

Sei Shin Kan School of Karate Risk Assessment Policy

Introduction

Risk is the uncertainty of outcome, within a range of exposure, arising from a combination of the impact and probability of potential events.

Risk management is an integral part of Sei Shin Kan School of Karate. Undertaking a Risk Management assessment and acting upon information gained reduces potential risks and enables students and instructors to concentrate on the core function of karate training, exercise and learning.

Risk management should be a framework rather than a rulebook, all students and instructors should be aware of potential risks but also flexible to circumstances, environment and activity. The first stage of a Risk Management process is to identify any potential risks that are significant which may impact the core purpose of of karate training and then to implement a sound internal control system to manage these risks effectively.

A thorough program of warm-up exercises is carried out at the beginning of every practice. Any member with a potentially serious medical condition or who is feeling unwell should alert the instructor prior to the session. All injuries or accidents must be reported to an instructor who will provide First Aid Cover, contact the emergency services where required and complete an accident report form

General Risk	Control Measures in Place	Risk Factor
Enrolment of beginners with no prior experience of Martial Arts into the Club	New students are encouraged to enroll and start karate training at the beginning of a term. Beginners are informed that Martial Arts involves high levels of physical exertion as well as moderate to high levels of physical contact. Additionally, because of the nature of the sport, the club may contain a wide range of ability from novices to black belts. As a result all training sessions will involve a warm up session and a run through the basic techniques before the class is split into different groups; Advanced/High Grades & Beginner/Low Grades Low grades will be restricted to only practising techniques that they have been taught. Close supervision by the instructor at the session is standard.	Low
Qualifications/Registration and Insurance of Instructors	All instructors are fully qualified black belts and are licensed through the UKKW, WIKF and EKF plus full insurance cover for all practices that occur within the club. All instructors are DBS checked. Sei Shin Kan School of Karate is fully insured.	Low
Lack of Qualified Instructor at each	There is always a qualified instructor at each session to guarantee safe practice. If for any reason a qualified instructor is not in place then the session is cancelled.	Low
Specialist and Safe Equipment	The specialist training equipment used by the club is produced to EU standards and regularly checked. Equipment for sparring should be bought from the instructor to ensure it has been through adequate testing and is appropriate for purpose. This includes head, mouth, hand, groin, shin & foot protection. All students should wear protection for sparring training.	Low
Spectator injured by collision with, or being	Spectators are warned of possible collision with the members while they are training.	Low

Lack of knowledge of new members medical conditions.	New members are told to report any medical conditions to the instructor.	Low
Fire	Club instructors are aware of exits from the building and are responsible for clearing the Dojo if Fire occurs. Club Instructors and members are to report to the senior instructor if exits are blocked or locked	Low
Physical Risks	Control Measures in Place	Risk Factor
Broken glass/plastic on floor	Walk dojo floor, scanning for debris. Floor should have been swept/cleaned already by those responsible for maintaining cleanliness of leased premises. If excessive grit/dust found, manually sweep with brush before training commences	Medium
Broken glass/plastic on floor	Assess overhead lighting and windows for damage. Walk dojo floor, scanning for glass/plastic debris. Floor should have been swept/cleaned already by those responsible for maintaining cleanliness of leased premises. If shards found, manually sweep with brush (larger pieces only) and vacuum rest before allowing training to commence	Medium
Gym equipment, chairs etc. around perimeter of dojo	Where obstruction cannot be moved out of the way, ensure at least 1m clearance is maintained throughout the training session. Extra vigilance required throughout the training session.	Medium
Wet patches on floor from leaking roof or drink spillage.	Mop up floor and ensure dry before allowing training on damp area, report problem to lead instructor. Drinks to be prohibited from the vicinity of the main training area.	Medium
Lacerations from uncut fingernails, toenails or jewellery.	Advise students to keep fingernails and toenails cut short. Prohibit the wearing of all body jewellery i.e. rings, earrings, neck chains including all body piercing. If jewellery/piercing cannot be removed then they must be taped over during training.	Medium
Trip hazard from trousers that are too long.	Advise students to wear only correctly fitting karate-gi	High
Impact injury from incorrectly controlled techniques.	Advise students to exercise control at all times and wear protective equipment i.e. mitts, groin/chest guards, shin protectors and gum shields where considered appropriate	High
Spread of contagious foot conditions such as athletes foot, verrucas etc.	Shield infected feet with suitable non-slip foot covering while training. Training shoes should be considered as a last resort as others train on bare feet, extreme care must be taken. Consideration should be given to segregating student with training shoes during certain activities thus avoiding the risk of injury to others.	Low

