

Leeds University Union Risk Assessment

Name of Group		Athletics		Date of Assessment	15/06/2011	
Hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?			
			Action required	By whom	When	Done
Transport	Passengers and public by collisions or the way in which the vehicle is driven (e.g. whiplash)	All drivers are experienced and cautious drivers, and minibus drivers have passed their MIDAS tests.	None			
Injury during activity	Club members and other track users-Pulling/tearing a muscle, twisting ankle while running on uneven surface, risk from throwing events (javelin, discus, and hammer), colliding with other track athletes.	All athletes are briefed on track etiquette and safety policies regarding lane uses and the throwing area. We participate in a thorough squad warm up before the activity begins.	None			
Roads and public vehicles while training or travelling to/from training	Club Members at risk from collisions with vehicles while running/crossing roads, particularly during hours of darkness	Athletes are made aware of dangerous stretches of road.	None			
Track condition and inappropriate equipment	Club members are at risk from tripping on uneven or slippery track sections, and/or pulling muscles, weather/track conditions or inappropriate equipment.	During wet or icy conditions ensuring Athletes wear spiked running shoes and warm and waterproof kit during cold conditions	None			

Carried out by Seb Wilson
HARRIET LESTER
Calum Mitchell

4/11/11

Review Date June 2012



Leeds University Union

Code of Good Practice for:

Athletics

1. Club Membership

- 1.1 To be eligible to participate in any activity within or associated with the Athletics Club, members must have paid membership fees.
- 1.2 Memberships for the 2011/12 academic year is:
 - £30 for full competing membership
 - £25 for non-competing membership
 - £50 Joint Athletics/Cross Country membership
 - £15 for athletes who compete for another sport
- 1.3 All members must have access to the Code of Conduct and Code of Good Practice at all times, and will be directed to it once their membership is confirmed.

2. Training

- 2.1 Attendance to at least two training sessions a week is compulsory.
- 2.2 All members should arrive fully prepared for the session 15 minutes prior to the start of each session.
- 2.3 If a member is unable to attend a session, they should notify the Captain, Secretary, or Coach as soon as possible beforehand.
- 2.4 If any member arrives after the commencement of a training session, they should convey their apologies to the Coach and Club Captain.
- 2.5 Members should be respectful to other track and facility users.
- 2.6 Members should respect the training session laid out by the club Coach, and participate in said session to the best of their ability.

3. Competitions

- 3.1 All athletes must report to their Captain and relevant competition Officials before or at the specified time. Late arrivals may be subject to a fine or disqualification.
- 3.2 Athletes must be professional in their approach to competitions, ensuring they are correctly equipped, dressed and prepared for the competition.
- 3.3 When representing the University at competitions and BUCS fixtures, kit must be worn in accordance to the University's sport branding policy.
- 3.4 Athletes must purchase their own University competition vest within sufficient time before a competition commences, unless under special circumstances, when they should contact the club Captain within 3 weeks of competition.
- 3.5 Athletes will be offered the chance to purchase a club tracksuit, hoody, and vest.

4. Discipline/Complaints

- 4.1 Athletes wishing to object/complain concerning matters appertaining the club must express their dissatisfaction in person and in private to their Club Captain.
- 4.2 All complaints must be documented.
- 4.3 Failure to comply with the club's Code of Practice may result in disciplinary action by the Club Committee, which may result in a match ban or expulsion from the club.

5. Tours/Tournaments

- 5.1 Organisation of tours should only be done with the knowledge of the Sports Development Co-ordinator.
- 5.2 Itinerary must be drawn up prior to the tour and presented to the relevant Sports Development Co-ordinator.
- 5.3 Student Activities Health and Safety Co-ordinator must be consulted prior to the tour.

6. Account Signatories

- 6.1 Club Captain, Treasurer and Secretary Committee members must register with the ARC cash office.
- 6.2 Copies of signatories will be kept in the club file.

7. Club Organisation

- 7.1 Members can expect that the committee will run all aspects of the club in a professional and efficient manner. This includes management of club activities, finances and communication.
- 7.2 Committee members must be available to answer questions or concerns that the club members might have about the way in which the club is run.
- 7.3 Club committee members will publicise their email addresses for communication and endeavour to respond to any club related queries they receive within 1 week.

8. Social Activities

- 8.1 Members are expected to behave responsibly at all times when representing the University of Leeds at matches, events, fixtures and training. This includes any related travel to social activities.
- 8.2 The committee and all members must adhere to LUU guidelines on social activities and make all members aware of the disciplinary procedures in place.

We the undersigned agree to uphold the above code of good practise

President	Name	Seb Wilson	Signature		
Secretary	Name	HARRIET LESTER	Signature		4/11/11
Treasurer	Name	Coburn Mitchell	Signature		
Date					

Leeds University Union

Code of Good Conduct for: Athletics

Our athletes will aspire to demonstrate not only sporting excellence but also a spirit of sportsmanship. To this end we follow a **Code of Good Practice** which promotes the following qualities:

Trustworthiness

Integrity – We will demonstrate good sportsmanship and always pursue victory with honour.

Honesty – We will compete fairly and always adhere to the rules of our sport.

Reliability – We will fulfil our commitments to the Athletics Club and our sport by training regularly, participating in team activities, and encouraging our team mates.

Loyalty – We will always cooperate with our coaches and team mates, and put our responsibilities to our club before personal gain.

Respect

Respect – We will treat all members equally and always with respect. We will offer help with full enthusiasm to those who need it and always encourage improvement while recognising extraordinary performance.

Dignity – We will strive to be gracious in victory and accept defeat with dignity.

Professionalism – We will always treat contest officials with respect and accept official decisions during and after athletic events.

Responsibility

Importance of Education – We recognise our priority as students and commit to getting the best education possible. We will never penalise members for putting their studies before extra-curricular activities.

Appreciation – We recognise that participation is a privilege, not a right and that it is an honour to represent our University, coaches, and team mates.

Healthy lifestyle – We promote healthy lifestyle choices to our members and strictly discourage the use of illegal or unhealthy substances, such as alcohol, tobacco and drugs. We discourage the use of unbalanced diets to gain, lose, or maintain weight. Members found to be using performance enhancing drugs will be subject to disciplinary procedures and may be disqualified from future competitions.

We the undersigned agree to uphold the above code of good practise

President
Secretary
Treasurer
Date

Name Seb Wilson
Name HARRIET LESTER
Name Calum Mitchell

Signature [Signature]
Signature [Signature]
Signature [Signature]

4/11/11