

Club Safety Policy: Oxford University Modern Pentathlon Association

Introduction

- 1) Oxford University Modern Pentathlon Association (henceforth known as 'the club') is totally committed to the safety of its members. For the current academic year, and all future academic years, the clubs' activities operate in accordance with this document, the clubs risk assessment(s), the [University Regulations for the Activities and Conduct of Student Members](#) and the guidelines of any National Governing Body that the club is affiliated to.
- 2) This policy relates to the physical safety of club activities and club members within those club activities. Any issues relating to the behavior of specific club members should be addressed through the club's code of conduct.
- 3) The club affiliates to the National Governing Body (NGB) for any / all sporting activity in which the club operates activity, as per the clubs constitution.
 - a) The club acknowledges that it is the club's responsibility to ensure that its current activities adhere to the regulations and guidelines of the NGB(s) that the club affiliates to. Support and guidance are also available via the Sports Safety Officer.
 - b) The club is currently affiliated to Pentathlon GB and will continue to be affiliated for the full academic year.
- 4) This policy is updated at least once a year, for the beginning of the academic year. An updated version of this document is submitted to the Sports Federation at least once per academic year, through the club handover process, and is subsequently updated immediately, and re-submitted (via safety@sport.ox.ac.uk) should any changes be required. This is a live policy relating to all club activities and is updated frequently.
- 5) The updated version of this document, and all other club documentation, is made available to the club's members via the club's website. This is also updated immediately, when changes are required.

Overview of Activities

Weekly Activities

Day	Time	Location	Sessions Name and/or Description
Monday	19:30	True Function Ninja Training Centre, Swindon	Obstacle Training
Monday	19:00	Blues Gym, Iffley Road Sports Centre	Strength and Conditioning
Tuesday	07:00	Cricket Schools and Track, Iffley Road Sports Centre	Laser Run Training
Tuesday	19:30	Rosenblatt Swimming Pool, Iffley Road Sports Centre	Swimming Training
Wednesday	07:00	Blues Gym, Iffley Road Sports Centre	Strength and Conditioning / Obstacle Training
Wednesday	17:00	Cricket Schools and Track, Iffley Road Sports Centre	Laser Run Training
Thursday	07:00	Cricket Schools, Iffley Road Sports Centre	Fencing Training
Thursday	21:00	Rosenblatt Swimming Pool, Iffley Road Sports Centre	Swimming Training
Friday	17:00	Cricket Schools, Iffley Road Sports Centre	Fencing Training
Saturday	14:30	Rosenblatt Swimming Pool, Iffley Road Sports Centre	Swimming Training

Annual Events

Approximate Date (e.g. Week of Term)	Approximate Time	Location	Event Name and/or Description
4 th Week MT	All day	Iffley Road Sports Centre	Novice Varsity
6 th Week MT	All day	Iffley Road Sports Centre	Oxfordshire County Tetrathlon Championships
2 nd Week HT	All day	Iffley Road Sports Centre	Laser Run Cuppers
~6 th Week HT (tbc)	All day	University of Bath	National Pentathlon Championships
~8 th Week HT (tbc)	All day	University of Bath (tbc)	BUCS
2 nd Week TT	All day	Iffley Road Sports Centre	Old Blues

Annual Trips / Tours

Approximate Dates (e.g. Week of Term)	Location	Trip / Tour Name and/or Description
Michaemas Term (tbc)	University of Bath	Obstacle "Pay and Play" Training Day
Hilary Term (tbc)	University of Bath	Obstacle "Pay and Play" Training Day

Risk Assessments

- 6) All club activities are appropriately risk assessed by the club. The club maintains up to date and accurate records of its risk assessments, so they can be immediately referred to should an accident, incident or near-miss occur. The clubs also maintain records of any changes made to those risk assessments (including the dates any changes were made) to be referred to as and when required. Support with conducting risk assessments can be requested through the Sports Safety Officer, who will also review all clubs' risk assessments periodically and provide feedback.
 - a) Risk assessments for regular club activities are included as appendices to this policy, which will be updated when changes are required. Such risk assessments are reviewed at least once every 12 months (e.g. during the handover process or before the start of a new academic year).
 - b) Risk assessments for events are submitted via the event registration process to be approved by the Sports Safety Officer. All details are submitted at least 21 days prior to the event, as per regulation 1.12(2) of the [University Regulations for the Activities and Conduct of Student Members](#), which is reiterated in the club's constitution.
 - c) Risk assessments for trips and tours (UK or abroad) are submitted via the trip and tour registration process to be approved by the Sports Safety Officer. All details are submitted at least one calendar month prior to departure, as per regulation 4.2 of the [University Regulations for the Activities and Conduct of Student Members](#), which is reiterated in the club's constitution.
- 7) For risk assessment purposes, club activities include any activity organised by the club or its committee member for the benefit of the club's members, or any activities using the club's resources or name. Activities or events organised between members of the club are not included, providing the club and/or committee is not involved in organising the activities and the club does not provide its resources or name in the organising of the activities.

