



SAFETY STATEMENT



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August 2019





SAFETY POLICY

Weightlifting Ireland is committed to promoting and supporting the development of weightlifting and barbell exercises in cities and local communities within the island of Ireland

We are strongly committed to encouraging our members to take part in all activities bearing in mind that the health, well-being and safety of each individual is always our paramount concern. We lead levels of training and participation dependent on age and ability and expect our members to participate within these boundaries.

It is the policy of Weightlifting Ireland to promote standards of health and safety within the federation which will lead to the avoidance or reduction in risks to health and safety, to continually improve our safety performance and to ensure that the best practicable methods of compliance with the Safety, Health and Welfare at Work Act 2005, and associated legislation are achieved.

This Safety Statement, in accordance with Section 20 of the Safety, Health and Welfare at Work Act 2005, outlines the policy of Weightlifting Ireland in relation to the management of health and safety. Weightlifting Ireland is committed to managing and conducting our activities in such a way as to ensure, so far as is reasonably practicable, the safety, health and welfare of our members and others who may be affected by Weightlifting Ireland activities.

This will be achieved by the following (so far as is reasonably practicable):

- the provision of a safe venues, competition field of play and training areas, including safe access and egress;
- the provision of safe equipment, articles and substances;
- the provision of safe systems;
- the provision of appropriate information, instruction, training and supervision; determining and implementing appropriate preventative and protective measures;
- having regard to the general principles of prevention;
- the provision of emergency plans and procedures;
- reporting accidents and incidents; and obtaining, when necessary, the services of a competent person to advise on health and safety.

The arrangements for achieving these objectives are set out in the main body of the Safety Statement. Weightlifting Ireland is also committed to managing and conducting federation activities in such a way as to prevent, so far as is reasonably practicable, any improper conduct or behaviour (including bullying/harassment) likely to put the safety, health or welfare of members at risk.

When Weightlifting Ireland operates with weightlifting affiliated clubs the club President/Chairperson has overall responsibility for health and safety within the affiliated club. Members share this responsibility in ensuring their own safety while participating in activities. Members are encouraged to put forward suggestions for improvement to this document. The Safety Statement will be reviewed in light of experience and future developments within the affiliated club.





WEIGHTLIFTING IRELAND COMETITIONS AND EVENTS

DUTIES & RESPONSIBILITIES FOR CLUBS

Club President/Chairman

He / she will ensure that:

- Adequate resources are made available so that the Safety Policy can be carried out efficiently
- The members of the Club Committee are fully aware of their responsibilities in relation to occupational safety and health
- All members are accountable for their performance in relation to occupational safety and health
- The Safety Statement is reviewed regularly, and its operation monitored

Club Committee

They will ensure that:

- Safe systems and practises are incorporated into all activities in the club
- All activities are continually monitored and that any potential unhealthy or dangerous practices are reported and eradicated
- Any specialist or H&S training, if required, is discussed, authorised and put into practise
- Any wilful breach of safety rules is reported and that the club disciplinary procedure is activated if it is deemed necessary

In relation to training and competition facilities they shall ensure that:

- All equipment is stored away when not in use
- Weightlifting equipment is used only by authorised and experienced personnel for Olympic weightlifting and assisted exercises
- The premises are properly secured when in use during Weightlifting Ireland events and not available for any ad hoc activities
- Third party contractors do not commence work of any kind unless evidence of insurance and safety legislation compliance is forthcoming.
- Any incursion or unauthorised entry is prevented and, if unable to prevent such, will report such incursion to Weightlifting Ireland designated officer at event
- A fully equipped First Aid Kit is available at the club at all times
- Waste and refuse are managed and collected by the appropriate agency





Club Secretary

He/ She will ensure that:

- The club Safety Statement is circulated to the appropriate personnel and that it is widely available in the club through notice boards, coaches, etc.
- Any amendments to the Safety Statement that are made from time to time are included in an updated version as soon as possible
- Any discussion, reports or suggestions relating to the Safety Statement which are raised at Committee Meetings are recorded and actioned
- Any Accident Reports, Hazard I.D. Reports, H&S Audits etc. are retained as club records.
- Any correspondence relating to Health and Safety is brought to the attention of the Committee and any subsequent actions are recorded.

