Responsibilities:</b></p> <p>1. Athletes and Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Starting Blocks	Athletes - Cuts and Strains from Slipping/ Tripping due to incorrect positioning of blocks, or worn/poorly maintained blocks	<p>1. If used, ensure starting blocks are firmly secured onto the track or other area.</p> <p>2. Ensure adequate maintenance and regular inspection.</p> <p>3. They should be inspected before use.</p> <p><b>Control Measure Responsibilities:</b></p> <p>1. Athletes and Coaches</p> <p>2. Ground Staff and athletes</p> <p>3. Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Starting	Athletes - Cuts and Strains due to collision with other athletes encroaching into other lanes.	<p>1. If used, ensure starting blocks are correctly positioned in each lane and firmly secured onto the track.</p> <p>2. Ensure athletes line up in an orderly manner.</p> <p><b>Control Measure Responsibilities:</b></p> <p>1, 2, Athletes and Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**800m, 1500m, 3000m, 5000m, 10000m**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Track	Athletes and Coaches - Cuts and Strains from Slipping/Tripping	<p>1. Athletes should wear adequate footwear.</p> <p><b>Control Measure Responsibilities</b></p> <p>1. Athletes and Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Coaches and Other Athletes	Athletes - Cuts and Strains from collisions with other persons.	<p>1. When a training run is about to start ensure that there is no risk of collisions with others using the track.</p> <p>2. Athletes and Coaches should observe local lane discipline.</p> <p><b>Control Measure Responsibilities:</b></p> <p>1. Coaches</p> <p>2. Athletes and Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**HURDLES**

<b><u>HAZARD</u></b>	<b><u>WHO/HOW AFFECTED</u></b>	<b><u>CONTROL MEASURES</u></b>						
Coaches and other Athletes	Athletes- Cuts and strains from collisions with other persons.	<ol style="list-style-type: none"> <li>1. When a training run is about to start ensure that there is no risk of collision with others using the track.</li> <li>2. Athletes and coaches should observe local lane discipline.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Coaches</li> <li>2. Athletes and coaches</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>						
Hurdles	Athletes— injury from colliding with hurdles.	<ol style="list-style-type: none"> <li>1. Hurdles shall be used in the correct direction and in the appropriate manner.</li> <li>2. Where competition hurdles are used the mechanisms for fixing the hurdles (a) at the required height (b) positioning the counter balance weight should be lubricated and well maintained.</li> <li>3. Damaged hurdles must be replaced.</li> <li>4. Ensure adequate maintenance and regular inspection.</li> <li>5. They must be set at a height appropriate to the age and ability of the athletes.</li> <li>6. The use of loose canes placed on bricks or cones should be avoided.</li> </ol> <p><b>Control measure responsibilities:</b></p> <table style="margin-left: 20px;"> <tr> <td>1</td> <td>Athletes, Coaches</td> </tr> <tr> <td>2,3,4</td> <td>Ground staff</td> </tr> <tr> <td>5, 6</td> <td>Coaches</td> </tr> </table> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>	1	Athletes, Coaches	2,3,4	Ground staff	5, 6	Coaches
1	Athletes, Coaches							
2,3,4	Ground staff							
5, 6	Coaches							
Track/kerb	Athletes	<ol style="list-style-type: none"> <li>1. Athletes should wear adequate footwear.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Athlete, Coaches</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>						

**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**STEEPLECHASE**

<u>HAZARD</u>	<u>WHO /HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Track/kerb	Athletes	<p>1. Athletes should wear adequate footwear.</p> <p><b>Control measure responsibilities:</b></p> <p>1. Athlete, Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <p><b>1. MUST NOT BE USED IN TRAINING IF EMPTY.</b></p>
Water Jump	Athletes	<p><b>Control Measure responsibilities:</b></p> <p>1. Athletes , Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Coaches and Other Athletes	Athletes - Cuts and Strains from collisions with other persons.	<p><b>Control Measure Responsibilities:</b></p> <p>1. Coaches</p> <p>2. Athletes and Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

Barriers (Fixed & portable)	Athletes, officials, Ground staff – Injury from defective structures and from incorrect handling/lifting.	<ol style="list-style-type: none"> <li>1. Check barrier top rail for secure fixings and that surfaces are not damaged so as to cause injury and check uprights of barrier in ground for secure fixing (particularly check adjustable barriers for correct and secure fixing of adjusting pins).</li> <li>2. Carry out manual handling safe practice when placing barriers in position on track and on removing them when event is concluded.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2 Ground staff</li> <li>2 Clerk of course, Track officials, Track personnel.</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
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**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**HIGH JUMP**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Track (Run up)	Athletes	<ol style="list-style-type: none"> <li>1. Athletes should wear adequate footwear.</li> <li>2. If kerbing is removed then it should be stored in a safe place and replaced after training.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Athletes and coaches</li> <li>2. Coaches and Ground staff</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Event	Athletes – Injury from incorrect technique, inadequate warm up, or collision with other athletes.	<ol style="list-style-type: none"> <li>1. Athletes should be taught correct technique by coaches.</li> <li>2. Athletes should undertake adequate warm up.</li> <li>3. Ensure each athlete jumps in turn and does not encroach on other athletes run ups whilst waiting their turn. Athletes whose approach conflict with other events should be aware of potential collisions.</li> <li>4. Ensure young athletes only jump under the supervision of a coach.</li> <li>5. Athletes should not wear jewellery or other objects which might cause injury.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 4, Coaches</li> <li>2, Athletes</li> <li>3, Athletes and coaches</li> <li>5. Coaches</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**A competent and experienced coach should be present at all times during training sessions.**  
 These measures should be taken in conjunction with the recommendations of the risk assessment for pole vault competition.

**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**POLE VAULT**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Pole vault Drills  Swings on pole	Athletes- Injury caused by falling.	<ol style="list-style-type: none"> <li>1. Use correct teaching procedure.</li> <li>2. Use a low grip</li> <li>3. Use a non slip floor.</li> <li>4. Do not use a run up.</li> </ol> <p><b>Control measure responsibilities:</b> 1, 2, 3, 4 Coach</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Vaults into sand.	Athletes- injury caused by cuts, grazes from edge of pit or floor.	<ol style="list-style-type: none"> <li>1. Check sand as for long jump.</li> <li>2. Use a low grip.</li> <li>3. Use correct teaching procedure.</li> <li>4. Ensure surrounds are free of all objects i.e. rakes etc.</li> </ol> <p><b>Control measure responsibilities:</b> 1, 2, 3, 4 Coach</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Runs with pole	Athlete, coach, other athletes- Injury caused from falls from slipping and tripping, or collisions.	<ol style="list-style-type: none"> <li>1. Ensure track is free from holes, is swept regularly and is free from any debris.</li> <li>2. Ensure coaches and other athletes are aware of vaulters running.</li> </ol> <p><b>Control measure responsibilities:</b> 1, 2 Coach</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>



Vaults on mats	Athlete- Injury caused by bottoming, mats too small, pole slipping, athlete slipping.	<p>1. Ensure mats are thick and large enough for the size and ability of the athlete.</p> <p>2. Ensure the pole cannot slip on the floor at take off.</p> <p>3. Use a short approach i.e. 2/4 strides.</p> <p>4. Use a non slip floor.</p> <p><b>Control measure responsibilities :</b></p> <p>1, 2, 3, 4 Coach</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Poles	Athletes, other athletes- Injuries from damage to poles, falling poles, storage of poles.	<p>1. Check pole carefully for deep scratches or cracks.</p> <p>2. Protect bottom of poles with tape.</p> <p>3. Do not let poles fall onto hard surfaces.</p> <p>4. Beware of poles falling to side of landing area after a vault.</p> <p>5. When not in use ensure poles are stored where athletes/coaches cannot trip over them and where they cannot fall onto anyone.</p> <p><b>Control measure responsibilities:</b></p> <p>1, 2, 3, 4, 5 Coach</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Vaulting	Athletes, – injuries from falls, collisions.	<p>1. Ensure vaulter`s technique is adequate for the poles he/she is using.</p> <p>2. Ensure that the pole is of correct weight and length.</p> <p>3. Ensure other athletes and coaches are aware of vaulters on the run up.</p> <p>4. Athletes should not wear jewellery or other objects which might cause injury.</p> <p><b>Control measure responsibilities:</b></p> <p>1, 2, 3, Coach 4 Athlete, Coach</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

