

GENERIC RISK ASSESSMENTS FOR INDOOR TRAINING

GENERIC RISK ASSESSMENTS – INDOOR TRAINING

In the following section you will find generic safety guidance risk assessments which highlight some of the common safety hazards associated with Indoor training sessions and the suggested steps required to control the risks.

UKA recommends that every club and venue conducts a risk assessment and it is important that the following generic risk assessments are not just copied and pasted with your facility/club name added at the top as this would not satisfy the legal requirement and would not protect participants. Every venue and event is different so you need to think about the hazards and controls relevant to your facility/session and document accordingly. (Click [here](#) for templates and guidance on carrying out a risk assessment).

Even where the hazards are the same, the control measures you adopt may have to be different from those in the examples to meet the particular conditions of your session/ venue

General Considerations

The more confined area generally associated with indoor athletics will require greater attention being paid.

In view of the fact that athletic training often takes place in halls which are either multi-purpose halls or halls which have not been specifically designed for athletics, particular attention must be paid by facility staff, coaches and athletes to the following, in addition to the outdoor risk assessments which are applicable to indoor training :

1. Uneven, raised and insecure surfaces.
2. The placement of equipment.
3. The risk of collisions.
4. The proximity of walls and ceilings.
5. The conduct of activities.
6. The close proximity of different activities and the consequent danger of collisions.
7. The likely intrusion of non-participants into the training area.
8. The more frequent damage done to equipment which is constantly being moved.
9. The availability of space for any particular activity and the proximity of dividing nets.

Gymnastic Equipment

(Installed in an athletics facility for the use of athletic training)

Facility Staff

General

1. Ensure that all equipment is regularly checked.
2. Suitable matting should be available.
3. Athletes must be supervised at all times by coaches.
4. Only accredited UKA coaches should be allowed to use the equipment.
5. The centre should maintain a list of accredited coaches.
6. A notice with safety instructions should be placed on a nearby wall.
7. Maintain a record of all safety checks.

High Bar

1. Apparatus should be assembled according to the manufacturer's instructions.
2. If stored after use ensure re assembly is by competent persons.
3. Suitable matting should be available when necessary.
4. Regular checks of equipment should be carried out by facility provider and coaches.
5. An annual inspection of the equipment should be carried out by a competent person and details of the inspection should be available during the facility certification inspection.

Ropes

1. Ropes should be kept tied up when not in use.
2. Matting should be made available when in use.
3. Regular checks of equipment should be carried out by facility provider and coaches.
4. An annual inspection of the equipment should be carried out by a competent person and details of the inspection should be available during the facility certification inspection.

Rings

1. Ring ropes and cables should be inspected to ensure they are not damaged or frayed.
2. Pulleys should be free to rotate.
3. An annual inspection of the equipment should be carried out by a competent person and details of the inspection should be available during the facility certification inspection
4. Rings should not be splintered, damaged or slippery.

Wall Bars

1. Wall bars must be inspected regularly to ensure that wall fixings are secure.
2. Regularly inspect wall bars for wear and tear.

Coaches

High Bar

Before use coaches should ensure that equipment is in good order.

- (a) Check cables are in place and secure.
- (b) Check cable tension
- (c) Check for any wear and tear in cables.
- (d) Check uprights have been positioned correctly.
- (e) Check fittings to floor or wall.
- (f) Check bar is not permanently "set" with a bend. Do not reverse bar to remove bend.

During use

- (a) Ensure athletes have the correct equipment for their activities i.e. Chalk, grips, tape etc.
- (b) Ensure that suitable matting is in place.
- (c) Only allow athletes to attempt exercises commensurate with their ability.
- (d) Coaches should not teach complex gymnastic exercises unless they are sufficiently competent.

Ropes

- (a) Always check for any damage to the rope before use and report any wear and tear to the facility staff.
- (b) Always use crash mats under the rope.

Rings

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- (b) Always use crash mats under the rings.
- (c) Only allow athletes to attempt exercises commensurate with their ability.
- (d) Coaches should not teach complex gymnastic exercises unless they are sufficiently competent.

Wall Bars

- (a) Check wall bars for wear and tear before use.

TRACK AND RUNWAYS

HAZARD Track / Runways

WHO/HOW AFFECTED

Athletes - Injury from tripping/falling

CONTROL MEASURES

1. In the case of demountable tracks ensure that the track boards are secure and are set up according to the manufacturers' specifications.
2. Any change of height should be clearly identified.

Control Measure Responsibilities: 1,2 Facility staff

HAZARD Track Surrounds(Barriers)

WHO/HOW AFFECTED

Athletes – Injury from collision with barriers on the outside of the track

CONTROL MEASURES

1. Ensure barriers at the end of the straight are covered with protective foam to prevent direct contact and are secure and that walls are protected where the run off space is limited.
2. Ensure that any protrusions from walls do not present a danger to hurdlers or other athletes.

Control Measure Responsibilities: 1,2 Facility staff

HAZARD Equipment

WHO/HOW AFFECTED

Athletes/Coaches – Injury from tripping and collisions.