Coaches

They will ensure that:

- All coaches are current weightlifting Ireland members and up to date registered coaches.
- All coaching activities in the various sections are carried out according to guidelines laid down by the Club and Weightlifting Ireland
- All child protection guidelines are adhered to.
- Sufficient coaches are available to ensure safe supervision of any particular section
- Specialist equipment. are used only if there are qualified supervisors present
- Under-age members are not allowed to engage in 'horse play' either on the club premises or at another club
- Persons who are not paid-up members are not allowed to use Weightlifting Ireland equipment
- First-aid kits are immediately available for both training and competitions.
- Significant breaches of the code of conduct are brought to the attention of the Club Committee and Weightlifting Ireland

Event Organiser

The Event Controller duties are as follows when the Club hosts or organises any Weightlifting Ireland competitions or events.

They include:

- Overall responsibility for the management of events and reports to the Weightlifting Ireland designated competition director
- Ensuring that pre-event and post-event meetings are held in consultation with Weightlifting Ireland and the Child Protection Officer.
- Ensuring the provision of adequate personnel for the event such as officials and volunteers, etc
- Liaising with the Safety Officer and other members of the event management team.
- Having medical and first aid provision appropriate to the particular event in place,
- Holding of a post-event de-brief to ensure that actions have been put in place for all incidents or problems identified.





Safety Officer

A Safety Officer must be appointed for each event organised by the club and have sufficient competence and authority to take responsibility for safety at the venue. Safety should be the sole responsibility of the Safety Officer and a deputy should also be appointed for each event.

Key duties of the Safety Officer include:

- Ensuring compliance with the Codes of Practice for Safety at Weightlifting events and any other relevant guides or legislation.
- Drawing up and implementing a programme of checks, inspections, tests, training and remedial works so as to eliminate or minimise the potential risk to participants, spectators and volunteers.
- Keeping appropriate records of checks, inspections and tests on all structures, installations and equipment.
- Ensuring that records of club members training are kept.
- If required attend pre event planning meetings and post event meetings.
- Being in direct contact with the Competition Director
- Carrying out pre events checks for every event and ensuring that remedial action has been taken for non-conformances.
- Ensuring all medical provisions such as ambulances, medical personnel and medical equipment are in place.
- Producing an Event Safety Management Plan incorporating contingency planning, medical and risk assessments.

Competition Director

The Competition Director has responsible for co-ordinating the responsibilities of all volunteers in the field of play and Weigh in. The Competition Director works directly with the Event Controller

Some of the key duties of the Competition Director include:

- Attendance at all pre event planning and post event meetings with the Weightlifting Ireland board member where appropriate.
- Controlling all Stewards / volunteers and ensuring that an effective means of communication is in place.
- Designating supervisory Stewards / volunteers to each sector of the venue, and other general duties as required.
- Briefing all Stewards /volunteers in advance of each event.
- Ensuring all accident and incident report cards are collected after each event and handed over to the Safety Officer.
- Mobilising stewards / volunteers to assist the emergency services in the case of a serious incident or activation of the emergency plan.

Note: As the Competition Director and Event Controller have different roles and functions, if possible one person should not be assigned to both posts for the same event.





Stewards / Volunteers

The primary role of a steward is to **steward** and **not to spectate**.

General duties of stewards:

- Control or direct spectators who are entering or leaving the event
- Prevent overcrowding by ensuring that crowd limits in various parts of the venue and field of play are complied with and that walkways and exits are kept clear.
- Ensure safe dispersal of spectators from the event.
- Log all incidents and accidents and report them to Steward Supervisor.
- Undertake duties relating to emergency and evacuation procedures.
- Remain in their designated area unless directed otherwise by the supervisory stewards.
- Keep walkways and designated sterile areas clear at all times.
- Participate in all training and briefings as required.

Club Members

They will ensure that:

- They are aware of the provisions of the Safety Statement and that they operate within those provisions at all times
- They take no action which could endanger either themselves or their fellow members
- They are familiar with the location of fire extinguishers
- They are familiar with all fire exits on the club premises
- They comply with any safety directives which may be issued from time to time.

All Members must report to their Club Committee as soon as practicable:

- Any activity which may endanger the health and safety of themselves or others.
- Any defects to equipment which may endanger the health and safety of themselves or others
- Any breach of health and safety legislation of which he or she is aware.

Members must not:

- Interfere with, misuse or damage anything provided for securing the health, safety and welfare of those at the club.
- Place anyone at risk in connection with the club's activities.
- Intentionally or recklessly interfere with or misuse any appliance, or safety equipment provided to secure the safety health or welfare of persons at the club.