First Aid

- 10) All club activities are appropriately covered by qualified first aiders, unless the risk assessment for the activity explicitly states that first aid cover is not required.
- a) This cover comes in a variety of forms (such as qualified staff at host venues, qualified coaches leading activity, qualified club members within activity, emergency services or externally appointed first aiders) and will be specified in the risk assessment for each activity.
 - b) Should the agreed first aid provision not be available, the risks are reassessed using guidance from the National Governing Body and the Sports Safety Officer. If following re-assessment, the activity cannot go ahead safely, then the club will cancel that planned activity.

Accidents, Emergencies and Near Misses

- 11) All accidents, emergencies and near misses that take place during club activities are logged by the club and reported to the University via [the Health & Safety Incident Reporting Form](#), which is required by health and safety law, to ensure that the club is maintaining a duty of care to its members. All reported accidents, incidents and near-misses will be reviewed by the Sports Safety Officer.
- a) An 'accident' is defined as an unfortunate incident that happened unexpectedly and unintentionally resulting in injury to a person or persons and/or damage to property.
 - c) An 'incident' is used to encompass accidents, dangerous occurrences, specified occupational exposure, ill-health. All accidents, emergencies and near misses that take place during club activities are logged by the club and reported to the University via [in the Health & Safety Incident Reporting Form](#), which is required by health and safety law, to ensure that the club is maintaining a duty of care to its members.
 - d) A 'near-miss' relates to incidents that did not result in injury, illness, or damage, but that had the potential to do so. Recognising and reporting these incidents can provide opportunities to learn lessons that prevent future injury or damage. Club members and committees are actively encouraged to report near misses without fear of blame, to ensure safety is improved for any future or repeat issues.

Insurance

- 12) All club activities are appropriately insured to ensure that the members, and the club itself, have an appropriate level of cover should an accident or incident occur.
- b) The club has public liability insurance, which is provided by Pentathlon GB and a copy of this insurance can be provided to members or third parties when needed.
 - c) The club has personal accident insurance, which is provided by Pentathlon GB and a copy of this insurance can be provided to members when needed. All registered club members (registered through the Sports Federation membership process) are also covered by the Sports Federation personal accident insurance. This policy should be treated as a backup for club specific cover, but details of this policy will be communicated directly to members once they are registered by the club.
 - d) The club ensures that all coaches and session leaders have appropriate professional liability cover in place and always maintains up to date records of those insurance details.

Coaching

- e) Any sports coaching that takes place within club activities is led by individuals with appropriate qualifications and insurance in place. Coaching is defined as the process of motivating, guiding, and providing technical advice or training to individual(s) or teams, relating to the sport or activity in question.
 - f) Coaching can come in a variety of forms. This requirement includes external contracted instructors or coaches (whether permanent or visiting), club members, student leaders and volunteers, who all must have the correct qualifications and insurance in place.
 - g) Volunteer instructors or coaches can, in some circumstances, have insurance cover through the sports NGB without having a qualification, but any insurance in place must still be clarified and evidenced and the club will maintain up to date records of those insurance details.
- 14) All individuals that are 'coaching' within club activities are registered with the Sports Federation through the Club Coach Registration Form, as per regulation 1.12(1)(k) of the [University Regulations for the Activities and Conduct of Student Members](#).
- a) The club acknowledges that failure to register coaches through the Club Coach Registration Form, or failure to include any coach's qualifications or insurance, may expose club officers, the club and the University to damages arising out of negligent action by the coach, and as such will ensure all coaches are registered appropriately.