CONTROL MEASURES

1. Any moveable equipment and kit must be placed so as not to constitute a hazard to any events or individuals.

Control Measure Responsibilities: 1 Facility staff, Coaches, Athletes

HAZARD Roll up run-ups

WHO/HOW AFFECTED

Athletes, Coaches – Injuries from tripping, slipping

CONTROL MEASURES

1. Ensure that run-ups are secured.
2. Ensure that the run-up is non-slip.
3. Ensure that the run-up is made from synthetic or other acceptable material.
4. Ensure that the run-up does not constitute a trip hazard especially if it is in sections.

Control Measure Responsibilities: 1,2,3,4 Facility staff, Coaches, Athletes

HAZARD Sand Pits**WHO/HOW AFFECTED**

Athletes – Injury from collisions with edges.

Athletes, coaches – Tripping as a result of uneven surfaces

CONTROL MEASURES

1. Ensure that the edges of sand pits do not present a danger to athletes.
2. Ensure that sand pit covers where fitted are maintained so that they are flush with the surrounding athletic surface.
3. 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.

Control Measure Responsibilities:

1	Facility staff, Coaches
2,3	Facility Staff

WALLS AND ROOFS**HAZARD** Roof**WHO/HOW AFFECTED**

Athletes - Injury from hitting low roof and implements hitting roof

CONTROL MEASURES

1. Ensure that the height of the roof is commensurate with the ability of the athletes particularly in pole vault and throwing events and that any hung equipment does not constitute a hazard.

Control Measure Responsibilities:

1	Facility staff, Coaches
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HAZARD Walls**WHO/HOW AFFECTED**

Athletes – Injury from hitting side walls and implements hitting walls

CONTROL MEASURES

1. In those cases where the surrounds of landing areas do not conform to UKA recommendations the walls adjacent to the pole vault and high jump should be covered with safety material.
2. Care should be taken that throwing takes place in suitably designated areas.

Control Measure Responsibilities:

1,2	Facility staff, Coaches
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INDOOR THROWING FACILITIES

1. Indoor Throwing Enclosures

- (a) For Shot, Discus, Hammer and Javelin
- (b) Minimum dimensions
 1. Inner net 7m. x 7m.
 2. Outer net 7.40m. x 7.40m.
 3. Height 4.50m. / For javelin 6.20m.
 4. Min. gap between nets 20cms.
 5. 1m excess at bottom of nets.
 6. Both nets must be secured at base. - See 3e.
 7. Ensure that netting is sufficiently loose to prevent implements from rebounding.
- (c) Additional information
 1. Consideration must be given to the protection of runners, track way and other net fittings
 2. The throwing circle must be positioned in such a way that any implement thrown will release into the front or side netting rather than the roof netting or the netting protecting the runners and track way.
 3. The javelin release point should be approximately 5m. from the receiving netting or at a distance such that the javelin will strike the front netting rather than the roof netting or the netting protecting the runners and track way.
 4. A moveable circle is generally recommended
 5. Ensure that there are no gaps between the runners and the netting.

2. Circular Indoor Throwing Areas

1. Minimum diameter must be 7m.
2. Double netting must be used for front and sides. Single netting should be used for the roof.
3. Ensure that netting is sufficiently loose to prevent implements from rebounding.
4. The centre of the circle should be at least 3.50m. to the netting.

3. Netting

- (a) All throwing enclosures and circles must have double netting for front and sides. Single netting should be used for the roof.
- (b) The netting which forms the entrance into the circle or enclosure must not be exactly opposite but should be offset to each other and the entrance netting should overlap by a minimum of 1m. In addition there should be some method to prevent the entrance from leaving a gap.
- (c) There should be a safety zone of at least 2m. beyond the outer netting.
- (d) Ensure that there are no gaps between the runners and the netting.
- (e) Both inner and outer nets should be weighted at the bottom and must be secured either by permanent fixings on the floor or by heavy objects such as sandbags. It is recommended that the inner netting should be sufficiently loose to prevent implements from rebounding and that the outer netting should be angled out such that the gap between the nets is maintained with a minimum distance of 30cms. and secured such that minimum deflection is possible.

Where netting is not available coaches must ensure that proper precautions are taken to ensure that there is no danger either to any persons in the vicinity or to any walls, ceilings or fixings.

4. Floor Protection

The floor protection should be covered gym matting.

5. Equipment

- (a) No outdoor javelins should be used indoors only indoor javelins or javelins specifically modified for indoor use.
- (b) Shots must be indoor shots.
- (c) Modified hammers may be used.
- (d) Outdoor discos may be used.
- (e) All equipment should be checked before use.