Children

Weightlifting Ireland is committed to the safeguarding of all children and young people in the sport of Olympic weightlifting. The welfare and protection of children and young people in our sport is paramount. The Weightlifting Ireland welfare and safeguarding policies have been adopted by the board and has been developed in line with the national guidelines as outlined in Children First and by Sport Ireland. In 2019 our Weightlifting Ireland Code of Ethics was published ensuring that our sport is up-to-date and in line with relevant documents, best practices and child protection legislation. The Code of Ethics forms our Child Protection Policy and is available from the Weightlifting Ireland website. As a sport we must ensure that





children's early experiences are positive and enjoyable, irrespective of their ability, gender, social class and race. Our volunteers deliver these positive experiences nationwide each week as role models in their dealings with young people. In particular the work of club Children's Officers are instrumental in implementing our child protection policy contained within the Weightlifting Ireland Code of Ethics. We will continue to build on this excellent work to ensure that all young people see their involvement in athletics as a valuable and rewarding part of their lives, for all of their lives.

If you have any concerns regarding the welfare of a child in your weightlifting club or community please contact the statutory authorities (TUSLA, the Child and Family Agency or the Gardai) to report your concerns. We all have a duty to care and act on our concerns.

Visitors

It is the responsibility of visitors and non-members to a Weightlifting Ireland event to:

- Co-operate with host club with respect to all matters relating to health and safety;
- Obey all reasonable safety instructions given by the host club Committee members, coaches, mentors and bar staff;
- Take note of, and obey all safety signage, where necessary.

Employees, Members and Volunteers

All employees and volunteers during Weightlifting Ireland competitions and events shall:

- Read and understand the Safety Statement;
- Report any accident or damage, however minor, to the club committee as soon as possible;
- Co-operate in the investigation of accidents;
- Not try to use, repair or maintain any equipment or machinery for which they have not received full instructions or training;
- Know the procedure in the event of a fire;
- Clean up their area or assist in the tidying up of their area and also to maintain clear work areas and maintain high standards of housekeeping and hygiene;
- Ensure that their work does not compromise safety regulations or impede emergency exit routes;
- Not attempt to lift or move articles or materials so heavy as likely to cause injury;
- Not attempt to reach articles on high shelves unless using steps or a properly designated hop-up: do not improvise or climb;
- Suggest ways of eliminating hazards and improving working methods;
- Heed all caution and warning signage on site;
- Adhere to all club safety rules and requirements. Take care of their own safety and not indulge in horseplay, wilful unsafe acts or carry out or play practical jokes on others and bring any problems regarding health and safety to the notice of the Club Committee.





Promoting a Safe Club Environment

To actively carry out the club's policy in relation to health and safety, to maintain a general consciousness of safety and to promote a safe club environment, the following will be kept in place:

- General stewardship by the Club Committee of Health and Safety policy in the club
- Promoting awareness of safety issues
- Giving safety instructions regularly to the under-age sections of the club
- Using external expertise to maintain fire extinguishers, training in same and in First Aid
- Proper reporting of accidents or dangerous occurrences action to prevent recurrence

Identification of hazards and assessment of risks is an ongoing process and any identified hazard or risk should be immediately reported to the Club Committee (or Coach). The Committee will ensure the hazard or risk is assessed immediately as 'high', 'medium' or 'low' and appropriate action taken depending on its level. This is a very important aspect of our safety policy and it is expected that when an area is audited for safety, it will be found that any accidents, injuries, collisions, hazards, etc., will have been properly reported and documented

Monitoring & Revision

The Club President/Chairman will ensure that:

- Accidents and accident investigations are reviewed
- Resources are provided to correct such exposures to health and safety hazards.
- The Safety Statement is reviewed periodically or when significant changes take place.
- **All accidents at a Weightlifting Ireland event are reported in writing to Weightlifting Ireland general secretary within 2 days of happening. Such reports must give full details of the incident, what, when and where it happened, including who was involved, details of any witnesses and details what remedial action taken. Any photographs relevant to the incident should be included.**

Safety Consultation

Weightlifting Ireland is committed to meeting their obligations under *Section 26 of the Safety, Health and Welfare at Work Act 2005* on consultation. Weightlifting Ireland is committed to a policy of co-operation and consultation between all members and will take account of any representations made by members. The effectiveness of the consultation arrangements will be reviewed at regular intervals.





First Aid

It is the desire of Weightlifting Ireland to have a trained first-aider at all training sessions. Due to the fact that the club may be run on a voluntary basis this is not always possible.