Events

- 15) All events organised by the club are planned, organised and risk assessed in a thorough manner.
- a) 'Club events' are defined as any activities that take place on a specific date(s) or at a specific time(s) that are outside of the club's regular risk assessed activity, which can include sporting and non-sporting activities. Further details can be found via the [Events](#) page of the Sports Federation Hub.
 - b) All club events are submitted via the Event Registration Process, to be approved by the Sports Safety Officer. All details are submitted at least 21 days before the event is due to take place, as per regulation 1.12(2) of the [University Regulations for the Activities and Conduct of Student Members](#).
 - c) The club acknowledges that failure to register any event within the above deadline may mean that said event cannot be approved and therefore cannot take place.
- 16) Club social events and activities are also appropriately planned, organised and risk assessed, but in most cases will not be registered via the Event Registration Process, unless they are associated with or linked directly to a sporting event (e.g. an after-event dinner).
- e) Club social activities are defined as any non-sporting activity organised by the club or its committee members for the benefit of the club's members, or any activities using the club's resources or name. Social activities or events organised between members of the club are not included, providing the club and/or committee are not involved in organising the activities and the club does not provide its resources or name in the organising of the activities.

Trips and Tours

- 17) All trips and tours organised by the club are planned, organised and risk assessed in a thorough manner.
- a) 'Trips and Tours' are defined as any club activity that requires an overnight stay or any activity outside of Oxford for those sports deemed as 'higher risk'. Further details can be found via the [Trips and Tours](#) page on the Sports Federation Hub.

- b) All club trips and tours are submitted via the Trips and Tours Registration Process to be approved by the Sports Safety Officer. All details are submitted before the club makes any firm commitments, and at least one month before the trip or tour is due to take place, as per regulation 4.2 of the [University Regulations for the Activities and Conduct of Student Members](#).
- c) All club overseas trips will also follow all of Part 4 of the [University Regulations for the Activities and Conduct of Student Members](#), which includes individual permission requirements for each student (through the Sports Safety Officer and the Proctors) should the trip take place during Full Term or the Thursday and Friday preceding Full Term. The club is aware that permission for students to travel within these timescales is not guaranteed and the club will make alternative arrangements if permission is not granted (e.g. change of dates) otherwise the trip or tour will be unable to take place.
- d) The club, the individuals and any club property travelling should not be uninsured during any part of a trip, as comprehensive travel insurance is a requirement for all participants travelling on a club's overseas trip.
- e) The club acknowledges that failure to register any trip or tour within the above deadline may mean that said trip or tour cannot be approved or take place, either at all or at least in the name of the University.

Safeguarding Children and Vulnerable Adults

- 18) Club activities that bring (or may bring) members into contact with children under 18, or anyone defined as a vulnerable adult, are separately risk assessed and approved by the Sports Safeguarding Officer.
- a) Any concerns regarding safeguarding are to be addressed to the club committees and the club ensures that every club member knows how to escalate concerns to the committee.
 - b) Any concerns brought to the committee are shared with the Sports Safeguarding Officer (SSO), as early as possible, who may refer to the University Designated Leads for a decision and action if required. Concerns should not be reported to the club's NGB until the University Designated Leads has provided feedback to the Sports Safeguarding Officer.
 - c) Any risk assessments or concerns shared with the Sports Safeguarding Officer should be sent only via safety@sport.ox.ac.uk for confidentiality purposes.

Club Safety Policy: Oxford University Modern Pentathlon Association - Appendices

Appendices To Be Included: -

- 1) General / Overall / Regular Risk Assessment(s)
- 2) Activity Specific Risk Assessment(s) – Events, Trips, Fixtures etc.
- 3) Concussion Guidance / Policy – If appropriate to sport (e.g. from NGB)
- 4) Weight Management Policy – If appropriate to sport (e.g from Sports Federation Template)

1)

RISK ASSESSMENT FORM – OXFORD UNIVERSITY SPORT

(this is a template for OU Sports Club use only and their general activities. Amend as required.
Additional information/guidance may be required for some clubs. Email safety@sport.ox.ac.uk).