Landing area	Athletes- Injuries as a result of an inadequate or poorly maintained landing area.	<ol style="list-style-type: none"> <li>1. Ensure that the landing area is sufficiently large for the vaulter's ability.</li> <li>2. Regularly check the landing area for tears or holes.</li> <li>3. Ensure that the landing area sections are fastened together correctly.</li> <li>4. Where the landing area is placed on other objects, such as pallets, these should be not more than 100mm. high and must not protrude beyond the edges of the landing areas. In addition the front surface of the pallets beyond the box must be blocked off so that there is no possibility of the pole or an athlete's foot penetrating underneath.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, Coach</li> <li>2, 3, 4 Coach, Ground staff</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Elastic Bar	Athletes, coaches- Injuries from falling stands and or inefficient elastic.	<ol style="list-style-type: none"> <li>1. Ensure that stands are very firmly secured.</li> <li>2. Ensure that elastic bar is not placed at too high a height for the athletes ability.</li> <li>3. Ensure that the elastic bar is sufficiently flexible.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3 Coach</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**A competent and experienced coach should be present at all times during vault training sessions.**  
These measures should be taken in conjunction with the recommendations of the risk assessment for pole vault competition.

**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**LONG/TRIPLE JUMP**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Coaching Sessions	Athletes – injury due to lack of basic knowledge	<p>During training ensure that:</p> <ol style="list-style-type: none"> <li>1. Athletes are taught the correct techniques.</li> <li>2. Young athletes jump only under supervision.</li> <li>3. Athletes are taught to undertake adequate warm up.</li> <li>4. Athletes are aware of the appropriate footwear.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3, Coaches</li> <li>4. Athletes, Coaches</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW</b></p>
Runway	<p>Athletes - slipping, tripping due to worn damaged surface.</p> <p>Coaches – injury due to collision with athletes</p> <p>Athletes – injury due to collision with each other or coaches</p>	<ol style="list-style-type: none"> <li>1. Examine the runway to ensure no worn or damaged areas.</li> <li>2. Regularly clean porous surfaces.</li> <li>3. Sweep runway regularly to remove any excess water and/or grit.</li> <li>4. Ensure no obstructive check marks are placed on runway.</li> <li>5. Ensure warm up session is supervised.</li> <li>6. Control measures must be in place to ensure athletes only use runway under direction of coach and only when runway is clear.</li> <li>7. If tape measures are used ensure they are removed from runway in between jumps.</li> <li>8. Any raised surfaces must be clearly identified.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1,2,3,8 Ground staff</li> <li>1,4,7 Athletes and coaches</li> <li>5, 6 Coaches</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

<p>Take off boards and blanking boards</p>	<p>Athletes – Injury due to unstable, ill fitting take off/blanking boards. Slipping off top of no jump indicator blanking boards.</p> <p>Coaches – back strain and hand injury due to lifting ill-fitting, tight fitting insert boards and blanking boards. Use of incorrect lifting implements</p>	<ol style="list-style-type: none"> <li>1. Clean insert board recesses.</li> <li>2. Clean and grease adjustable bolts within recesses.</li> <li>3. Clean and grease adjustable bolts on insert and blanking boards.</li> <li>4. Ensure that take-off board, no jump indicator insert board, and no jump indicator insert blanking boards are made of wood, wood composite or an alternative material soft enough so as to absorb the impact of spikes.</li> <li>5. Ensure that insert boards and blanking boards are capable of being adjusted so as to be stable and level with runway.</li> <li>6. Ensure that plasticine insert boards and plasticine insert blanking boards fit adequately without being too difficult to remove.</li> <li>7. Ensure that board lifting implements are available and suitable for the purpose of lifting the boards.</li> </ol> <p><b>Control measure responsibilities:</b>  1, 2, 3, 4, 5, 6, 7 Ground staff  4, 5, 6, Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
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Landing area	Athletes – Injury due to compacted sand and extraneous material. Collision with concrete edging of landing area. Collision with fixed barriers too close to end of landing area.	<p>1. Ensure that only sand that will not cause injury to an athlete will be used.</p> <p>2. Dig over sand.</p> <p>3. Check that landing area is free of dangerous extraneous material and other contaminants.</p> <p>4. The edges of the landing areas should be covered with an impact absorbing material or rounded off.</p> <p>5. The area 12m. beyond the take off line or take off line extended and 1m. from the edge of the landing area must have no obstructions.</p> <p>6. The landing area should be covered when not in use.</p> <p>7. Ensure that rakes and brushes used for levelling and cleaning are kept away from landing area and that prongs of rakes face the ground or away from the landing area.</p> <p><b>Control measure responsibilities:</b></p> <p>1, 2, 3, 4, 5, 6, Ground staff</p> <p>2, 3, 5, 7 Coaches and athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
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Training	Athletes – Injury due to dangerous extraneous material in landing area, collision with rakes, brushes used by coaches. Collision with other athletes or coaches. Tripping on worn, uneven runways, unstable, uneven take-off and blanking boards, check	<p>a) Prior to training ensure that:</p> <ol style="list-style-type: none"> <li>1. The runway is free from damage and excessive standing water.</li> <li>2. Take off and blanking boards are stable and level with runway.</li> <li>3. Landing area is free of dangerous extraneous material.</li> <li>4. Sand in landing area is not compacted.</li> </ol> <p><b>Control measure responsibilities:</b></p> <p>1,2,3,4 Coaches</p> <p>b) During training ensure that:</p> <ol style="list-style-type: none"> <li>1. Athletes are taught the correct technique.</li> </ol>
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	<p>markers on runway.</p> <p>Coaches – injuries due to collision with athletes.</p> <p>Lifting insert and blanking boards. Use of incorrect lifting implements.</p>	<ol style="list-style-type: none"> <li>2. Young athletes jump only under supervision.</li> <li>3. Athletes are taught to undertake adequate warm up.</li> <li>4. Athletes are aware of the appropriate footwear.</li> </ol> <p><b>Control measure responsibilities:</b> 1,2,3,4 Coaches</p> <p>c) During training ensure that:</p> <ol style="list-style-type: none"> <li>1. Coaches and athletes are aware of the need for concentration at all times.</li> <li>2. The runway is swept regularly to remove excess water and grit.</li> <li>3. No obstructive check markers are placed on the runway.</li> <li>4. Control measures are in place to ensure that athletes take their jumps in turn and not until the runway and landing area is clear of other athletes, rakes and brushes.</li> <li>5. Measuring tapes do not encroach on the runway.</li> <li>6. Suitable lifting implements are used to lift and replace board inserts and blanking boards and used in accordance with current handling regulations.</li> <li>7. Rakes and brushes are kept well away from the landing area and that, in particular, rakes are laid with the prongs pointing towards the ground.</li> </ol> <p><b>Control measure responsibilities:</b> 1, 2, 3, 4, 5, 6, 7, Coaches 3. Athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
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**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**HAMMER**

<b><u>HAZARD</u></b>	<b><u>WHO/HOW AFFECTED</u></b>	<b><u>CONTROL MEASURES</u></b>
Sector	Athletes, coaches – collision with implement and/or tripping due to poor condition of infield. Safety sector not established	<ol style="list-style-type: none"> <li>1. The central throwing area safety sector must be ‘roped’ off in accordance with current UKA rules.</li> <li>2. Holes in sector or infield made by hammer landing should be filled level with the ground.</li> <li>3. Ensure that all non-associated persons are not within or in the vicinity of the safety sector before throws commence.</li> <li>4. The grass should be cut prior to training days.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1,2,4 Ground staff</li> <li>3. Coaches</li> </ol>
Cage	Athletes, coaches, – hammer escaping due to badly maintained or poorly designed cage.	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure that cage is constructed and erected in accordance with UKA specifications.</li> <li>2. Netting must be checked regularly to ensure no damage to the net structure.</li> <li>3. Netting should be secured or ballasted at ground level as appropriate.</li> <li>4. Make sure that netting hangs vertically from gallows arms and is not tied to the uprights, particularly at the mouth where the distance should not exceed 6m.</li> <li>5. Check that netting tension, when erected, has sufficient retardation and minimal bounce.</li> <li>6. A safe distance from the netting must be maintained.</li> <li>7. Ensure that the ends of hammer wires are taped to minimise damage to the netting.</li> <li>8. Check annually the cord netting by removing one of the “telltale” lengths of cord and check it to ensure the continued viability of the netting (reference UK Athletics Handbook “Rules of Competition”).</li> </ol>

