

Sportily Activity Risk Assessment Form

ACTIVITIES: Sportily Climbing Wall Sessions	SCOPE: 01/07/2026 – 31/12/2026	VENUE(S): School, community and church venues across the network, outside Location areas
ASSESSED BY: Chris Priddy	DATE OF ASSESSMENT: 05/01/2026	REVIEW DATE: 01/01/2027
ACTIVITY/CLIMBING WALL SESSION LEADER: Climbing Wall Session Leaders		This risk assessment is supported by <u>Sportily Activity Health and Safety Checklist</u> .

RISK IDENTIFIED What could go wrong?	PERSONS AT RISK	L	S	INITIAL RISK (LxS)	CONTROLS REQUIRED e.g. eliminate, reduce, isolate, training, instruction, equipment	ACTION BY	L	S	MANAGED RISK (LxS)
PARTICIPANTS									
Injury to climbing participants due to lack of preparedness for the activity	Participants	4	3	12	<ul style="list-style-type: none"> Ensure that participants are warmed up for the activity by carrying out a led short warm up activity. Ensure that participants are aware from the briefing that climbing can be a physically demanding activity. Climbing Wall Session Leaders to review participant medical information from consent/booking forms where available in advance of the session so that they are aware of any known health issues which may affect a participant. 	Participants and Climbing Wall Session Leader/Assistants	2	2	4
Injury to climbing participants due to not being correctly dressed for the activity	Participants	4	3	12	<ul style="list-style-type: none"> Team members to ask participants to tie back their hair and remove any excessively baggy clothing before climbing. Participants instructed to remove rings, hooped ear rings and loose necklaces prior to climbing. Team members to ensure that participants are wearing suitable footwear prior to climbing – no flip flops or open toed sandals are permitted and shoes should not be able to come off whilst climbing. Signage on the wall itself informs participants that flip flops are not permitted. 	Participants and Climbing Wall Session Leader/Assistants	2	1	2
Injury to climbing participants due to slipping when arriving back on the floor, from bumping against the wall and its holds whilst ascending, descending or having slipped whilst climbing	Participants	4	3	12	<ul style="list-style-type: none"> Climbing participants to use Auto-Belay Devices and to not wear helmets when doing so (straps can get caught on holds whilst the ABD continues to release the climbing wire). When operating on a hard surface, soft landing mats should be considered. Climbing participants encouraged to ascend slowly and be coaching in thinking about where to take holds for feet and hands. First time climbers asked to climb to the bottom of stage 0, then have a practice descent before being allowed to climb higher. This builds confidence in the Auto Belay Device operation. 	Participants and Climbing Wall Session Leader/Assistants	2	2	4
Refusal to come down resulting in panic and potential injury or psychological stress	Participants and Team members	3	2	6	<ul style="list-style-type: none"> Site Rescue Plan specified in the Standard Operating Procedure. 	Participants and Climbing	2	1	2

				<ul style="list-style-type: none"> • First time climbers asked to climb to the bottom of stage 0, then have a practice descent before being allowed to climb higher. This builds confidence in the Auto Belay Device operation. • If necessary, Climbing Wall Session Leader can climb up an adjoining climbing face to support the climber in descending successfully, potentially assisted by the use of a ladder. 	Wall Session Leader/Assistants				
Risk that the participant experiences psychology harm or distress arising from being scared about, or during climbing	Participants	3	2	6	<ul style="list-style-type: none"> • Team members ensure that no one is adversely pressured to climb. • Progressive approach to gaining height on the wall is used with participants not pushed to go beyond where they feel comfortable with. • Participants allowed to set out what success looks like for themselves. • Celebration of all achievements encouraged. • Spectators encouraged to support, encourage and celebrate all climbers. 	Participants and Climbing Wall Session Leader/Assistants	2	1	2
Fatigue and exhaustion resulting in injury or medical incident	Participants	2	2	4	<ul style="list-style-type: none"> • Team members will monitor participants at all times. • Ensure that participants are warmed up for the activity by carrying out a led short warm up activity. • Suitable rest periods built into sessions and participants encouraged to hydrate regularly. Participants asked to bring a water bottle with them if refreshments are not provided at the session. • If the activity is taking in sunny weather, sun protection will be encouraged. Shaded areas should be identified and available wherever possible for participants. 	Participants and Climbing Wall Session Leader/Assistants	1	1	2
Risk of incident or injury occurring due to a participant climbing on top of the Climbing Wall after climbing a climbing face	Participants	3	3	9	<ul style="list-style-type: none"> • STOP signs are installed clearly at the top of each climbing face. • Participants are briefed not to climb past the stop signs. • Climbing Wall Session Leaders and Assistants are briefed to give verbal 'stop' warnings to anyone who appears to be considering ignoring the signs. • Climbing Wall Session Leaders and Assistants to continually monitor the climbers during each climb. 	Climbing Wall Session Leader/Assistants	1	2	2
Risk of incident or injury occurring due to poor weather conditions. To include wind, rain and electrical storms (storms with lightening)	Participants and Team members	4	4	12	<ul style="list-style-type: none"> • Climbing Wall Session Leaders to check the weather forecast before sessions and plan accordingly. • Wall Operators must not assemble or disassemble the Mobile Climbing Wall when the winds are greater than 20 mph or when there is an electric storm active (storms with lightening). • Climbing Wall Session Leaders to monitor conditions throughout the session and cease the session immediately if weather conditions cause the session to become unsafe for participants. • Handheld Anemometer provided and Climbing Wall Session Leaders instructed to stop the session if the wind speed is greater than 20mph. • Climbing Wall Session Leaders to check during the briefing that everyone is wearing appropriate footwear and clothing with due consideration given to weather conditions. 	Climbing Wall Session Leader	2	3	6