Separate Risk Assessments will be required for Events and Overseas/UK Trips and Tours (See <https://www.sport.ox.ac.uk/club-support>)

SPORTS CLUB	OXFORD UNIVERSITY MODERN PENTATHLON ASSOCIATION		
NAME OF PERSON COMPLETING THIS RISK ASSESSMENT	Joanna Leadley	DATE OF ASSESSMENT:	28/08/2025
NAME OF PERSON SIGNING THIS RISK ASSESSMENT (ONE FROM; CLUB PRESIDENT, SECRETARY OR CLUB H&S OFFICER)	Joanna Leadley (President) 	SIGNING OFF DATE:	28/08/2025

DESCRIBE/OUTLINE THE ACTIVITY THAT IS UNDER ASSESSMENT: Risk of generic activities

In line with University Policy statement (S5/08 - <http://www.admin.ox.ac.uk/safety/policy-statements/s5-08/>), identify all hazards associated with the activity, the individuals who might be harmed (both University and non-University personnel) and the known existing controls. Then assess the resulting risk in relation to the following system and identify what, if any, further actions are required.

RISK MATRIX		LIKELIHOOD			
		High (4)	Medium (3)	Low (2)	Remote (1)
CONSEQUENCES	Severe (D)	High	High	Medium	Low
	Moderate (C)	High	Medium	Medium / Low	Effectively Zero
	Insignificant (B)	Medium / Low	Low	Low	Effectively Zero
	Negligible (A)	Low	Effectively Zero	Effectively Zero	Effectively Zero

General hazards common across multiple club activities				
Drugs and Alcohol	Participants	The Consumption of alcohol and non prescribed drugs is prohibited for all training sessions and competitive events.	Minor / Major injury 1B	Club committee should remind members.
No qualified / insured instructors / coaches	Participants	Club Committee to ensure that the coach / instructor is qualified and insured and where applicable a DBS check has been carried out	Unsafe practice 1B	
Equipment failure	Participants	Club Committee to ensure necessary equipment checks and servicing has been completed and documented.	Minor / major injuries 2C	If injury occurs due to equipment failure: - At Iffley road: inform any duty staff. - Away from Iffley road: inform duty staff and call 999/112 if needed. Report any accidents with the university.
Slips, trips, falls	Participants	Club Committee (coordinating with facility staff) to ensure that the facilities are safe to use.	Minor injury 3B	If injury occurs due to slip/trip/fall: - At Iffley road: inform any duty staff. - Away from Iffley road: inform duty staff and call 999/112 if needed. Report any accidents with the university.

Fire	Participants	Club Committee to ensure a safety brief at the beginning of meeting to includes what to do in the event of a fire, location of nearest exits, fire assembly points.	Burns / fatality 1D	At Iffley road: inform any duty staff. Away from Iffley road: inform duty staff and call 999 if needed.
General sports injuries, "pulled" and torn muscles, ligaments, and tendons	Participants	- Athletes encouraged to warm up/cool down and stretch prior to/after each training session. This warm up/cool down is just as important as the rest of the training session. - New/inexperienced athletes should be given advice on how to train properly. - Group warm-up made available to ensure that less experienced athletes are properly prepared. - Athletes should be made aware that they should stop exercise if at any point they feel unwell, or are experiencing significant pain. - It is ultimately the individual athletes' responsibility to monitor their own fitness to participate, but activity leaders/coaches should keep an eye on all athletes present and if necessary adapt/stop the session if they feel an athlete is at risk of hurting themselves. - The committee are responsible for maintaining a club atmosphere where athletes do not feel pressured into overtraining or pushing themselves through an injury.	Minor / Major injury 3C	Club committee to remind members of safe training practices. If injury occurs: - At Iffley road: inform any duty staff. - Away from Iffley road: inform duty staff and call 999/112 if needed. Report any accidents with the university.

Individual medical conditions	Participants	- When registering with the club, athletes are required to inform the President of any medical conditions that may affect their fitness to participate in club sessions; should this situation change during the year they must also inform the President. - Athletes are responsible for managing any medications they take for their conditions(s).	Minor / major injury 3B	Coaches and session leaders to be made aware of individual medical conditions when necessary. If injury occurs due to medical conditions: - At Iffley road: inform any duty staff. - Away from Iffley road: inform duty staff and call 999/112 if needed. Report any accidents with the university.
		JHQFLQJ		
Slips, trips and Falls	Participants	- Club Committee (coordinating with facility staff) to ensure that the facilities are safe to use. - All participants receive footwork training. - Ensure all participants have suitable footwear.	Minor / major injury 3B	Committee and session leaders to remind participants of risks associated with fencing and proper safety practices.
Cuts/bruising	Participants	All athletes provided with full fencing kit by the Club up to the standard required for national competition.	Minor injury 3B	If injury occurs (away from Iffley Road): At Iffley road: inform any duty staff. Away from Iffley road: inform duty
Equipment failure	Participants	Club Committee to ensure necessary equipment checks and servicing has been completed and documented.	Minor / major injury 1C	