		<p><b>Control measure responsibilities:</b>  1, 2, 3, 4, Ground staff, Coaches  6,7 Athletes, Coaches  5 Coaches  7 Athletes, Coaches, Ground staff.  8 Ground staff.</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Gates	Athletes, coaches, public	<ol style="list-style-type: none"> <li>1. Check that the gates can move freely and can be secured in both their open and closed positions.</li> <li>2. Make sure that the netting is not holed, and is secure and in good condition.</li> <li>3. Check that netting tension, when erected, has sufficient retardation and minimal bounce particularly when the gates are bolted in position.</li> <li>4. The gates must be set for all hammer throws and adjusted for left and right handed throwers in accordance with UKA Rules (reference UK Athletics Handbook “Rules of Competition”).</li> </ol> <p><b>Control measure responsibilities:</b>  1, 2, 3 Ground staff, Coaches  4 Athletes, Coaches</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Circle	Athletes – slipping due to wet, gritty surface. Injury due to damaged metal rim of circle or inserts when used.	<ol style="list-style-type: none"> <li>1. Make sure the circle surface is in good order, is not cracked or breaking up.</li> <li>2. Make sure the rim of the circle is not damaged.</li> <li>3. Make sure that the hammer circle insert ring (concentric circle), if used, is in good order, fits snugly and has no protrusions, especially where it forms the rim.</li> <li>4. Check and keep the circle free of foreign matter.</li> <li>5. Maintain drain holes.</li> </ol> <p><b>Control measure responsibilities:</b></p>



		<p>1, 2, 3, 4 Ground staff, Coaches 5 Ground staff</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Hammer	Athletes, coaches, public – hammer should be serviceable to avoid foreseen and uncontrolled failures and likelihood of injury.	<p>1. Implements must be checked before commencement of any throwing to ensure they are serviceable, particularly the handle, the wire and the swivel assembly. <b>NOTE:</b> Due to different weights and lengths of wire used for training each implement may not conform to UK Rules in terms of specifications</p> <p><b>Control measure responsibilities:</b></p> <p>1 Ground staff, coaches, athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Training	Athletes, coaches, public – to avoid injury during throwing	<p>1. Ensure both gates are correctly positioned and locked before each throw.</p> <p>2. All swings and throws shall only take place from the circle, within the cage and be supervised.</p> <p>3. The warning horn is to be sounded (or agreed signal given) to warn that a throw is due to commence, especially for other athletes or coaches within or in proximity of the safety sector or other designated throwing area. This should happen when the athlete is within the cage or its mouth. The supervisor must be satisfied that the safety sector, or other designated throwing area, is clear and that any other persons appointed to mark landings or retrieve implements are fully aware a throw is about to progress.</p> <p>4. Throws must not commence unless the supervisor signals it is safe to begin. It should be borne in mind that the sounding of the warning horn, or agreed signal given is to warn those in or adjacent to the sector or other designated throwing area of an impending throw. It must not be considered to be the sole means of telling the athlete they may commence throwing.</p> <p><b>Control measure responsibilities:</b></p>

		<p>1, 2, 3, 4 Coaches, athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
<p>Gloves</p>	<p>Athletes – injury to hands</p>	<p>1. Gloves, if worn, should give adequate protection; alternatively if optional protection is used it should provide sufficient protection and not become a hazard.</p> <p><b>Control measure responsibilities:</b></p> <p>1. Coaches, athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**DISCUS**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Sector	Athletes, coaches – collision with implement and/or tripping due to poor condition of infield. Safety sector not established.	<ol style="list-style-type: none"> <li>1. The central throwing area safety sector must be ‘roped off’ in accordance with current UKA rules</li> <li>2. Holes in sector or infield made by hammer landing should be filled level with the ground.</li> <li>3. Ensure that all non-associated persons are not within or in the vicinity of the safety sector before throws commence.</li> <li>4. The grass should be cut prior to training days.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1,2,4 Ground staff</li> <li>3. Coaches, athletes</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure that cage is constructed and erected in accordance with UKA specifications.</li> <li>2. Netting must be checked regularly to ensure no damage to the net structure.</li> <li>3. Netting should be secured or ballasted at ground level as appropriate.</li> <li>4. Make sure that netting hangs vertically from gallows arms and is not tied to the uprights, particularly at the mouth.</li> <li>5. Check netting tension, when erected, has sufficient retardation and minimal bounce.</li> <li>6. A safe distance from the netting must be maintained.</li> <li>7. Annual checking of cord netting by removing one of the “telltale” lengths of cord and checking it to ensure the continued viability of the netting (reference UK Athletics Handbook “Rules of Competition”).</li> <li>8. Ensure that gates, where fitted, are locked in the open position.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3, 4, . Ground staff, Coaches</li> <li>6. Athletes, Coaches</li> </ol>
Cage	Athletes, coaches, public – discus escaping due to badly maintained or poorly designed cage	

		5, 8. 7. Coaches Ground staff
Circle	Athletes – slipping due to wet, gritty surface. Injury due to damaged metal rim of circle.	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Make sure the circle surface is in good order, is not cracked or breaking up.</li> <li>2. Make sure the rim of the circle is not damaged.</li> <li>3. Check and keep the circle free of foreign matter.</li> <li>4. Maintain drain holes.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3 Ground staff, Coaches, athletes</li> <li>4 Ground staff</li> </ol>
Implements	Athletes – hand injury due to damaged discus	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure that surface including metal rim of the discus is not damaged in such a way as to cause injury.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Ground staff, Coaches</li> </ol>
Training	Athletes, Coaches, public – to avoid injury during throwing	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure both gates are correctly positioned and locked before each throw.</li> <li>2. All throws shall only take place from the circle, within the cage and be supervised.</li> <li>3. During a throw, Coaches and athletes must stand behind the throwing line. When the sector is clear, a warning horn or agreed signal is given to signify that a throw is about to begin. The warning horn or agreed signal is to be given to warn that a trial is due to commence, especially for the athletes or coaches within or in proximity of the safety sector and only when the athlete is within the cage or its mouth.</li> <li>4. Throws must not commence unless the supervisor signals it is safe to begin. It should be borne in mind that the sounding of the warning horn or agreed signal is to warn those in or adjacent to the sector of an impending throw. It must not be considered to be the sole means of telling the athlete they may commence throwing.</li> <li>5. Discus must be returned by hand carry only.</li> </ol>

		<p>6. Only coaches are allowed forward of the throwing circle.  7. Ensure that coaches and athletes are aware of the need for concentration at all times.</p> <p><b>Control measure responsibilities:</b>  1, 2, 3, 6, 7. Coaches, athletes  4, 5 Coaches</p> <p><b>IF CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
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**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**JAVELIN**

<b><u>HAZARD</u></b>	<b><u>WHO/HOW AFFECTED</u></b>	<b><u>CONTROL MEASURES</u></b>
Runway	Athletes, coaches – slipping, tripping due to wet, worn, damaged surface.	<ol style="list-style-type: none"> <li>1. Examine surface to ensure no worn or damaged areas.</li> <li>2. Regularly clean drainage ducts around runway.</li> <li>3. Regularly clean porous surfaces to allow drainage.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3 Ground staff</li> <li>1 Coaches</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Sector	Athletes, coaches – tripping, slipping due to uneven, wet surface.	<ol style="list-style-type: none"> <li>1. Any holes in the turf must be filled to ground level.</li> <li>2. The grass should be cut prior to training days.</li> <li>3. The central throwing area, or other designated throwing area, must be 'roped' off in accordance with current UKA rules.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3 Ground staff</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Implements	Athletes – loose or damaged grip causing injury. Coaches – impact injury caused by abnormal flight characteristics of bent/bowed javelin.	<ol style="list-style-type: none"> <li>1. Implements must be checked before commencement of any throwing to ensure they are serviceable, particularly the grip and profile.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Ground staff, athletes, coaches</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