<p>Risk of incident occurring due to group size being too large for the size of the wall, resulting in long waiting times and difficulties in crowd management</p>	<p>Participants and Team members</p>	<p>3</p>	<p>3</p>	<p>9</p>	<ul style="list-style-type: none"> • The Sportily Mobile Climbing Wall only has 4 climbing faces with 4 Auto Belay Devices and 12 standard size harnesses in use. Therefore wherever possible group size should be limited to 12. • If a public open session is being run, then sufficient team members should be deployed so as to enable positive crowd control. Where necessary people should be advised not to join the queue due to the possible length of the wait time. 	<p>Climbing Wall Session Leader/Assistants</p>	<p>2</p>	<p>2</p>	<p>4</p>
<p>Illness or medical incident/emergency occurs resulting in injury or harm and increasing risk to other participants as resources are diverted to manage incident</p>	<p>Participants and Team members</p>	<p>2</p>	<p>3</p>	<p>6</p>	<ul style="list-style-type: none"> • Trained first aider in attendance at all sessions. HSE recommends that a first aider is trained in either, 'first aid and work (FAW), emergency first aid at work (EFAW) or some other first aid training appropriate to the particular circumstances of your workplace.' Sportily's assessment is that either EFAW or Basic Sports First Aid (St Johns Ambulance) is the appropriate training for our context. • First aid kit available at all sessions. • Consent forms to provide information to Climbing Wall Session Leader regarding medical information of participants. Two emergency contact numbers to be requested via consent form. If school session – school liaison to have access to this information. • Climbing Wall Session Leader will have a mobile phone with them in case of emergency and known the exact address for the venue. • Evacuation procedure known by Climbing Wall Session Leader including access route(s) for emergency services. • Sufficient team members at the session to manage the activities safely if incident or emergency occurs. See Sportily Safer Working Practices Policy for guidance. 	<p>Climbing Wall Session Leader</p>	<p>2</p>	<p>2</p>	<p>4</p>
<p>Behavioural conduct incident occurs. Risk of arguments between participants which could result in physical/verbal assault if not managed. Risk of misuse of equipment resulting in assault or accidental injury being cause</p>	<p>Participants and Team members</p>	<p>2</p>	<p>3</p>	<p>6</p>	<ul style="list-style-type: none"> • Leader to conduct a clear briefing with participants at the beginning of the session to set behaviour expectations and explain the use of the safety zone as a waiting area. • All activities supervised by team members and managed according to the Sportily Safer Working Practice Policy. • If behaviour appears to be negatively escalating, activities will be stopped, behaviour discussed, and expectations reaffirmed. • If behaviour cannot be managed positively by the team, the session will be ended immediately. • Increased amount of climbing thanks to the use of Auto Belays Devices reduces the amount of 'downtime' a participant experiences in a session, reducing opportunities for getting bored. 	<p>Climbing Wall Session Leader</p>	<p>1</p>	<p>2</p>	<p>2</p>
<p>Safeguarding incident occurs causing harm to a child, young person or vulnerable adult. <i>The safety and welfare of those at risk and those who are victims will always be prioritised by Sportily.</i></p>	<p>Participants</p>	<p>2</p>	<p>5</p>	<p>10</p>	<ul style="list-style-type: none"> • Sportily Safeguarding Policy adhered to at all times. • Sportily Safer Working Practice Policy adhered to at all times. • All team members have been recruited in accordance with the Sportily Safer Recruitment Policy, have had a DBS check within the last 3 years and completed Safeguarding Training. • Sufficient team members attending the session in accordance with the ratio's set out in the Sportily Safer Working Practice Policy. • Safeguarding information prominent and publicly available on the Sportily website. 	<p>Climbing Wall Session Leader supported by DSL</p>	<p>1</p>	<p>4</p>	<p>4</p>