Children wandering off or getting lost at end of class or during toilet visits.	Operate a "meet and greet" policy i.e. parents must bring younger children into the dojo and pick them up from the dojo (not the car park). Limit toilet visits where possible.	Low
Accidental physical contact between children training in a class.	Aim to match size/weight of children paired together. Also take into consideration differing technical ability of students	Medium
Physical Injuries	Control Measures in Place	Risk Factor
Strained or Torn Muscles and Ligaments through improper warm-up or improper partner work.	Thorough warm-up with instructor using correct warm-up techniques as well as careful supervision of partner work. Late Comers are informed that they must take responsibility for warming up in their own time before joining the class. First aid incidents, students are required to report the injury direct to the instructor and to summon First Aid assistance.	Medium
Dislocation of Joints, specifically toes.	Thorough coaching with correct techniques. Careful supervision of partner work. Damaged mats or floor areas should be removed or replaced if necessary	Low
Bruising to arms/legs/torso	Coach class at acceptable levels of contact and teaching of the importance of correct timing and technique.	High
Broken Facial bones due to excessive contact whilst training with partners	Careful supervision of partner training/sparring in addition to careful coaching at acceptable levels of contact. Only experienced members are allowed to spar with each other in a free manner.	Low
Concussion caused through excessive contact with partners or as a result of a fall during sparring or pair work.	Careful supervision of partner training/sparring in addition to careful coaching at acceptable levels of contact. Advise Coach drawing his/her attention to dangers of contact with obstacles. Only experienced members are allowed to spar with each other in a free manner.	Low
Loss of teeth caused through excessive contact to the mouth whilst training with partners.	Careful supervision or partner training/sparring in addition to careful coaching at acceptable levels of contact. Gum-shields are mandatory in all competitions and optional during class activities. Only experienced members are allowed to spar with each other in a free manner.	Low

Broken Skin and cuts through excessive contact by partner or contact with jewellery.	Prohibit the wearing of any form of jewellery during training. If jewellery can not be removed then it should be taped over.	Medium
Blisters/Cut Feet	Predominantly a problem experienced by novices, as the body becomes more conditioned through continuous training the skin becomes more robust and less likely to blister/cut. Novices are encouraged to train regularly. The session instructor is responsible for making sure that the training area is free from debris. Any blood on the floor / mats must be cleaned immediately using appropriate cleaning material. Prior to any practice floor / mats must be inspected for blood stains, and cleaned when necessary.	High
Muscle fatigue, cramp, sore/stiff joints, pulled and strained muscles, ligaments and tendons, etc.	It is important that all students take part in the warm-up at the beginning of the class, so as to stretch all the necessary muscles and joints used during a session. This not only reduces the chances of injury during practice, but also reduces the likelihood of post-training aches. The Instructor has the right to stop students from training, if he/she feels that they are unfit or unwell.	High
Injury to head, neck or spine. This could arise in the circumstances described above but is identified separately because of its potential for more permanent disablement.	Injuries of this nature are extremely rare, and the small risks that do exist are reduced still further by observance of good dojo etiquette and by being observant and considerate to others during practice.	Low
Unconsciousness caused by blow to the head.	Report injuries to the instructor, reporting of accident to the Emergency services etc. All students should be clear of the need to know and how to report accidents.	Low
Dizziness, hyperventilation and nausea.	Dizziness and hyperventilation can occur during strenuous exercise in less well-conditioned people, and is generally alleviated by improved physical condition. Nausea can also result from eating a large meal too soon before training.	Medium
Dehydration & Nutrition	Large quantities of fluid can be lost from the body during strenuous exercise, particularly in hot weather. It is important to ensure adequate hydration before training, and to re-hydrate adequately when training is over. In anticipation of strenuous training sessions, particularly in summer, members are encouraged to bring water bottles to the dojo and the coaches will allow for regular breaks to enable them to re-hydrate. It is important that all students eat regular nutritious meals and have a smaller meal prior to training. It is not possible to train without adequate nutrition and this is a risk to the student and fellow students in the dojo.	Medium