<p>Athletes – Injury from slipping on wet, gritty surfaces. Coaches – impact injury, slipping, tripping due to wet, uneven surfaces. Spectators – impact injury. Athletes, coaches – impact injury caused by athletes using javelins for loosening up exercises.</p>	<p>Training</p> <ol style="list-style-type: none"> <li>1. Ensure that runway is free of standing water, excessive dirt or grit.</li> <li>2. Where track kerbing is in the run up line, ensure that this is removed whilst training is in progress. It should be placed in a safe area and it should be replaced after training has ceased.</li> <li>3. Measuring tape (if used) should not encroach on runway</li> <li>4. All throws must be from the runway and only in the direction of the sector</li> <li>5. Javelins are to be returned after throwing by carrying vertically and not by throwing</li> <li>6. Only coaches, or supervised athletes, are to be forward of the throwing line</li> <li>7. All coaches and athletes are aware of the need for concentration at all times.</li> <li>8. When approaching a thrown javelin to mark the point of landing, or retrieve it, coaches or other appointed persons should approach the javelin from the side and not move in towards the pointed tail end of the javelin.</li> <li>9. During a throw, Coaches and athletes stand outside the sector lines or other designated throwing area, behind the thrower. When the sector or other designated throwing area is clear, a warning horn or agreed signal is given to signify that a trial is about to begin. The warning horn or agreed signal is to be given to warn that a throw is due to commence, especially for the athletes or coaches within or in proximity of the safety sector and only when the athlete is on the runway.</li> <li>10. Throws must not commence unless the supervisor signals it is safe to begin. It should be borne in mind that the sounding of the warning horn or agreed signal is to warn those in or adjacent to the sector of an impending throw, it should not be considered to be the sole means of telling the athlete they may commence throwing.</li> </ol> <p><b>Control measure responsibilities:</b>  1, 2, 3, 4, 5, 6, 7, 8, 9, 10 Coaches  2, 3, 4, 6, 7, 9, 10 Athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
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**GENERIC RISK ASSESSMENT**  
**TRAINING**  
**SHOT PUT**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Circle	Athletes, coaches - slipping due to wet, gritty surface. Injury due to damaged metal rim of circle, damaged/loose stop board.	<ol style="list-style-type: none"> <li>1. Ensure that drainage holes are kept clear.</li> <li>2. Ensure that circle is free of dirt, grit and any standing water.</li> <li>3. Examine metal rim to ensure no protrusion or shards of metal.</li> <li>4. Ensure that stop board is not damaged so as to cause injury.</li> <li>5. Ensure that stop board is firm and stable.</li> <li>6. Matting or cloth should be provided for wiping shoes if ground is wet.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3, 4, 5, 6 Ground staff</li> <li>2, 3, 4, 5, 6 Coaches and athletes</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Sector	Athletes, coaches – slipping, tripping due to uneven surface.	<ol style="list-style-type: none"> <li>1. Holes in sector should be filled in after each training session.</li> <li>2. Where relevant the grass should be cut prior to training days.</li> <li>3. Rake ash/shale surface after each training session.</li> <li>4. The safety sector or central throwing area must be roped off in accordance with UKA rules.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3, 4 Ground staff</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Implements	Athletes, coaches - hand injury due to damaged surface of shot.	<ol style="list-style-type: none"> <li>1. All implements used for training must be checked before use.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Ground staff, coaches and athletes</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>



Training	Coaches and athletes - shot impact injury, slipping/tripping on wet, uneven surface.	<p>During training ensure that:</p> <ol style="list-style-type: none"> <li>1. The circle is constantly swept free of standing water and grit.</li> <li>2. Practice trials are not allowed outside the circle.</li> <li>3. All coaches and athletes are aware of the need for concentration at all times.</li> <li>4. Only coaches are allowed forward of the stop board.</li> <li>5. Coaches forward of the stop board should stand outside the sector lines and always face the circle.</li> <li>6. The shot is returned using appropriate apparatus or by carrying and not throwing or rolling.</li> <li>7. Athletes are taught the correct technique.</li> <li>8. Young athletes put only under supervision.</li> <li>9. Athletes are taught to undertake adequate warm up.</li> <li>10. Athletes are aware of the appropriate footwear.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3, 4, 5, 6, 7, 8, 9, 10 Coaches</li> <li>2, 3, 6 Athletes</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
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**GENERIC RISK ASSESSMENT**  
**TRACK EVENTS**  
**COMPETITION**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Weather	Athletes and Officials - Cuts and Strains from slipping on slippery track.	<p>1. Porous surface should be cleaned regularly to allow drainage.</p> <p>2. Ensure adequate maintenance and regular inspection.</p> <p>3. Drains on nonporous surfaces should be cleaned regularly to allow drainage.</p> <p><b>Control Measure Responsibilities:</b> 1, 2, 3 Ground Staff</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <p><b>Note:</b> <b>Should the track become covered in ice the competition should cease as the risk would increase to HIGH.</b></p>
Time of Day/lighting conditions	Athletes - Injury from not being able to see event layout	<p>1. If installed ensure adequate flood lighting.</p> <p><b>Control Measure Responsibilities:</b> 1. Ground Staff, Officials</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Officials and Other Athletes	Athletes - Cuts and Strains from collisions with other persons.	<p>1. An announcement should be made prior to the start of an event that it is about to take place.</p> <p>2. Starting officials should be positioned at an adequate distance away from the start.</p> <p><b>Control Measure Responsibilities:</b> 1, 2 Officials</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**TRACK EVENTS**

<b><u>HAZARD</u></b>	<b><u>WHO/HOW AFFECTED</u></b>	<b><u>CONTROL MEASURES</u></b>
Track/kerb	Athletes and Officials - Injuries from slipping/tripping due to worn out track and loose kerbing	<ol style="list-style-type: none"> <li>1. Ensure track is level, free of holes and swept regularly to remove debris e.g. stones.</li> <li>2. Porous surface should be cleaned regularly to allow drainage.</li> <li>3. Ensure adequate maintenance and regular inspection.</li> <li>4. Where removable kerbs are in place, any exposed ends should be covered and where sections join together they should be secured.</li> <li>5. Athletes should wear adequate footwear.</li> </ol> <p><b>Control Measure Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3, 4 Ground Staff</li> <li>4 Officials</li> <li>5 Athletes, Coaches</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**100M, 200m, 400m**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Starting Blocks	Athletes - Cuts and Strains from Slipping/ Tripping due to incorrect positioning of blocks, or worn/poorly maintained blocks	<ol style="list-style-type: none"> <li>1. If used ensure starting blocks are correctly positioned in each lane and firmly secured onto the track.</li> <li>2. Ensure adequate maintenance and regular inspection.</li> <li>3. They should be inspected by an official before use.</li> </ol> <p><b>Control Measure Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Athletes</li> <li>2. Ground Staff and/or athletes</li> <li>3. Officials</li> </ol>
Start	Athletes - Cuts and Strains due to collision with other athletes encroaching into other lanes.	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. If used ensure starting blocks are correctly positioned in each lane and firmly secured onto the track.</li> </ol> <p><b>Control Measure Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Athletes and Officials</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**COMPETITION**

