

**Risk Assessment: KS1 & Reception Fun Run**  
**Hipswell Primary School – Hosted by ML Sports and Fitness**

**Date of Event:** 1st July 2025

**Location:** Hipswell Primary School

**Assessor Name:** Matthew Brown

**Date of Assessment:** 30 June 2025

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**Hazard Identification & Risk Assessment**

<b>Hazard</b>	<b>Who Might Be Harmed?</b>	<b>Risk Level (L/M/H)</b>	<b>Control Measures</b>
<b>Slips, Trips &amp; Falls</b>	Children, Staff, Spectators	Medium	- Ensure the running surface is even and free from obstacles.- Conduct a pre-run inspection of the course.- Supervise children to ensure safe running behavior.- First aid available on-site.
<b>Weather Conditions (Heat, Cold, Rain)</b>	Children, Staff	Medium	- Check weather forecast in advance.- Ensure children are appropriately dressed.- Provide water breaks in warm conditions.- Modify or postpone the event if weather is extreme.
<b>Dehydration/Exhaustion</b>	Children	Medium	- Encourage hydration before, during, and after the run.- Allow rest breaks if needed.- Monitor for signs of fatigue and overheating.
<b>Collisions with Other Runners</b>	Children	Medium	- Stagger start times to prevent overcrowding.- Clearly mark running lanes or boundaries.- Encourage safe running practices.
<b>Lost or Unsupervised Children</b>	Children	Low	- Assign staff to supervise designated areas.- Conduct headcounts before and after the event.- Use bibs for easy identification.

<b>Injury from Uneven or Hard Surfaces</b>	Children	Medium	- Run on grass or soft surfaces where possible.- Ensure appropriate footwear is worn.- Have first aiders on standby.
<b>Medical Emergency (e.g., Asthma, Allergic Reaction)</b>	Children	Medium	- Ensure emergency contact details are available.- Have a first aid kit on-site.- Staff to be briefed on medical conditions of participants.
<b>Parental/Guardian Supervision &amp; Spectator Safety</b>	Spectators	Low	- Designated spectator areas.- Clear signage for entry and exit points.- Monitor crowd control.
<b>Use of Equipment &amp; Obstacles</b>	Children	Medium	- Ensure all equipment is age-appropriate and checked for safety before use.- Secure obstacles to prevent movement or tipping.- Provide clear instructions on how to safely navigate obstacles. Have staff positioned at key points to assist and supervise.

### Emergency Procedures:

1. **First Aid:** First aiders will be present with a fully stocked first aid kit. Any injuries will be recorded and reported to parents/guardians.
2. **Lost Child Procedure:** In the event of a missing child, staff will conduct a search while keeping other children supervised. Parents and relevant authorities will be informed if necessary.
3. **Severe Weather Protocol:** If conditions become unsafe, the event will be paused or canceled, and children will be taken to a safe indoor area.
4. **Evacuation Plan:** In case of an emergency, follow the school's evacuation procedure. Staff will direct children and spectators to the nearest safe exit.