				staff and call 999/112 if needed. Report any accidents with the university.
Unsafe use of epees by novice inexperienced members	Participants	• Mandatory safety briefing to all new members and novices. • Novice/inexperienced fencers to be properly supervised.	Minor / major injury 3B	
Improper clothing/dress	Participants	• All athletes provided with full fencing kit by the Club up to the standard required for national competition. • Mandatory kitting up tutorial to all new members and novices. • Athletes required to wear long socks/leggings.	Minor / major injury 3B	
		• • • • •		

Shooting				
Unsafe use of guns by novice or inexperienced members	Participants	• Mandatory safety briefing to all new members and novices. • Novice/inexperienced shooters to be properly supervised.	Unsafe practices 2B	Committee and session leaders to remind participants of laser gun safety practices.
Damage (esp. to eyesight) from use of laser pistols	Participants	• Down range area to be kept clear of reflective surfaces such as metals or glass. • Guns to be kept pointing down range at all times. • Guns should always be handled as if they were loaded, and never pointed at people even if thought to be safe. • Guns should all have proper laser warning signs. • All laser pistols used in club sessions should be Pentathlon GB approved.	Minor / major injury 1D	If injury occurs due to mishandling of laser pistols: - At Iffley road: inform any duty staff. - Away from Iffley road: inform duty staff and call 999/112 if needed. Report any accidents with the university.
Swimming				
Water	Participants	• Groups to be kept to a manageable size (<30), • Lifeguard to be present at all times on the poolside,	Minor / major injury 3B	Club committee and session leaders to remind swimmers of

		- Participants should at all times listen to and obey the instructions of the lifeguard(s). - In using the Rosenblatt Pool in Iffley Sports Centre, the operating procedures followed by OUSC are the Normal Operating Procedures (NOP) and Emergency Action Plan (EAP), - All participants should be competent swimmers, able to complete at least 50m without stopping.		safe practices on poolside and in the water. Coaches and session leaders to be made aware of any individual medical issues where appropriate.
Health conditions	Participants	- Swimmers to be vigilant of themselves and each other, - Encourage a supportive environment where people are not pushed overly hard; the coach will monitor athletes and if necessary amend the session accordingly. - Encourage warm up and stretching. - No swimmer should enter the water or attempt to train if they feel unwell. In the first instance, it is the individual's responsibility to monitor their own health and judge whether they are fit to participate.	Minor / major injury 3B	If injury/incident occurs: - At Iffley road: inform any duty staff. - Away from Iffley road: inform duty staff and call 999/112 if needed. Report any accidents with the university.
Slips, trips and Falls	Participants	- All swimmers warned to take care at water edges when entering and leaving water, - No running allowed on poolside, - Orderly behaviour essential on side of pool. - Any problems with the facilities (esp. cracked tiles, slippery surfaces etc.) should be notified to the lifeguards.	Minor / major injury 2B	

Diving	Participants	- Swimmers must be of appropriate standard to dive into shallow end at competitions, - Training is to be given to those not competent, by a swimming coach, - Local regulations about diving are to be followed.	Minor / major injury 3B	
Poor Coaching or Instruction	Participants	Only use fully insured and qualified coaches who follows NGB guidelines.	Minor / major injury 2B	
		Running		
Running Alone	Participants	- Runners encouraged to run with other club members on organised runs. - Remind runners of the risks of running alone, as regards injury away from sources of help, use of roads, personal security, etc.	Minor / major injury 3B	Committee members and session leaders to remind members of the risks associated with running activities.
Running in the dark	Participants	- Runners encouraged to wear light coloured or reflective clothing, or to avoid running in the dark. - Remind runners of the risks of running in the dark, as regards use of roads, personal security, etc.	Minor / major injury 3B	Coaches and session leaders to be informed of any individual medical conditions where appropriate.