Weightlifting Ireland will continue to encourage all coaches and members to be trained in first-aid and facilitate the provision of first-aid training courses at their club.

The club will maintain a first-aid kit on the club premises. It is located in clear view to all members and visitors.

Each club coach shall ensure that a first-aid kit is available for use at competitions and on training days. Coaches have responsibility for checking the first-aid kit on a regular basis and ensuring that it is adequately stocked.

It is important to remember the following:

- Disposable gloves to be worn, particularly when treating an open cut or wound;
- No tablets, drugs or medicines to be kept or administered; and
- Following an accident requiring first-aid treatment, an accident report form must be completed.

Details of all cases treated should be entered as per Table 2, Appendix 1 in the first-aid treatment record book, which must be kept in a suitable secure place, respecting their confidential nature. These records will be readily available and shown to a Health and Safety Authority inspector if requested.

The club will review the risks associated with its activities and has deemed them to be low risk and therefore a First Aider is not required on the premises at all times.

FIRST AID INFORMATION

First Aid

The table below gives a broad indication of the type of first aid equipment and supplies which should be provided, be conveniently located and kept up to date as outlined in the H.S.A. Guide to Safety, Health and Welfare at Work (General Application) Regulations 2007 Chapter 2 of Part 7 First Aid.

Accident Reporting

All accidents related to the Club's Activities including those on the premises and accidents which occur when travelling or at away events, however slight, must be reported immediately to the Coach who shall instigate an investigation where required and report the outcome to the Club Committee.

All accidents related to visitors or contractors while on the premises must also be reported immediately to the appropriate Club Contact.

An accident report form is completed by the Coach or Person in Charge of the Bar as appropriate in conjunction with the person who had the accident. This form is signed by a member of the Club Committee who forwards the form to the insurer as appropriate.

In some circumstances the insurer may also carry out a more formal accident investigation.

It is essential that the documentation attached to this statement is completed by the senior club official present (e.g. Accident Report and Witness Reports) immediately, if any accident



of any kind occurs. It will also be very helpful if photographic evidence (digital camera or phone) can be attached. Routine documentation (cleaning of floors) is equally important as it may provide evidence on behalf of the club in the case of an accident. All such documentation will be handed over to the Secretary who will take action as directed by the Club Committee.

Table 1 Recommended Contents of First Aid Box

Materials	Travel Kit	1-10 Persons	11-25 persons	26-50 persons ***
Adhesive Plasters	20	20	20	40
Sterile Eye Pads (Bandage attached)	2	2	2	4
Individually Wrapped Triangular Bandages	2	2	6	6
Safety Pins	6	6	6	6
Individually Wrapped Sterile Unmedicated Wound Dressings Medium (No. 8) (10 x 8cms)	1	2	2	4
Individually Wrapped Sterile Unmedicated Wound Dressings Large (No. 9) (13 x 9cms)	1	2	6	8
Individually Wrapped Sterile Unmedicated Wound Dressings Extra Large (No. 3)(28 x 17.5 cms)	1	2	3	4
Disinfectant Wipes	10	10	20	40
Paramedic Shears	1	1	1	1
Pairs of Examination Gloves	10	10	20	40
Sterile water where there is no clear running water ** 1	2x20mls	1x500mls	2x500mls	2x500mls
Pocket Face Mask	1	1	1	1
Water Based Burns Dressing Small (10 x 10 cms) ** 2	1	1	1	1
Water Based Burns Dressing Large *** 3	1	1	1	1
Crepe Bandage (7cm)	1	1	2	3

* **Note 1:** Where mains tap water is not readily available for eye irrigation, sterile water or sterile normal saline (0.9%) in sealed disposable containers should be provided. Each container should hold at least 20ml and should be discarded once the seal is broken. Eye bath/eye cups/refillable containers should not be used for eye irrigation due to the risk of cross infection. The container should be CE marked

** **Note 2:** Where mains tap water is not readily available for cooling burnt area.

*** **Note 3:** Where more than 50 persons are involved, pro rata provision should be made.



ACCIDENT PROCEDURE

When a serious accident occurs the procedures below must be followed

1. Call for immediate assistance and emergency services
1. Observe accident location and status of injured person/s
2. If there is risk of further injury and the area cannot be made safe, seek appropriate advice and move injured person to safety. If there is signs of back or neck injuries keep injured person's spinal column as straight and supported as possible to prevent damage to spinal cord
3. See the First Aid is administered as required by a competent person
4. If an ambulance is called, make sure the exact address is given and that the ambulance can access as near as possible to the injured person
5. Establish location of hospital and appoint a suitable person to travel with the injured person
6. Inform the Safety Officer who will notify family of injured person and if required arrange for transport to hospital
7. Gather all information immediately about the accident and what led up to it.
8. Obtain witness statements, write them down as they are given.
9. Take sketches/photographs of area where accident happened
10. If H.S.A are required to inspect site and location of accident, do not remove anything unless further risks have to be avoided
11. Every accident must be recorded in the accident report book