**800m, 1500m, 3000m, 5000m, 10000m**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Track/Kerb	Athletes and officials – Injuries from slipping/tripping due to incorrect positioning of removed kerbing	<p>1. Lengths of kerbing that have been moved to facilitate steeplechase, high jumping or javelin throwing should be placed in a safe area. They should be replaced after steeplechase, high jump and javelin have ceased.</p> <p><b>Control Measure Responsibilities:</b></p> <p>1. Ground Staff, Clerks of Course, Track Referee, Field Referee</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Start	Athletes - Cuts and Strains due to collision with other athletes.	<p>1. Athletes should line up in an orderly fashion so as not to jostle or obstruct other competitors or impede progress.</p> <p><b>Control Measure Responsibilities:</b></p> <p>1. Athletes and Officials</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**COMPETITION**

**100m, 110m and 400m, Hurdles**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Starting Blocks	Athletes – Injuries from slipping/tripping due to incorrect positioning of blocks, of worn/poorly maintained blocks.	<ol style="list-style-type: none"> <li>1. If used, ensure starting blocks are correctly positioned in each lane and firmly secured onto the track.</li> <li>2. Ensure adequate maintenance and regular inspection.</li> <li>3. They should be inspected by an official before use.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Athletes and officials</li> <li>2. Ground staff/athletes</li> <li>3. Officials</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Start	Athletes – Injuries due to collision with other athletes encroaching into other lanes.	<ol style="list-style-type: none"> <li>1. If used ensure starting blocks are correctly positioned in each lane and firmly secured onto the track.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Athletes and officials</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Hurdles	Athletes – Injury from colliding with hurdles	<ol style="list-style-type: none"> <li>1. Weight adjustable hurdles must be correctly set.</li> <li>2. The mechanism for fixing the hurdles               <ol style="list-style-type: none"> <li>a. At the required height and</li> <li>b. Positioning the counter balance weight, should be lubricated and well maintained.</li> </ol> </li> <li>3. Damaged hurdles must be replaced.</li> <li>4. Ensure adequate maintenance and regular inspection.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Officials</li> <li>2, 3, 4 Ground staff</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**STEEPLECHASE**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Track/Kerb	Athletes	<p>1. <u>Kerbing</u>. Removable kerbs must be in place, except for the approach to and exit from the water jump, with protruding edges covered and sections securely fixed down. In the vicinity of the water jump cones must be used to provide track edge markings until water jump comes into use in competition. When not in use cones and removable kerbs to be kept safely away from athletes and officials</p> <p><b><u>Control measure responsibilities:</u></b></p> <p>1. Clerk of course, Ground staff</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Water Jump	Athletes, officials – Injuries from slipping/tripping if landing surface is defective. Injury from loose/defective top rail of barrier and/or loose fixings of barrier uprights.	<p>1. Ensure water jump is full, i.e. water is level with track surface and free from debris.</p> <p>2. Regularly inspect lining material to bottom of water jump for splits, bubbles etc and repair any defects.</p> <p>3. Check barrier top rail for secure fixings and that surfaces are not damaged so as to not cause injury.</p> <p>4. Check uprights of barrier in ground for secure fixing (particularly check adjustable barriers for correct and secure fixing of adjusting pins).</p> <p>5. Ensure water supply tap is concealed with a manhole cover to prevent unauthorised use and risk of injury to athletes.</p> <p>6. The water jump should be kept empty except when in use.</p> <p>7. Clean and disinfect when necessary.</p>

		<p><b>Control measure responsibilities:</b></p> <p>1, 2, 3, 4, 6, 7 Ground staff  1 Clerk of course or officials  5 Ground staff, Officials</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Start	Athletes – Injury due to collision resulting from overcrowding.	<p>1. Marksmen should ensure adequate positioning of athletes on start line and the formation of another row(s) if number of competitors so requires.  2. It is recommended that the first hurdle taken in the race should be at least 5m in width.</p> <p><b>Control measure responsibilities:</b></p> <p>1. Marksmen  2. Ground staff, Clerk of Course</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Barriers (Fixed & portable)	Athletes, officials, Ground staff – Injury from defective structures and from incorrect handling/lifting.	<p>3. Check barrier top rail for secure fixings and that surfaces are not damaged so as to cause injury and check uprights of barrier in ground for secure fixing (particularly check adjustable barriers for correct and secure fixing of adjusting pins).  4. Carry out manual handling safe practice when placing barriers in position on track and on removing them when event is concluded.</p> <p><b>Control measure responsibilities:</b></p> <p>1, 2 Ground staff  2 Clerk of course, Track officials, Track personnel.</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>



## ADDITIONAL POINTS FOR TRACK EVENTS

### COMPETITION

#### GENERAL

1. Should there be a need for drinks to be provided during an event, the station should be positioned so as not to constitute a hazard.
2. Lengths of kerbing that have been moved to facilitate high jumping or javelin throwing must be placed in a safe area. They must be replaced after the event has ceased. See also 3000m steeplechase competition.
3. In 400m races, starting blocks must be removed from the track before each race finishes.
4. Cones used to mark the edge of the track must be carefully positioned so as not to cause a tripping hazard.

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
800m Break Line	Athletes – Injuries due to collision with other athletes	1. Ensure that the break line is adequately identified.  <b>Control measure responsibilities:</b> 1. Officials, Ground staff, Clerk of Course  <b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b>

**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**HIGH JUMP**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Track (Run Up)	Athletes and officials – slipping/tripping due to worn out track, stands falling over or track kerbing being in the run up line.	<ol style="list-style-type: none"> <li>1. Ensure run up area is level, free of holes and swept regularly to remove debris, e.g. stones.</li> <li>2. Porous surface should be cleaned regularly to allow drainage.</li> <li>3. Athletes should wear suitable footwear.</li> <li>4. Ensure adequate maintenance and regular inspection.</li> <li>5. Any kerbing removed for competition must be stored in a safe place.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 4, 5, Ground staff</li> <li>3, Athletes and officials</li> <li>5, Officials</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Bed units must be made of foam, securely fastened together and must conform in size to the official specification. The entire area must be covered by an attached spike proof wear sheet.</li> <li>2. Where beds are placed on other objects such as timber pallets, these should be not more than 100mm. high and must not protrude beyond the edges of the landing areas. In addition the front surface of the pallets must be blocked off so that there is no possibility of an athlete's foot penetrating underneath.</li> <li>3. Ensure adequate maintenance and regular inspection with particular attention to impacted foam.</li> <li>4. Athletes should not wear jewellery or other objects which might cause injury.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2 Ground staff and officials</li> <li>3, Ground staff</li> </ol>
Landing Area	Athletes – Injuries from poorly maintained beds.	

		<p>4 Officials, Athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Stands	Athletes and officials – Injuries from being struck by stands. Athletes – Injuries from running into or landing on fallen stands.	<ol style="list-style-type: none"> <li>1. Bases must be stable and joined onto the upright.</li> <li>2. Crossbar supports should face each other and must be easily adjusted with clamping screws lubricated.</li> <li>3. Ensure adequate maintenance and regular inspection.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 3, Ground staff</li> <li>2. Officials, Ground staff</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Cross Bar	Athletes – Injuries from splinters and sharp edges	<ol style="list-style-type: none"> <li>1. Bars must be undamaged and free of splinters. Only bars as defined in the rules must be used.</li> <li>2. Ensure adequate maintenance and regular inspection.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Ground staff and officials</li> <li>2. Ground staff</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Weather	Athletes and officials – Injuries from slipping on slippery run up area. Athletes – Injuries due to coldness and reduction in body temperature from wet landing beds.	<ol style="list-style-type: none"> <li>1. Ensure run up area is level and free of holes.</li> <li>2. Porous surface should be cleaned regularly to allow drainage.</li> <li>3. Ensure adequate maintenance and regular inspection.</li> <li>4. Ensure bed is covered with a waterproof cover to prevent rain ingress.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3, 4 Ground staff</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

