SSP Year 5/6 and Year 3/4 Girls Football

Thursday 26th February 2026 at Lynnsport 3G

|  |  |  |
| --- | --- | --- |
| **ACTIVITY** | **PREVENTATIVE MEASURE** | **ACTION BY** |
| ABILITY OF PARTICIPANTS IS APPROPRIATE FOR THE LEVEL OF ACTIVITY | * The schools to enter players they feel are appropriate for the tournament.
* Tournament is a **COMPETE** event to support those who thrive competing against those of a similar ability/experience. This will be a qualifying event.
 | Teacher, staff and designated parent helpers from each primary school.KLCF and SSP Staff and Sports Leaders/Officials. |
| SUPERVISION OF CHILDREN | * All pupils are the responsibility of the teachers, staff and designated parent helpers from their own primary school throughout the duration of the event.
* Safeguarding of all children at the event is the responsibility of school/KLCF/SSP staff.
* Pupils should stay in small groups to visit facilities i.e. toilets and be accompanied by a member of staff or designated person from their school.
* Designated meeting point will be an agreed point at the venue.
 | Teacher, staff and designated parent helpers from each primary school. |
| JOURNEY TO & FROM VENUE | * Each school to make their own arrangement for supervision on the outward journey to comply with School/Trust or LEA policy.
* Each primary school to make their own travel arrangements for the return journey to comply with School/Trust or LEA policy.
 | Teacher, staff and designated parent helpers from each primary school. |
| FIRST AID  | * Schools to supply a First Aid qualified member of staff.
* Any incidents to be recorded by school staff.
* Emergency telephone access available at the venue plus staff mobile phones
* Supervising teachers will be expected to arrange parental contact and further care

in the event of an injury in line with school policy. | Teacher, staff and designated parent helpers from each primary school.KLCF & SSP Staff |
| RATIOS | * Participating schools to be responsible for providing adequate supervision according to nature of the children attending to ensure the safety of their group at all times.
 | Teacher, staff and designated parent helpers from each primary school. |
| PARTICIPATION | * Participating school staff to ensure pupils have suitable kit, footwear & equipment for participating in the event including shinpads.
* All jewellery should be removed before pupils compete.
* Pupils should have sufficient water and snack foods to consume when not competing.
* This risk assessment will be used in conjunction with the venue specific risk assessment detailing the checks and measures undertaken by them to ensure the safety of the venue.
 | Teacher, staff and designated parent helpers from each primary school.Venue specific Risk assessment. |
| VENUE & EQUIPMENT | * All venue equipment used is the responsibility of the venue and SSP Staff any problems should be reported to appropriate members of staff.
* All equipment to be used in accordance with clear safety guidelines set out by SSP Staff.
* Designated playing area will be made clear by KLCF & SSP staff.
* All hazards will be made clear by KLCF & SSP Staff.
 | KLCF & SSP Staff |
| OFFICIALS/HELPERSRECRUITMENT | * KLCF & SSP Staff will recruit suitable officials, Sports Leaders and helpers.
 | KLCF & SSP Staff |
| ADVERSE WEATHER CONDITIONS | * Staff to check pupils wear appropriate clothing for prevailing weather conditions.
* In severe weather conditions the event will be postponed.
 | Teacher, staff and designated parent helpers from each primary school.KLCF & SSP Staff |
| CONTROL OF EVENT | * The event will be co-ordinated by KLCF & SSP staff. Any incidents and/or issues should be reported to KLCF & SSP staff in the first instance.
* The officials and helpers will supervise the playing areas.
* Schools must ensure all accompanying adults understand their role and responsibility at each event and should behave accordingly.
 | KLCF & SSP StaffSchool StaffParent helpersOfficials/Sports Leaders |
| EMERGENCY PROCEDURE | * In the event of an emergency staff & pupils from schools will gather at agreed assembly point at the venue.
* School staff will take a register of pupils.
 | Teacher, staff and designated parent helpers from each primary school. |

Tracy Bower – 2nd September 2025