ACCIDENT REPORT FORM

Name: _____

Address: _____

Club: _____

Venue: _____

Date of Incident: _____

Time of Incident: _____

Date & Time of

Reporting: _____

REPORTED TO: _____

WITNESSES: _____

Player sent: Hospital / Doctor Called / First Aid / Home

HOW DID THE ACCIDENT OCCUR ? (use separate sheets of paper and include sketches / photographs if necessary:





IMMEDIATE ACTION TAKEN:

SAFETY OFFICER'S COMMENT:

Fire

There is always a danger of fire or other emergencies occurring which will necessitate the prompt evacuation of the club .

Action in the Event of a Fire

1. Sound the fire alarm.
2. Alert other personnel in the immediate area of the fire and contact the Fire Brigade, giving them the address clearly and any other directions necessary.
3. If there is no danger by doing so, try to put out the fire with the apparatus provided, but remember that equipment will only be effective on a small fire.
4. Evacuate the premises.
5. Members should not delay their departure to collect personal belongings from another part of the building and should assemble at the designated assembly point so that they can be quickly accounted for.
6. Make sure that the premises are cleared of members and visitors. Close doors. See that no unauthorised person enters the building.
7. Coaches should ensure that their athletes are accounted for. Members with visitors should ensure that their visitors are accounted for.
8. Assemble at the designated assembly point. The designated assembly point is located outside the building

Means of Escape in Case of Fire. It is essential that escape routes be clearly identified and maintained available for use. Fire exit route and doors must never be obstructed by persons or objects.





Housekeeping

During Weightlifting Ireland competitions and events It is up to all members to ensure that the club, storage facilities and training areas are kept clear. No fan heaters or portable radiators should be left plugged in when not in use.

Bullying and Harassment

Weightlifting Ireland is committed to providing an environment free of any kind of bullying or harassment. Weightlifting Ireland at the highest level will not tolerate bullying or harassment and will take appropriate steps to resolve any problems that may occur.

Weightlifting Ireland recognises the stress and anxiety caused by harassment and bullying and has always been committed to ensuring that members have an environment which is free from harassment and bullying. Accordingly, the Weightlifting Ireland wishes to assure all members that harassment or bullying of any kind, including sexual harassment, will not be tolerated. **Disciplinary action, up to and including expulsion, may be taken against any member found guilty of such conduct.** In addition, the host club has a legal obligation to take such steps as are reasonably practicable to prevent harassment and bullying

Weightlifting Ireland Event Safety

Responsibility for the safety of athletes, spectators, staff and volunteers at each event organised by host club, lies with the Club Management. It is the policy of host club to comply with all legislative safety guidelines.

An Event Safety Management Plan will be developed for sanctioned Weightlifting Ireland Events.

Further information and Safety Statement documents are available by contacting Secretary@weightliftingireland.com

HAZARD IDENTIFICATION AND CONTROL MEASURES

Risk Assessment Introduction

In accordance with *Section 19 of the Safety Health and Welfare at Work Act 2005*, Risk Assessments have been completed for activities by the Club. Members will be made aware of the Risk Assessments relevant to their activities. A Risk Assessment will be reviewed where:

- (a) There has been significant change in the matters to which it relates, or
- (b) There is another reason to believe that it is no longer valid, e.g. new legislation, following an accident, introduction of a new process, etc.

Following the review, Risk Assessments will be amended as appropriate.



Hazard Identification

The policy of the host club is to identify hazards associated with the club's activities and to assess the risk to Safety and Health and to control risks as far as is practicable so that they are reduced to an acceptable level.

Hazard refers to any substance, article, material or practice, which has the potential to cause harm to the Safety, Health or Welfare of members or third parties.

Risk refers to the potential of the hazard to cause harm in the actual circumstances of use. The risk assessment methodology employed in this Safety Statement is described below.

