

<b>Risk Assessment Details ID: RA_PESS_39083 Rev No: 1 Draft ID: 0</b>			
<b>User's School/ Department:</b>	Physical Education & Sports Science	<b>Project Title:</b>	Risk assessment for activities at Gymnasium
<b>Workplace:</b>	National Institute of Education	<b>Other workplace:</b>	-
<b>Location:</b>	NIE5-B1-08	<b>Conducted By:</b>	Muhammad Khair Mohamed Yunus(khair.yunus);Chew Ann Soon(annsoon.chew);Tang Tsou-Tinn, Samantha(samantha.tang),
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<b>Approved/Rejected Date:</b>	08-Nov-18	<b>Next Review Date:</b>	07-Nov-21
<b>Status:</b>	Approved	<b>Comments:</b>	Approved

1. Hazard Identification					2. Risk Evaluation				3. Risk Control				
1a.	1b.	1c.	1d.	1e.	2a.	2b.	2c.	2d.	3a.	3b.	3c.	3d.	3e.
No.	Work Activity	Hazard	Sub Hazard	Possible Accident/III Health & Person-at-Risk	Existing Risk Control	*S	*L	*R	Additional Risk Control	*S	*L	*R	Follow Up by & date
1	Performing of gymnastics moves	Ergonomic	Improper lifting or manual handling	Others:Bodily injuries such as strains, sprains, limbs injuries resulting from lifting or carrying of apparatus	1) The apparatus is used in accordance with the manufacturers' instructions. 2) Contract maintenance by authorized vendors. 3) Visual inspection by faculty before lesson. 4) Induction on safe handling procedures for lifting, handling and transporting apparatus safely. 5) Close monitoring by faculty.	2	1	2	NA				
		Mechanical	Strike by falling object	Others:Bodily injuries such as trips, collisions, falling from apparatus	1) Recognised teaching methods. 2) The apparatus is used in accordance with the manufacturer instructions. 3) Contract maintenance by authorized vendors. 4) Visual inspection by faculty before lesson. 5) Induction on safe handling procedures for lifting, handling and transporting apparatus safely. 6) Any apparatus found to be defective is not used and removed. 7) Close monitoring by faculty.	2	1	2	NA				

2	Playing of table tennis	Mechanical	Strike by falling object	Others:Bruises and cuts when setting up table tennis tables	1) Move away obstacles when setting up table tennis tables. 2) Equipment checked before use. 3) Regular maintenance of equipment such as tables. 4) Close monitoring by facilities staff or faculty when setting up of tables.	2	1	2	NA				
		Mechanical	Strike against	Others:Bodily injuries from being hit by balls, bats and collision with other users	1) Recognised teaching methods. 2) All users to observe the games rules for the particular sport. Users will be removed from the court if they engage in unsafe play. 3) Equipment to be checked prior to usage. 4) Any equipment found to be defective is not used and removed for repair or disposal. 5) Ensure that all equipment is suited to the size, strength and ability of the users. 6) First aid kit readily available. 7) Ready access to qualified first aider. 8) Close monitoring by faculty.	2	1	2	NA				

3	General - playing of all games	Biological	Contact with or infection by bacteria, virus or fungal spores	Others:Infections	<p>1) Users with open cuts and abrasions are to be removed from the activity and treated immediately.</p> <p>2) If bleeding cannot be controlled completely, users should not be allowed to return to the activity.</p> <p>3) All clothing, equipment and surfaces contaminated by blood should be treated as potentially infectious.</p> <p>4) Have sufficient and suitable containment material (bandages, etc) readily available.</p> <p>5) Ready access to qualified first aider.</p> <p>6) Close monitoring by faculty.</p>	2	1	2	NA				
		Physical	Trip, slip and fall on same level	Others:Bodily injuries	<p>1) Inform maintenance to replace faulty lighting.</p> <p>2) Check to ensure floor is clean and not slippery before commencement of activities.</p> <p>3) Regular cleaning of floor to remove dust, sweat and water.</p> <p>4) Ensure that equipment not in use is placed at the side of the court and there is no improper storage of PE equipment in court area during training.</p> <p>5) Regular inspection by facilities staff.</p> <p>6) Checks by faculty before start of lesson.</p> <p>7) Close monitoring by faculty.</p>	2	1	2	NA				
		Physical	Others:Dehydration	Others:Fainting	<p>1) Regular breaks and access to water coolers.</p> <p>2) Recognised teaching methods.</p> <p>3) Users who are unwell must not participate or continue their physical activities.</p> <p>4) Close monitoring by faculty.</p>	3	1	3	NA				
		Others:Unauthorized usage of facility	Others:Usage without permission	Others:Bodily injuries	<p>1) Booking required for usage of facility.</p> <p>2) Users are briefed on rules and regulations.</p> <p>3) Sports facility closes at 7pm on weekdays and during weekends to prevent unauthorized usage.</p> <p>4) Regular inspection by security to ensure no usage when facility is closed.</p>	2	1	2	NA				
		Mechanical	Strike against	Others:Bodily injuries from colliding with fire hose	<p>1) Faculty to remind and caution all users to be careful not to run and collide with the fire hose protruding at walls of the hall.</p> <p>2) Faculty to avoid play area too close to fire hose.</p> <p>3) Close monitoring by faculty.</p>	2	1	2	NA				

		Psychosocial	Fatigue	Sprains, strains	<ul style="list-style-type: none"> <li>1) All lessons to have regular breaks in between.</li> <li>2) Faculty to remind users to take a break and to hydrate themselves.</li> <li>3) Faculty to do regular checks on users well-being.</li> <li>4) Recognised teaching methods.</li> <li>5) Ensure appropriate warm-up and cool-down activities.</li> <li>6) Advise users to rest if they feel unwell.</li> <li>7) Exempt users who are unwell from physical activities.</li> <li>8) Close monitoring by faculty.</li> </ul>	2	1	2	NA				
		Psychosocial	Others:Medical conditions of users	Others:Bodily injuries from past injuries or existing medical conditions	<ul style="list-style-type: none"> <li>1) Users are reminded to bring medication which they require</li> <li>2) Ensure that users are fit to participate, e.g. PESS students have to pass PPT tests and pass medical examination. SSM students have to declare that they are fit to participate in the sports elective.</li> <li>3) If user has a medical condition, he/she is advised to inform faculty.</li> <li>4) Ensure that users do not return to playing after an injury until it is clear that the injury has healed. If there is any doubt, users should not play until medically cleared.</li> <li>5) Close monitoring by faculty.</li> </ul>	2	2	4	NA				