		Where possible, organised club runs should be held during the day or at a floodlit track.		If injury/incident occurs: - At Iffley road: inform any duty staff. - Away from Iffley road: inform duty staff and call 999/112 if needed. Report any accidents with the university.
Cold / hot weather	Participants	- Members encouraged to warm up thoroughly in cold weather and to wear clothing appropriate to the conditions. - Participants reminded to stay well hydrated in hot weather. - On longer trips, if tap water is not available, bottled water should be provided. - Sun-protection is advisable. - Educate members about the risks of hot and cold weather and how they can reduce the risks and deal with injuries /dehydration etc if necessary	Minor / major injury 2B	
Uneven ground	Participants	- Educate members on how best to run on uneven ground, and on proper kit selection. - Running sessions should not be held on unnecessarily rough terrain.	Minor / major injury 3B	
Asthma	Participants	Members required to let committee members know if they are asthmatic, and are responsible for managing their own medication.	Minor / major injury 2B	
Inadequate equipment / kit	Participants	- Club members should provide their own running kit; committee members/experienced athletes will be available to advise on what to get if necessary. - All committee members should inform any club member who they believe to be using inappropriate or potentially hazardous kit,	Minor / major injury 2B	

Lighting, ground, and weather conditions	Participants	- The activity leader or coach will be responsible for judging whether the conditions are suitable for a session to go ahead. If the conditions are not safe, the sessions can either be cancelled or moved to a different location. - Participants are encouraged to dress appropriately for the conditions, for example in hot/cold/wet weather.	Minor / major injury 3B	
Vehicles	Participants	Vehicles are sometimes present in University Parks. Committee members should always be aware of the possible risk, and be ready to alert and divert the running group. If necessary, a complete change of route may be made during the "rep" sessions.	Minor / major injury 1B	
		Obstacle Course Racing		
Fall	Participants	- Appropriate installation of equipment and subsequent inspection by PentGB / BOS / Ninja Warrior UK accredited / approved safety officer to ensure correct arrangement of obstacles to minimise fall risk / mitigate injury upon falling - Use of landing mats / sand / or other appropriate medium to mitigate injury on falling - Instruct participants on "safe falling" technique - Training supervisors to ensure intensity of activity is appropriate for experience level of participants	Minor / major injury 4B	Committee members and session leaders to remind members of the risks associated with obstacle course racing and to remind participants of safe practices. Coaches and session leaders to be informed of any individual medical conditions where appropriate.
Incorrectly stepping off	Participants	Appropriate installation of equipment and subsequent inspection by PentGB / BOS /	Minor / major injury	

beam / tripping on metalwork		Ninja Warrior UK accredited / approved safety officer to ensure correct arrangement of obstacles to minimise fall risk / mitigate injury upon falling • Use of landing mats / sand / or other appropriate medium to mitigate injury on falling • Instruct participants on “safe falling” technique • Obstacle briefing prior to commencement of activity to inform participants of areas of structure to avoid and safe entry / exit points of course	3B	If injury/incident occurs: - At Iffley road: inform any duty staff. - Away from Iffley road: inform duty staff and call 999/112 if needed. Report any accidents with the university.
Cuts / bruising / musculoskeletal injury	Participants	• Use of landing mats / sand / or other appropriate medium to mitigate injury on falling • Instruct participants on “safe falling” technique • Training supervisors to ensure intensity of activity is appropriate for experience level of participants • Ensure use of personal protective equipment (i.e. gloves / kneepads) when required and when appropriate for level of experience of participants	Minor / major injury 4B	In the case of concussion, follow concussion guidelines for first aid and return to sport.
Concussion	Participants	• Seek immediate first aid in event of concussion or even suspected concussion or if in doubt • Liaise with first aider and have someone stay with injured party (incl if transferred to hospital). • Signpost to relevant parties ASAP such as SSO, College.	Traumatic Head injury, major / minor injury 2D	

		• Monitor condition before allowing return to activity (in line with NGB guidelines). • Participant to stop immediately if he/she feels unwell on return to activity. • If concussion diagnosed, club to follow NGB guidance on management and return to activity for concussion • Seek guidance also from Sports Fed and/or their Welfare Officers (including signposting).		
Equipment failure	Participants	• Appropriate installation of equipment and subsequent inspection by PentGB / BOS / Ninja Warrior UK accredited / approved safety officer to ensure correct arrangement of obstacles to minimise fall risk / mitigate injury • Liaise with manufacturer / inspection safety officer to determine inappropriate weather conditions for equipment use and avoid equipment use in prohibited conditions • Inspection of equipment by committee prior to use to spot clear and obvious signs of damage / risk of failure prior to session commencement	Minor / major injury 1D	
Equipment use without supervision / alone	Participants	• Solo equipment usage not permitted. • All participants briefed on safe equipment usage	Minor / major injury 1C	

Document to be used in conjunction with the OUMPA Constitution and Code of Conduct, as found on www.oumpa.org.

