

Risk Assessment Details ID: RA_PESS_39730 Rev No: 1 Draft ID: 0			
User's School/ Department:	Physical Education & Sports Science	Project Title:	Risk assessment for activities at Tennis Courts
Workplace:	National Institute of Education	Other workplace:	-
Location:	NIE5	Conducted By:	Muhammad Khair Mohamed Yunus(khair.yunus);Chew Ann Soon(annsoon.chew);Tang Tsou-Tinn, Samantha(samantha.tang),
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Status:	Approved	Comments:	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	Playing of Tennis	Mechanical	Strike against	Others:Bodily injuries from being hit by balls, rackets and collision with other users	1) Recognised teaching methods. 2) All uses 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. 9) Gates to be closed when session is in play.	2	1	2	NA				

2	General	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 materials (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				
		Others:Environment	Others:Inclement weather - Haze and thunderstorm	Others:Lightning attacks, asthmatic attacks and other respiratory ailments	<p>1) Facilities staff to check weather conditions from NEA website.</p> <p>2) If there is inclement weather, facilities staff will do regular inspection to ensure no usage of facilities.</p> <p>3) To follow SOPs with regards to play during haze.</p> <p>4) Regular maintenance of lightning protection.</p> <p>5) Close monitoring by faculty.</p>	2	2	4	NA				
		Mechanical	Strike against	Others:Bodily injuries	<p>1) Fences are checked regularly for damaged areas, Activate maintenance to fix if defects are spotted.</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. Use roller to dry the courts if they are wet.</p> <p>3) Ensure that equipment not in use is placed at the side of the court and there is no improper storage of PE equipment in training area.</p> <p>4) Warn users of the danger of wearing inappropriate footwear.</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> <p>8) Ensure that stray balls are picked up and kept.</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) Outdoor classes are held early in the morning or in the evening whenever possible.</p> <p>4) Users who are unwell must not participate or continue their activities.</p> <p>5) Close monitoring by faculty.</p>	3	1	3	NA				
		Psychosocial	Others:Medical conditions of users	Others:Bodily injuries resulting from past injuries or existing medical conditions	<p>1) Users are reminded to bring medication which they require.</p> <p>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.</p> <p>3) If user has a medical condition, he/she is advised to inform faculty.</p> <p>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.</p> <p>5) Close monitoring by faculty.</p>	2	2	4	NA				
		Psychosocial	Fatigue	Sprains, strains	<p>1) All lessons to have regular breaks in between.</p> <p>2) Faculty to remind users to take a break and to hydrate themselves.</p> <p>3) Faculty to do regular checks on users well-being.</p> <p>4) Recognised teaching methods.</p> <p>5) Ensure appropriate warm-up and cool-down activities.</p> <p>6) Advise users who are unwell to rest.</p> <p>7) Exempt users who are unwell from physical activities.</p> <p>8) Close monitoring by faculty</p>	2	1	2	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				