		<p><b>Note:</b> Should run up become covered in snow/ice the competition should cease as the risk would increase to HIGH.</p>
Event	Athletes – injury from collision with other athletes	<p>1. Ensure each athlete jumps in turn and does not encroach on other athletes runs ups whilst waiting their turn. Athletes whose approach runs conflict with other events should be aware of potential collisions.</p> <p><b>Control measure responsibilities:</b></p> <p>1. Officials, Athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Surrounds and scoreboards	Athletes – Injuries from falling onto concrete surrounds of bed or striking scoreboards.	<p>1. Any hard surface within 2m of the sides and rear of the bed must be covered with an impact absorbing material with a critical fall height of 1.5m. or suitable additional matting.</p> <p>2. There should be no objects such as scoreboards placed within 1m. of the sides and rear of the bed.</p> <p><b>Control measure responsibilities:</b></p> <p>1, 2 Ground staff, officials</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**POLE VAULT**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Run Up	Officials, athletes, coaches. Injuries due to worn or damaged track, collisions due to athletes, coaches, officials crossing run up.	<ol style="list-style-type: none"> <li>1. Ensure run up is free of holes and swept regularly to remove debris, e.g. stones.</li> <li>2. Porous surface should be cleaned regularly to allow drainage.</li> <li>3. Encourage athletes to wear adequate footwear, e.g. spikes</li> <li>4. Ensure adequate maintenance and regular inspection.</li> <li>5. Ensure run up is kept clear when vaulters are about to start their approach.</li> <li>6. Any raised surfaces must be clearly identified.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1,2, 4, 6 Ground staff</li> <li>3 Athletes, Coaches</li> <li>5 Officials, Athletes</li> </ol>
Landing area	Athletes – injuries from poorly maintained landing area.	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Bed units must be made of foam and securely fastened together. The entire area must be covered by an attached spike proof wear sheet.</li> <li>2. Where the landing area is placed on other objects , such as pallets, these should not be more than 100mm. high and must not protrude beyond the edges of the landing areas. In addition the front surface of the pallets beyond the box must be blocked off so that there is no possibility of the pole or athlete's foot penetrating underneath.</li> <li>3. Ensure adequate maintenance and regular inspection with particular reference to impacted foam, tears and holes.</li> <li>4. Ensure that beds are the correct size.</li> <li>5. Ensure that the slope away around the box conforms to the correct specification.</li> <li>6. There is sufficient protection for the vaulter as detailed in the Rules.</li> </ol>

		<p><b>Control measure responsibilities:</b>  1, 2, 4, 6 Officials  1,2,3,4,5 Ground staff  3,5,6 Athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
The Box	Athletes – injuries and pole damage – box damaged, not flush with run up, incorrect back plate angle	<p>1. Ensure adequate maintenance and regular inspection.  2. Ensure box meets correct specification.  3. Ensure that the box is clearly visible.</p> <p><b>Control measure responsibilities:</b>  1, 2, 3, Ground staff  2, 3 Officials</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
The Stands	Athletes, officials – injuries from falling stands, collision into stands.	<p>1. Winders and lower section of stands should be protected with foam or similar padding.  2. Base must be well secured.</p> <p><b>Control measure responsibilities:</b>  1,2 Ground staff, officials</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

Crossbar	Athletes, officials – injuries from falling bar or falling onto bar	<p>1. Bars must be undamaged and free from splints. Only bars as specified are to be used.</p> <p>2. Ensure adequate maintenance and regular inspection.</p> <p>3. Be aware of falling bar.</p> <p><b>Control measure responsibilities:</b></p> <p>1,3 Officials 3 Athletes 1,2 Ground staff</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Poles	Athletes, officials – injuries from pole breaking or falling onto officials.	<p>1. Regularly check poles for damage.</p> <p>2. Prevent poles dropping onto hard surfaces.</p> <p>3. If possible, poles should be caught after each vault.</p> <p>4. Be aware of falling poles.</p> <p><b>Control measure responsibilities :</b></p> <p>1. Athletes and coaches 2, 3, 4 Officials 4. Athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Weather	Athletes, officials – strains from slipping on wet surfaces, hands slipping from poles, vaulters unable to land on beds due to strong adverse winds.	<p>1. Ensure run up is level, is swept regularly and is free from water.</p> <p>2. Avoid vaulting into the wind if possible.</p> <p>3. Encourage athletes to wear adequate footwear, e.g. spikes.</p> <p>4. Ensure bed is covered with a waterproof cover to prevent rain ingress, when not in use.</p> <p>5. Ensure that vaulters are competent enough to deal with adverse weather conditions.</p> <p><b>Control measure responsibilities:</b></p> <p>1. Ground staff 1,2 Officials 3, 5 Coaches, team officials</p>

	4	Ground staff	<b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b>
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Event	Athletes – injuries from unorthodox technique, inadequate warm up or collision with other athletes.	<p>1. Ensure supervision of athletes during warm up.</p> <p>2. Ensure run up is kept clear when athletes are waiting.</p> <p>3. Athletes should not wear jewellery or other objects which might cause injury.</p> <p>4. Ensure vaulters are sufficiently competent to avoid injury to themselves and others.</p> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Officials</li> <li>2. Athletes, Officials</li> <li>3. Athletes, Officials</li> <li>4. Athletes, Team officials, Coaches</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Time of Day	Athletes, officials – injury from inability to see well enough.	<p>1. Ensure adequate floodlighting at night.</p> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Officials</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Surrounds	Athletes – injury from falling on to hard surface or objects near landing area.	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Any hard surface from the centre of the box 5m. to the front and sides and 7m. to the rear must be covered with an impact absorbing material for a critical fall height of 1.5m. or suitable additional matting, and must have no obstructions onto which an athlete might fall. Existing fences within this area should be either re-located or covered in suitable padding.</li> <li>2. There must be no obstructions within 1m. of any runway or landing area.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1,2. Officials</li> <li>1. Ground staff, Officials</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**LONG/TRIPLE JUMP**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Runway	<p>Athletes – slipping, tripping due to worn damaged surface.</p> <p>Officials – injuries due to collision with athletes.</p> <p>Athletes – injury due to collision with each other or officials</p>	<ol style="list-style-type: none"> <li>1. Examine runway to ensure no worn or damaged areas.</li> <li>2. Regularly clean porous surfaces.</li> <li>3. Sweep runway regularly to remove any excess water and/or grit.</li> <li>4. Ensure that no obstructive check marks are placed on runway.</li> <li>5. Warm up jumps must be supervised.</li> <li>6. Ensure that control measures are in place to ensure athletes compete in correct order and only when runway is clear.</li> <li>7. Ensure that measuring tapes do not encroach onto runway.</li> <li>8. Any raised surfaces must be clearly identified.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2 Ground staff</li> <li>3, 4, 5, 6, 7 Officials</li> </ol>
Take off boards and blanking boards	<p>Athletes – Injury due to unstable, ill fitting take off/blanking boards.</p> <p>Slipping off top of no jump indicator insert blanking boards.</p> <p>Officials – back strain and hand injury due to lifting ill-fitting, tight fitting insert boards and blanking boards. Use of incorrect lifting implements</p>	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Insert board recesses must be cleaned regularly.</li> <li>2. Adjustable bolts within recesses must be cleaned and lubricated regularly.</li> <li>3. Adjustable bolts on insert and blanking boards must be cleaned and lubricated regularly.</li> <li>4. Ensure that take-off board, no jump indicator insert board, and no jump indicator insert blanking boards are made of wood or wood composite, soft enough so as to absorb the impact of spikes.</li> <li>5. Ensure that insert boards and blanking boards are capable of being adjusted so as to be stable and level with runway.</li> <li>6. Ensure that no jump indicator insert boards and no jump indicator insert blanking boards fit adequately without being too difficult to remove.</li> <li>7. Ensure that board lifting implements are available and suitable for the purpose of lifting the boards.</li> </ol>

		<p><b>Control measure responsibilities:</b>  1, 2, 3, 4, 5, 6, 7 Ground staff  4, 5, 6, 7 Clerk of Course or Referee</p>
Landing area	<p>Athletes – Injury due to compacted sand and extraneous material.  Collision with concrete edging of landing area.  Collision with fixed barriers too close to end of landing area.</p>	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure that only sand that will not cause injury to an athlete is used.</li> <li>2. Ensure that sand is dug over.</li> <li>3. Check that landing area is free of dangerous extraneous material and other contaminants.</li> <li>4. The edges of the landing areas should be covered with an impact absorbing material or rounded off.</li> <li>5. The area 12m. beyond the centre of the long and triple jump take-off boards and 1m. from the edge of the sand pit should have no obstructions.</li> <li>6. The landing area should be covered when not in use.</li> <li>7. Rakes and brushes used for levelling and cleaning should be kept away from landing area and that prongs of rakes should face the ground.</li> </ol> <p><b>Control measure responsibilities:</b>  1, 2, 3, 4, 5, 6, 7 Ground staff  1, 2, 3, 4, 5 Clerk of Course or Referee</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

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## **SAFETY PROCEDURES FOR LONG THROWING EVENTS**

### **GENERAL CONSIDERATIONS**

1. Event organisers, meeting managers, referees should ensure that the long throwing events are programmed so as not to present a hazard to other events.
2. The meeting manager or organiser should ensure that all personnel who are liable to enter the infield are made aware of all safety considerations.
3. At least one of the event judges should be suitably qualified.
4. If persons who are not suitably qualified are used they must be instructed in the safety procedures before the start of their duties.