Club President (Joanna Leadley)

Date: 28/08/2025

A handwritten signature in black ink, appearing to read 'J Leadley', with a large, sweeping loop at the end.

Club Secretary (Megan Eastick)

A handwritten signature in black ink, appearing to read 'MEastick', with a vertical line through the 'E'.

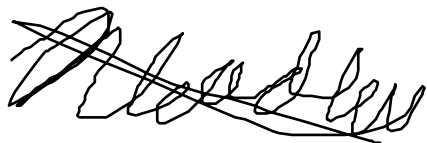
Date: 02/09/2025

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RISK ASSESSMENT FORM – OXFORD UNIVERSITY SPORT

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Separate Risk Assessments will be required for Events and Overseas/UK Trips and Tours (See <https://www.sport.ox.ac.uk/club-support>)

SPORTS CLUB	OXFORD UNIVERSITY MODERN PENTATHLON ASSOCIATION		
NAME OF PERSON COMPLETING THIS RISK ASSESSMENT	Joanna Leadley	DATE OF ASSESSMENT:	28/08/2025
NAME OF PERSON SIGNING THIS RISK ASSESSMENT (ONE FROM; CLUB PRESIDENT, SECRETARY OR CLUB H&S OFFICER)	Joanna Leadley (President) 	SIGNING OFF DATE:	28/08/2025
DESCRIBE/OUTLINE THE ACTIVITY THAT IS UNDER ASSESSMENT: Risk of OUMPA Competitions and Trips			

In line with University Policy statement (S5/08 - <http://www.admin.ox.ac.uk/safety/policy-statements/s5-08/>), identify all hazards associated with the activity, the individuals who might be harmed (both University and non-University personnel) and the known existing controls. Then assess the resulting risk in relation to the following system and identify what, if any, further actions are required.

RISK MATRIX		LIKELIHOOD			
		High (4)	Medium (3)	Low (2)	Remote (1)
CONSEQUENCES	Severe (D)	High	High	Medium	Low
	Moderate (C)	High	Medium	Medium / Low	Effectively Zero
	Insignificant (B)	Medium / Low	Low	Low	Effectively Zero
	Negligible (A)	Low	Effectively Zero	Effectively Zero	Effectively Zero

Event Specific Risks in addition to 'Risk of General Activities' Assessment

Old Blues Competition

Injury/exceeding limits	Participants	- Inexperienced participants will be given introduction and safety lessons prior to events (particularly laser shooting and fencing) - Novices will be supervised during the fencing and shooting stages by an experienced member of the club (fencing in pairs, supervisors on the shooting range)	Minor / major injury 2C	
Insufficient kit	Participants	- All kit will be checked (like BUCS) prior to events - All club kit is of a sufficient level to compete in British Championships	Minor / major injury 2B	
Over-capacity	Participants	Sign-ups have been arranged to ensure numbers are suitable for the size of the facility and amount of time available	Injury risk 1B	

Novice Varsity Competition specific risks

Injury/exceeding limits	Participants	- Inexperienced participants will be given introduction and safety lessons prior to events (particularly laser shooting and fencing) - Novices will be supervised during the fencing and shooting stages by an experienced member of the club (fencing in pairs, supervisors on the shooting range)	Minor / major injury 2C	
Insufficient kit	Participants	All kit will be checked (like BUCS) prior to events	Minor / major injury	

