

## **West Berkshire & North Hants Primary Schools Cross Country Championships**

Race Risk Assessment for Newbury Show Ground 17<sup>th</sup> March 2026

Organised by Team Kennet Triathlon & Athletics Club

Hazard	Who might be harmed?	What controls exist to reduce risk?	What action can be taken to further reduce risk?
Participants at risk from contact with spectators/ Members of Public/ students/Volunteers	All participants	<p>School staff accompanying children are responsible for their safety at all times whilst on site.</p> <ul style="list-style-type: none"><li>• School staff are responsible for the conduct of their own spectators, parents/guardians.</li><li>• Any unwanted or disruptive individuals will be asked to leave the premises.</li><li>• Staff and pupils informed of rules and safety aspects prior to the event and event by email</li></ul>	<ul style="list-style-type: none"><li>• Instructions for arrival emailed out in advance.</li><li>• Event leader or leaders to speak to staff about pupils who are behaving inappropriately.</li><li>• Rules and risk assessment published on the website and emailed to participating schools prior to event.</li><li>• Constant monitoring and review during event</li></ul>
Participants at risk of injury or illness from poor organisation of event	All participants	<ul style="list-style-type: none"><li>• Entries can be capped to ensure manageable competitors in available space. Additional space organised if entries extended.</li><li>• School staff will be responsible for warming up and preparing players before their specific events. Time warnings will be given.</li><li>• School staff are responsible for supervising members of their team when they are not participating in events and resting.</li><li>• Leaders trained prior to the event.</li><li>• Teams of runners will be spread along the start line to</li></ul>	<ul style="list-style-type: none"><li>• Schedule of play organised before the event and emailed to schools in advance of the event.</li><li>• Constant monitoring and review during event</li><li>• On site Medical team</li></ul>

		<p>ensure enough running space for each competitor.</p> <ul style="list-style-type: none"> <li>• Safety warnings will be given before the start of each race and pushing/bumping will not be permitted. Offenders risk disqualification.</li> </ul>	
Participants at risk from damaged or unsafe surface	All participants	<ul style="list-style-type: none"> <li>• Venue inspected on arrival. Completed by organisers</li> <li>• Course walked ahead of event.</li> <li>• Course set up to divert from any unsafe ground conditions (wet, puddles, holes, damaged ground, uneven surface, etc).</li> </ul>	<p><b>Possible risk:</b></p> <ul style="list-style-type: none"> <li>• Good defined running area with appropriate spectators area</li> <li>• Hazards and debris removed</li> <li>• Surfaces are not slippery</li> <li>• Constant monitoring and review during event</li> </ul>
Participants at risk from damaged or unsafe equipment	All participants	<ul style="list-style-type: none"> <li>• Equipment to be used for intended purpose only.</li> <li>• Schools emailed prior to event if specific equipment is requested.</li> <li>• Equipment inspected before event begins.</li> <li>• Checklist completed by event leader</li> </ul>	<p><b>Possible risk:</b></p> <ul style="list-style-type: none"> <li>• All equipment checked prior to use</li> <li>• Constant monitoring and review during event</li> </ul>
Participants at risk from collisions when participating	All participants	<ul style="list-style-type: none"> <li>• Participants will be reminded throughout the event to be aware of other participants.</li> <li>• Teams briefed at the start of event and reminders given as necessary.</li> <li>• Constant monitoring and review during event.</li> <li>• Activities set up in such a way to avoid collisions i.e. angle of turns, splitting runners using a gradient, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Teams briefed at the start of event and reminders given as necessary.</li> <li>• Constant monitoring and review during event</li> </ul>
Participants at risk from inappropriate kit	All participants	<ul style="list-style-type: none"> <li>• Schools will provide all kit and instructions for kit for their participants.</li> <li>• All Schools instructed to bring warm clothes and waterproofs.</li> <li>• School staff are responsible for their participant runners and will ensure suitable PE kit and footwear is worn.</li> <li>• No Jewellery to be worn by participants.</li> </ul>	<ul style="list-style-type: none"> <li>• Schools informed that pupils should wear suitable clothing and footwear for taking part in physical activity</li> <li>• Organisers of the event will speak to a member of the school staff if they think any of the child's clothing is</li> </ul>

		<ul style="list-style-type: none"> <li>Reminders are given on the start-line of each race about correct, appropriate clothing and footwear.</li> </ul>	<p>inappropriate.</p> <ul style="list-style-type: none"> <li>The organiser can stop a runner from participating if they could potentially harm themselves or others.</li> </ul>
Participants at risk from adverse weather conditions	All participants	<ul style="list-style-type: none"> <li>A decision over cancellation is made as a result of ground conditions and agreed with all volunteers and team managers from schools on the course, on the day. Except in exceptional circumstances, for instance, when the ground is saturated, no race will be cancelled ahead of time.</li> </ul>	<ul style="list-style-type: none"> <li>Conditions assessed on the day</li> <li>Constant monitoring and review during event.</li> </ul>
Participants at risk from identification	All participants	<ul style="list-style-type: none"> <li>Records made on the day for awards and presentation includes child's name and school are immediately destroyed after the event.</li> </ul>	<ul style="list-style-type: none"> <li>Constant monitoring and review during event and after event as appropriate.</li> </ul>
Participants at risk from poorly organised Cross Country course	All participants	<ul style="list-style-type: none"> <li>Course will be clearly marked and explained to all children and team managers prior to race.</li> <li>Course cleared of any obstruction or potential hazards, i.e. branches.</li> <li>Course deviates from sudden changes in ground level.</li> <li>The course is not available to be walked by competitors prior to the start of the competition.</li> <li>Team managers and participants will be briefed before the event.</li> <li>Team Kennet Primary Cross Country volunteers will be positioned at various points around the course to direct racers and check on welfare of participants</li> <li>Schools will be directed to an assembly area on arrival.</li> </ul>	<ul style="list-style-type: none"> <li>Whole course will be visible from the start and finish points, except far field on the turn back .</li> <li>Constant monitoring and review during event.</li> </ul>
Spectators causing obstruction	All participants	<ul style="list-style-type: none"> <li>Spectators are given instructions at outset of event to remain in spectator area.</li> <li>Participants are advised only to access the course for their own event, the rest of the time they are a spectator and need to remain in the spectator area.</li> <li>No parents/spectators allowed to cross the track at</li> </ul>	<ul style="list-style-type: none"> <li>Reminders and constant checking.</li> <li>Spectators advised that only participants are allowed on course and the next race will not start until all spectators</li> </ul>

		<p>any time.</p> <ul style="list-style-type: none"> <li>• No parents on 'inside' of the course.</li> <li>• Reminders issued for spectators not to run with competitors.</li> <li>• Spectators requested to stay behind 'respect barrier' at all times, not lean on barrier and not sit forward of it.</li> </ul>	<p>are within the designated spectating area.</p> <ul style="list-style-type: none"> <li>• Schools advised that team managers are responsible for their spectators at all times and are asked to take responsibility for ensuring they are following the rules issued by organisers.</li> </ul>
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