### **EVENT PROCEDURE**

1. Prior to the competition all competitors should be made aware of the safety procedures.
2. Competitors should be called up in 2s or 3s i.e. Number 15 to throw, 27 to get ready, 9 to follow etc.
3. The event leader must first check that the circle or runway is clear.
4. The event leader must stand with the athlete at the entrance to the cage for hammer and discus; and for javelin the official must stand on the runway while the athlete takes up his/her starting position.
5. The event leader must sound a warning horn to alert the officials on that event that a throw is imminent.
6. When all officials and other personnel in the danger zone have acknowledged the sounding of the horn the athlete should be permitted to take up position in the circle or on the runway to commence their throw and the time will begin at this point.
7. Once the throw has been taken and the measurement recorded the procedure is repeated for each athlete throughout the competition.
8. All safety procedures must also be followed during warm up.

### **IMPLEMENT RETRIEVAL**

During warm up and competition, the retrieval of implements will be undertaken by event officials. If there are insufficient officials the athletes will be directed by the event leader to retrieve implements at the end of a round or as appropriate. Any system of event retrieval must take place under the control of the event leader.

**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**DISCUS**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Sector	Athletes, officials – collision with implement and/or tripping due to poor condition of infield. Safety sector not established.	<ol style="list-style-type: none"> <li>1. The central throwing area safety sector must be ‘roped off’ in accordance with current UKA rules.</li> <li>2. Ensure that holes in sector or infield made by implement landing are filled level with the ground.</li> <li>3. Ensure that all non-associated persons are not within or in the vicinity of the safety sector before throws commence.</li> <li>4. The grass should be cut prior to the competition day.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1,4 Ground staff</li> <li>2. Ground staff, Officials</li> <li>3. Officials</li> </ol>
Cage	Athletes, officials, public – discus escaping due to badly maintained or poorly designed cage	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure that cage is constructed and erected in accordance with UKA specifications.</li> <li>2. Netting must be checked regularly to ensure no damage to the net structure.</li> <li>3. Netting should be secured or ballasted at ground level as appropriate.</li> <li>4. Make sure that netting hangs vertically from gallows arms and is not tied to the uprights, particularly at the mouth.</li> <li>5. Check that netting tension, when erected, has sufficient retardation and minimal bounce.</li> <li>6. A safe distance from the netting must be maintained.</li> <li>7. Annually check cord netting by removing one of the “telltale” lengths of cord and check it to ensure the continued viability of the netting (reference UK Athletics Handbook “Rules of Competition”).</li> <li>8. Ensure that gates, where fitted, are locked in the open position.</li> </ol> <p><b>Control measure responsibilities:</b></p>

		1, 2, 3, 4, Ground staff, Officials 6 Athletes, Officials 5, 8 Officials 7 Ground staff
Circle	Athletes – slipping due to wet, gritty surface. Injury due to damaged metal rim of circle.	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure that the circle surface is in good order, is not cracked or breaking up.</li> <li>2. Ensure that the rim of the circle is not damaged</li> <li>3. Check and keep the circle free of foreign matter</li> <li>4. Maintain drain holes</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3 Ground staff, officials, athletes</li> <li>4 Ground staff</li> </ol>
Implements	Athletes – hand injury due to damaged discus	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure that surface including metal rim of the discus is not damaged in such a way as to cause injury.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Ground staff, officials.</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure both gates are correctly positioned and locked before each throw.</li> <li>2. All throws shall only take place from the circle, within the cage and be supervised.</li> <li>3. During a trial, officials should stand outside the sector lines and must face the thrower. The warning horn is to be sounded to warn that a trial is due to commence, especially for the officials within or in proximity of the safety sector.</li> <li>4. Throws must not commence unless the supervisor signals that it is safe to begin. It should be borne in mind that the sounding of the warning horn is to warn those in or adjacent to the sector of an impending throw. It must not be considered to be the sole means of telling the athlete they may commence throwing.</li> <li>5. Discus must be returned by being carried in the hand only.</li> </ol>
Competition	Athletes, officials, public – to avoid injury during throwing	

		<p>6. Only officials are allowed forward of the throwing circle.</p> <p>7. Officials and athletes must be aware of the need for concentration at all times.</p> <p>8 Officials should not run to mark discus landing point in wet, slippery conditions.</p> <p><b>Control measure responsibilities:</b></p> <p>1, 2, 6, 7 Officials, athletes</p> <p>3, 4, 5, 8 Officials</p> <p><b>IF CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
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**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**HAMMER**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Sector	Athletes, officials - collision with implement and/or tripping due to poor condition of infield. Safety sector not established	<ol style="list-style-type: none"> <li>1. The central throwing area safety sector must be 'roped' off in accordance with current UKA rules.</li> <li>2. Holes in sector or infield made by hammer landing should be filled level with the ground.</li> <li>3. Ensure that all non-associated persons are not within or in the vicinity of the safety sector before throws commence.</li> <li>4. Grass should be cut.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1,4 Ground staff</li> <li>2. Ground staff, officials</li> <li>3. Officials</li> </ol>
Cage	Athletes, officials, public – hammer escaping due to badly maintained or poorly designed cage.	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Ensure that cage is constructed and erected in accordance with UKA specifications.</li> <li>2. Netting must be checked regularly to ensure no damage to the net structure.</li> <li>3. Netting should be secured or ballasted at ground level as appropriate.</li> <li>4. Make sure that netting hangs vertically from gallows arms and is not tied to the uprights, particularly at the mouth where the distance should not exceed 6m.</li> <li>5. Check that netting tension, when erected, has sufficient retardation and minimal bounce.</li> <li>6. A safe distance from the netting must be maintained.</li> <li>7. Ensure that the ends of hammer wires are taped to minimise damage to the netting.</li> <li>8. Annually check of cord netting by removing one of the "telltale" lengths of cord and checking it to ensure the continued viability of the netting (reference</li> </ol>



		<p>UK Athletics Handbook “Rules of Competition”).</p> <p><b>Control measure responsibilities:</b></p> <p>1, 2, 3, 4, Ground staff, Officials  6 Athletes, Officials  5 Officials  7 Athletes, Officials, Ground staff  8 Ground staff</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Gates	Athletes, officials, public	<p>1. Check that the gates can move freely and can be secured in both their open and closed positions.</p> <p>2. Make sure that the netting is not holed and is in good condition.</p> <p>3. Check netting tension, when erected, has sufficient retardation and minimal bounce, particularly when the gates are bolted in position.</p> <p>4. The gates must be set for all hammer throws and adjusted for left and right handed throwers in accordance with UKA Rules (reference UK Athletics Handbook “Rules of Competition”).</p> <p><b>Control measure responsibilities:</b></p> <p>1, 2, 3 Ground staff, officials  4, Athletes, officials</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