Risk Control measures are intended to reduce the risk to an acceptable level. The host club will commit itself to the elimination of hazards where reasonably practicable. This approach will take into account normal good practice within Weightlifting Ireland and associated standards and guidelines where these are available.

Six Steps to Risk Assessment

- Step 1:** Make a list of the work tasks that are your responsibility
- Step 2:** Identify the risks – what are the hazards, who might be harmed and how?
- Step 3:** Estimate the risk
- Step 4:** Evaluate the risk
- Step 5:** Record your findings
- Step 6:** Review your findings.

Step 1. Make a list of the tasks that are undertaken within the club

Almost everything in the club – the activities that take place, the people involved in those activities, the equipment they use and the different locations they take place in – can be a hazard in some circumstances.

That's why it's essential that you make a list of every task undertaken by club members. The best way to do this is to walk around the Club and see for yourself what is going on. If you do not do this, it's possible that a hazard could be overlooked and therefore not included in the risk assessment.

It may be useful to record the following

- (a) A description of the location(s) these activities take place
- (b) The people who operate in these areas or may be exposed to hazards (coaches, athletes, juveniles, members of the public, etc)
- (c) Permanent and temporary pieces of equipment and substances used at the locations (Platforms, bars, weights, seating etc)
- (d) Activities carried out at different locations. It is useful to breakdown each task into the activities required to complete the task.

Step 2: Identify the risks – what are the hazards, who might be harmed and how?

Now that you have completed your tasks list, you can identify the risks – to do this you need to know what the hazards are, who might be harmed and how.

So how can you identify the hazards?

- Observe the physical layout at each location and the activities being carried out. For example, do people have enough space to perform the task/training/etc without being unnecessarily at risk?
- Speak to other Club Members and find out whether they consider anything in the area to be a hazard – they may have noticed something which is not obvious to you
- Inspect relevant Club records, such as accident records, manufacturer's, instructions, previous claims or data sheets
- Read up on hazards relevant for the area.
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Step 3: Estimate the risk

Now that you have identified what the hazards are, you will need to weigh up how serious each risk is.

You need to consider two things:

- How likely it is that something could go wrong
- How serious the outcome could be.

When you have considered all relevant factors, you can rank the likelihood of an accident occurring. You will find it helpful to do this by using a three-point scale:

Low (1): If it is unlikely that the event will happen

Medium (2): If it is fairly likely that the event may happen

High (3): If it is likely that the event will happen.

Now that you have calculated the likelihood of an accident occurring, you need to do the same for the consequence. When you have considered all relevant factors, you can rank the seriousness of the accident.

Again, you will find it helpful to do this by using a three-point scale:

Low (1): Minor injuries requiring first aid – for example, grazes or minor cuts

Medium (2): An injury requiring further medical assistance – for example, cuts needing stitches or broken bones

High (3): Major injuries, such as paralysis, or death.

Now you can estimate the level of risk involved – whether something is going to be a low risk, a medium risk or a high risk.

Step 4: Evaluate the risk

Once you have estimated the risk and worked out your risk level as a club you must decide what you are going to do about it. Usually, the higher the risk level, the more serious the risk is and the more likely you will need to take action. To make it easier to decide on the urgency of the action, you can allocate an action level to each level of risk. This way of estimating and evaluating risk is called the 'risk matrix' approach – it's a commonly used tool. Once you have done something to reduce the risk, you will need to estimate and evaluate the risk again to see whether you have done enough.

Once you have done something to reduce the risk, you will need to estimate and evaluate the risk again to see whether you have done enough.

Step 5: Record your findings

Now that you've completed the risk assessment, you will need to record your findings.

In general, it is helpful to record:

- Details of the person carrying out the risk assessment
- The date and time of the assessment



- Details of the location, people, equipment and activity you are assessing
- The hazards you have identified together with the risk level
- Existing control measures and how well they work
- The date for review of the assessment.

Step 6: Review your findings

As we all know, things change – for example, work procedures change, we buy new equipment and members, helpers and contractors come and go. The same applies when new information comes to light, such as information about substances you use at the Club. When changes like these are identified, you will need to review your risk assessments.

It is good practice to review assessments annually or sooner, especially if you are made aware of new changes or information. Where risks ratings are low, you still need to review assessments to make sure they stay low.

Members are encouraged to put forward suggestions for improvement to this document. The Safety Statement will be reviewed in light of experience and future developments within the club.

A Club Safety Inspection Checklist is available to Clubs. Please contact:
Secretary@weightliftingireland.com