6. Positioning of Throwing Circles

- (a) The position of the throwing circle will depend largely on the dimensions of the throwing enclosure. It should be positioned in such a way that:
 - i. The thrower will not damage the tracking or runners.
 - ii. The implement will not rebound on to the thrower.
 - iii. The implement will not damage any object outside the netting. i.e walls

- (b) In general the higher the roof netting the further from the front netting the throwing circle can be. Conversely the lower the roof netting the closer to the front netting the throwing circle will be.
- (c) As a guideline if the roof netting is 6.20m. the centre of the throwing circle should be approximately 5m. from the front netting. In a smaller enclosure (7m x 7m.) with a height of 4.50m. the throwing circle should be 3.50m. from the front.
- (d) If portable, facility staff and coaches should ensure that the circle is immovable and undamaged.
- (e) With the javelin in an enclosure with a height of 6.20m. there should be a hatched area for the release of the javelin 5m. to 6m from the front netting. Care should be taken that throwers do not follow through closer than 4m. to the front netting.

SHOT PUT

HAZARD Sector

WHO/HOW AFFECTED

Athletes, Coaches – Tripping due to uneven surface, shot impact injuries

CONTROL MEASURES

1. Ensure that if the sector is covered with impact absorbent material that the sections are tight fitting so as not to cause a tripping hazard.
2. Ensure that when necessary the sector is surrounded at the far end and on both sides as close to the circle as may be necessary for safety by a barrier which should be adequate to stop a shot whether in flight or bouncing.

Control Measure Responsibilities: 1, 2 Facility staff, Coaches

HAZARD Implements

WHO/HOW AFFECTED

Athletes, Coaches – Hand injury due to damaged surface of shot

CONTROL MEASURES

1. Regularly inspect shot to ensure a smooth undamaged surface.
2. Ideally use plastic or rubber covered shots.
3. Metal shots should only be used if the floor surface is suitable.

Control Measure Responsibilities: 1,2,3 Facility staff, Coaches, athletes

HAZARD Roof, Walls

WHO/HOW AFFECTED

Athletes, Coaches – Injuries from rebounding shots

CONTROL MEASURES

1. Ensure that the shot circle is positioned such that shots will not impact upon ceilings and walls.

Control Measure Responsibilities: 1 Facility staff, Coaches

HAZARD Putting

WHO/HOW AFFECTED

Athletes, Coaches – Shot impact injuries

CONTROL MEASURES

1. Ideally the shot should be put into netting.
2. Where netting is not available ensure the area is clear of all persons in front of the circle. In addition, when rotational throwers are putting ensure that all persons in the vicinity are at a safe distance.
3. If netting is used :
 - (a) Ensure no-one is standing behind the netting during a put.

- (b) Ensure that rotational throwers put from within a netting enclosed area.
- (c) Ensure that only the thrower is allowed within the netting enclosed area during a put.
- (d) Those standing outside should be a safe distance from the netting.
- (e) Ensure that the netting is undamaged.

Control Measure Responsibilities:

1	Facility staff, Coaches
2,3	Coaches, Athletes

JAVELIN

HAZARD Runway

WHO/HOW AFFECTED

Athletes, Coaches – Tripping due to damaged surface, slipping due to gritty or slippery surface

CONTROL MEASURES

1. Ensure that runway area is non slip and swept free of grit.
2. Check that runway is free from damage.

Control Measure Responsibilities:

1,2	Facility staff, Coaches
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HAZARD Training

WHO/HOW AFFECTED

Athletes, Coaches – Injury from implements

CONTROL MEASURES

1. Ensure that only correct indoor training implements are used.
2. Ensure that throwing takes place into netting which conforms to the correct specifications.
3. Ensure that the netting is undamaged and is of a suitable tension.

Control Measure Responsibilities:

1	Coaches, Athletes
2	Facility staff, Athletes
3	Facility staff, coaches, Athletes

HAZARD Walls and Ceilings

WHO/HOW AFFECTED

Athletes, Coaches – Injury from implements rebounding.

CONTROL MEASURES

1. Ensure that all throwing takes place in an area specifically designed for the activity.

Control Measure Responsibilities:

1	Facility Staff, Coaches, Athletes
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HAMMER

HAZARD Throwing

WHO/HOW AFFECTED

Athletes, Coaches – Hammer impact injuries

CONTROL MEASURES

1. Ensure that the hammer is only thrown into double netting from within a double netting enclosed area.
2. Ensure no-one is standing behind the netting during a throw.
3. Ensure that only the thrower is allowed within the netting enclosed area during a throw.
4. Those standing outside should be a safe distance from the netting.
5. Ensure that the netting is undamaged and is of the correct tension.

Control Measure Responsibilities:

1,5	Facility staff, Coaches, Athletes
2,3,4	Coaches, Athletes

DISCUS

HAZARD Throwing

WHO/HOW AFFECTED

Athletes, Coaches – Discus impact injuries

CONTROL MEASURES

1. Ensure that the discus is only thrown into double netting from within a double netting enclosed area.
2. Ensure no-one is standing behind the netting during a throw.
3. Ensure that only the thrower is allowed within the netting enclosed area during a throw.
4. Those standing outside should be a safe distance from the netting.
5. Ensure that the netting is undamaged and is of the correct tension.

Control Measure Responsibilities:

1,5	Facility staff, Coaches, Athletes
2,3,4	Coaches, Athletes