<p>Implements</p>	<p>Athletes, officials, public – hammer should be serviceable to avoid unforeseen and uncontrolled failures and likelihood of injury.</p>	<p>1. Implements must be checked before commencement of any throwing to ensure they conform to UK Rules (reference UK Athletics Handbook “Rules of Competition”) and that they are serviceable, particularly the handle, the wire and the swivel assembly.</p> <p><b>Control measure responsibilities:</b></p> <p>1 Ground staff, officials, athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
<p>Circle</p>	<p>Athletes – slipping due to wet, gritty surface. Injury due to damaged metal rim of circle or inserts when used.</p>	<p>1. Ensure that the surface circle is in good order, is not cracked or breaking up.  2. Ensure that the rim of the circle is not damaged.  3. Ensure that the hammer circle insert ring (concentric circle), if used, is in good order, fits snugly and has no protrusions, especially where it forms the rim.  4. Check and keep the circle free of foreign matter.  5. Maintain drain holes.</p> <p><b>Control measure responsibilities :</b></p> <p>1,2,3,4 Ground staff, Officials  5 Ground staff</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
<p>Competition</p>	<p>Athletes, officials, public – to avoid injury during throwing</p>	<p>1. Ensure both gates are correctly positioned and locked before each throw.  2. All throws shall only take place from the circle, within the cage and be supervised.  3. During a trial, ensure that officials stand outside the sector lines facing the thrower. The warning horn is to be sounded to warn that a trial is due to commence, especially for the officials within or in the proximity of the safety</p>

		<p>sector.</p> <ol style="list-style-type: none"> <li>4. Throws must not commence unless the supervisor signals it is safe to begin. It should be borne in mind that the sounding of the warning horn is to warn those in or adjacent to the sector of an impending throw, it should not be considered to be the sole means of telling the athlete they may commence throwing.</li> <li>5. Hammer must be returned by hand only.</li> <li>6. Only officials are allowed forward of the throwing circle.</li> <li>7. Ensure that officials and athletes are aware of the need for concentration at all times.</li> <li>8. Officials should not run to mark Hammer landing point in wet, slippery conditions.</li> </ol> <p><b>Control measure responsibilities:</b>  1, 2, 3, 8 Officials, athletes  4, 5, 6, 7, 9 Officials</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Gloves	Athletes – injury to hands	<ol style="list-style-type: none"> <li>1. Gloves, if worn, should give adequate protection; alternatively if optional protection is used it should provide sufficient protection and not become a hazard.</li> </ol> <p><b>Control measure responsibilities:</b>  1. Officials, athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**JAVELIN**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Runway	Athletes, officials – slipping, tripping due to wet, worn, damaged surface.	<ol style="list-style-type: none"> <li>1. Examine of surface to ensure no worn or damaged areas.</li> <li>2. Regularly clean of drainage ducts around runway.</li> <li>3. Regularly clean porous surfaces to allow drainage.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3 Ground staff</li> <li>1 Officials</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Sector	Athletes, officials – tripping, slipping due to uneven, wet surface.	<ol style="list-style-type: none"> <li>1. Ensure that any holes in turf are filled to ground level.</li> <li>2. The grass should be cut prior to day of competition.</li> <li>3. The central throwing area must be ‘roped’ off in accordance with UKA specifications.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3 Ground staff</li> <li>1, 3 Officials</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Implements	Athletes – loose or damaged grip causing injury. Officials – impact injury caused by abnormal flight characteristics of bent/bowed javelin.	<p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p> <ol style="list-style-type: none"> <li>1. Implements must be checked before commencement of any throwing to ensure they conform to UKA Rules (reference UK Athletics Handbook “Rules of Competition”) and that they are serviceable, particularly the grip and profile.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Ground staff, athletes, officials</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

<p>Competition</p>	<p>Athletes – Injury from slipping on wet, gritty surfaces.          Officials – impact injury, slipping, tripping due to wet, uneven surfaces.          Spectators – impact injury.          Athletes, officials – impact injury caused by athletes using javelins for loosening up exercises.</p>	<ol style="list-style-type: none"> <li>1. Ensure runway is free of standing water, excessive dirt or grit.</li> <li>2. Where track kerbing is in the run up line, ensure that this is removed before the event. It must be placed in a safe area and must be replaced after the event has ceased.</li> <li>3. Measuring tape must not encroach on runway</li> <li>4. All throws must be from the runway and only in the direction of the sector</li> <li>5. Javelins are to be returned after throwing by carrying vertically and not by throwing.</li> <li>6. Only officials are to be forward of the throwing line</li> <li>7. Ensure that all officials and athletes are aware of the need for concentration at all times.</li> <li>8. Officials must not run in order to mark the point of landing if conditions are wet or slippery.</li> <li>9. When approaching a thrown javelin to mark the point of landing, or retrieve it, officials should approach the javelin from the side and not move in toward the pointed tail end of the javelin.</li> <li>10. During a trial, officials must stand outside the sector lines facing the thrower. When the sector is clear of officials, a warning horn is sounded to signify that a trial is about to begin. The warning horn is to be sounded to warn that a trial is due to commence, especially for the officials within or in proximity of the safety sector.</li> <li>11. Throws must not commence unless the supervisor signals it is safe to begin. It should be borne in mind that the sounding of the warning horn is to warn those in or adjacent to the sector of an impending throw, it must not be considered to be the sole means of telling the athlete they may commence throwing.</li> </ol> <p><b>Control measure responsibilities:</b>          1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 Officials          2, 3, 4, 7, 10, 11 Athletes</p> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
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**GENERIC RISK ASSESSMENT**  
**COMPETITION**  
**SHOT PUT**

<u>HAZARD</u>	<u>WHO/HOW AFFECTED</u>	<u>CONTROL MEASURES</u>
Circle	Athletes, officials - slipping due to wet, gritty surface. Injury due to damaged metal rim of circle, damaged/loose stop board.	<ol style="list-style-type: none"> <li>1. Ensure that drainage holes are kept clear.</li> <li>2. Ensure that circle is free of dirt, grit and any standing water.</li> <li>3. Examine metal rim to ensure no protrusion or shards of metal.</li> <li>4. Ensure that stop board is not damaged so as to cause injury.</li> <li>5. Ensure that stop board is firm and stable.</li> <li>6. Matting or cloth should be provided for wiping shoes if ground is wet</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3, 4, 5, 6 Ground staff</li> <li>2, 3, 4, 5, 6 Athletes</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Sector	Athletes, officials- slipping, tripping due to uneven surface.	<ol style="list-style-type: none"> <li>1. Where relevant grass should be cut.</li> <li>2. Rake ash/shale surface after each training session.</li> <li>3. The safety sector or central throwing area must be roped off in accordance with UKA rules.</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1, 2, 3 Ground staff</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>
Implements	Athletes, officials – hand injury due to damaged surface of shot.	<ol style="list-style-type: none"> <li>1 All implements used must be checked before use</li> </ol> <p><b>Control measure responsibilities:</b></p> <ol style="list-style-type: none"> <li>1 Officials and athletes</li> </ol> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>

<p>Competition</p>	<p>Officials - shot impact injury, slipping/tripping on wet, uneven surface.</p>	<p>During competition ensure that:</p> <ol style="list-style-type: none"> <li>1. The circle is constantly swept free of standing water and grit.</li> <li>2. Practice trials are not allowed outside the circle.</li> <li>3. All officials and athletes are aware of the need for concentration at all times.</li> <li>4. Only officials are allowed forward of the stop board.</li> <li>5. Officials forward of the stop board should stand outside the sector lines and always face the circle.</li> <li>6. The shot is returned using the appropriate apparatus or by carrying and not throwing or rolling.</li> <li>7. When rotational throwers are putting ensure that all persons in the vicinity are at a safe distance.</li> </ol> <p><b>Control measure responsibilities:</b></p> <table style="margin-left: 20px;"> <tr> <td>1, 2, 3, 4, 5, 6, 7</td> <td>Officials</td> </tr> <tr> <td>2, 3</td> <td>Athletes</td> </tr> </table> <p><b>IF ADEQUATE CONTROL MEASURES ARE IMPLEMENTED, THEN RISK LOW.</b></p>	1, 2, 3, 4, 5, 6, 7	Officials	2, 3	Athletes
1, 2, 3, 4, 5, 6, 7	Officials					
2, 3	Athletes					