		• All club kit is of a sufficient level to compete in British Championships	2B	
Travel	Participants	• Drivers to comply with current Road Safety laws and have a full driving licence. • Drivers must be 21 or over. • Trip registration forms to be sent to the Sport Federation no later than 5pm on the Thursday before the fixture. Sports fed will forward the form to security services. • The registration form for trips aboard MUST be sent a minimum of 1 month prior to the trip departing. • Club Committee to supply Safety officer with travel insurance details and trip Risk Assessment.	Major incident / accident , Fatality 1D	In the event of a major accident security services must be contacted 01865 289999
Cuppers competition specific risks				
Injury/exceeding limits	Participants	• Inexperienced participants will be given introduction and safety lessons prior to events (particularly laser shooting and fencing) • Novices will be supervised during the fencing and shooting stages by an experienced member of the club (fencing in pairs, supervisors on the shooting range)	Minor / major injury 2C	
Insufficient kit	Participants	• All kit will be checked (like BUCS) prior to events • All club kit is of a sufficient level to compete in British Championships	Minor / major injury 2B	
Over-capacity	Participants	• Sign-ups have been arranged to ensure numbers are suitable for the size of the facility and amount of time available	Injury risk 1B	

Oxfordshire Tetrathlon Championships				
Injury/exceeding limits	Participants	- Inexperienced participants will be given introduction and safety lessons prior to events (particularly laser shooting and fencing) - Novices will be supervised during the fencing and shooting stages by an experienced member of the club (fencing in pairs, supervisors on the shooting range)	Minor / major injury 2C	
Insufficient kit	Participants	- All kit will be checked (like BUCS) prior to events - All club kit is of a sufficient level to compete in British Championships	Minor / major injury 2B	
Over-capacity	Participants	Sign-ups have been arranged to ensure numbers are suitable for the size of the facility and amount of time available	Injury risk 1B	
Training Trips (in addition to specific training session risks outlined in General Activities Risk Assessment)				
Travel	Participants	- Drivers to comply with current Road Safety laws and have a full driving licence. - Drivers must be 21 or over. - Trip registration forms to be sent to the Sport Federation no later than 5pm on the Thursday before the fixture. Sports fed will forward the form to security services. - The registration form for trips aboard MUST be sent a minimum of 1 month prior to the trip departing. Club Committee to supply Safety officer with travel insurance details and trip Risk Assessment.	Major incident / accident , Fatality 1D	In the event of a major accident security services must be contacted 01865 289999

Document to be used in conjunction with the OUMPA Constitution and Code of Conduct, as found on www.oumpa.org.

Club Pre-sident (Joanna Leadley)

Date:

A handwritten signature in black ink, appearing to read 'J Leadley', written over a faint circular outline.

28/08/25

Club Secretary (Megan Eastick)

Date: 02 / 09 / 2025

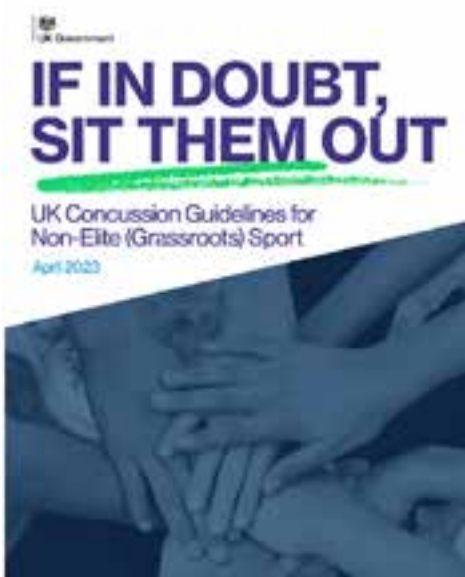
A handwritten signature in black ink, appearing to read 'MEastick', written in a stylized, cursive-like font.

3)

PENTATHLON GB⁺

GUIDANCE :CONCUSSION ADVICE

Pentathlon GB follow the “If in doubt, sit them out” grassroots advice for concussion.



[Concussion advice link](#)

Remember that the primary aim is to protect the individual from further injury by immediately removing them from play. Return to play should not be permitted until after evaluation by an appropriate Healthcare Professional and the successful completion of a graduated return to activity (education/work) and sport programme.

The guide provides information on what to look for, how to respond and a graduated return to play/ training. Pentathlon GB require notification of anyone suspected of concussion to provide support and share information with other sports if necessary.

Please use the [incident form](#) and email to safeguarding@pentathlongb.org

Please promote this advice via your club/hub websites and social media to provide advice to athletes and parents.

If you need further advice on coaching an under 18-year-old on a 1 to 1 basis, contact the Safeguarding and Welfare Lead.