				<ul style="list-style-type: none"> • If operating in a school setting, link established with school safeguarding lead and school policy and procedures will be followed at all times. If the session is to be staffed by a single team member, then the school will be made aware of this in line with the <u>Sportily Safer Working Practice Policy</u>. • When operating in a youth group or Sportily led session consent forms provide emergency contact details. • Participants only to be released at the end of sessions to the named individual on the booking form. • When operating in a school or as an activity provider at someone else's session, clear link established to the primary contact. • When operating in a public setting, those aged 12 and under may only participate if their parent/carer is present and provides verbal permission. • If participants have specific medical or educational needs advice should be sought from the Technical Advisor or primary contact for the group and appropriate differentiation put in place. 					
STAFF									
Team members insufficiently trained to run a safe, effective Climbing Wall Session	Participants and Team members	3	4	12	<ul style="list-style-type: none"> • All team members must complete training as required in the Standard Operating Procedure. • All Climbing Wall Session Leaders and Assistants must be signed off as competent by the Technical Advisor prior to involvement in a session. • Standard Operating Procedure provides clear instruction and guidance about safely delivering a climbing wall session and is a required read for all Climbing Wall Leaders and Assistants. • Refreshing training is provided when appropriate, with some training elements requiring repeating every 3 years. • Training records are maintained by the Sportily Support Team and required refresher training flagged to team members and their line managers. 	Sportily Health and Safety Lead, Technical Advisor and Support Team	1	2	2
Poor or inadequate supervision of participants by team members resulting in increased risk of injury or incident at a session. Could result in participants failing to be attached correctly and suffering a fall, or a behaviour incident occurring	Participants and Team members	3	4	12	<ul style="list-style-type: none"> • Only trained team members, who fully understand the requirements and expectations of their role are permitted to deliver sessions. • Only trained team members are permitted to attach participants to Auto Belay Devices. • Sufficient team members deployed for each session based on the type of session and the number of participants (Min. 2 team members for a closed group session of 12 participants. Min. 4 team members for an open public session). • Climbing Wall Session Leader to monitor staff and ensure that they are fully focused on the session and not being distracted by other things such as mobile phones or conversations. (Team member mobile phones should be away during sessions). 	Climbing Wall Session Leader/Assistants	2	2	4
Team members exposed to direct sunlight or hot conditions for long periods during sessions	Team members	3	3	9	<ul style="list-style-type: none"> • Team to take appropriate shade (e.g. gazebo, cool drinks, and to wear a hat or helmet at all times as required). • Regular breaks to be taken and rotation of staff to utilise shade generated by tower. 	Climbing Wall Session Leader	1	3	3

<p>Monotony of same task and long hours without a break resulting in loss of concentration and safety tasks not being completed as required throughout the session</p>	Team members	2	3	9	<ul style="list-style-type: none"> • Team to switch roles within the group – e.g. booking in and harnessing up / managing the climbers on the wall, supervising different wall section. • Appropriate breaks are essential. If a minimum team of 3 is working the wall on a long booking, the team will need to stop climbing for 15 minutes break mid-morning and afternoon and 45 minute lunch break. If a short booking (2 hours), a 20 minute break should be included. 	Climbing Wall Session Leader	1	3	3
TRANSPORTATION									
<p>Risk of serious injury to other road users or pedestrians when towing the Climbing Wall. The Climbing Wall is a heavy towable item weighting 2,000kg, were it to become detached from the vehicle during towing, or if it were driven without due care and attention, it could cause serious injury to people and damage to property.</p>	Driver and Team members	2	5	10	<ul style="list-style-type: none"> • The Mobile Climbing Wall should only be towed by those with towing experience or who have received towing training through Sportily, in accordance with the Sportily Health and Safety Policy. Drivers must have category B+E on their license. • Drivers are responsible for ensuring that the climbing wall is properly connected to the towing vehicle. The emergency brake cable must be attached to the tow bar correctly. • Drivers must check their vehicle’s capability to tow the unit given its 2,000 kg weight. • Drivers must drive with extra care and attention giving additional space to other road users and allowing significant additional braking distance. • Drivers must carry out checks as specified in the Transportation section of the Mobile Climbing Wall Standard Operating Procedures prior to towing the climbing wall. • Drivers must not have consumed any alcohol (including 0.05% products) before towing the Climbing Wall. • The yellow cover must always be removed prior to transportation. 	Driver, Team members and General public	1	4	4
EQUIPMENT									
<p>Unauthorised access to the Mobile Climbing Wall and equipment resulting in injury, including falling from height or equipment being unsafe for the next use</p>	General public	3	5	15	<ul style="list-style-type: none"> • Ensure the climbing equipment is stored securely in the lock box at TRAC or in a Sportily vehicle and can’t be accessed other than by authorised team members. • Ensure the Mobile Climbing Wall is stored with its cover on which prevents unauthorised climbing when not in use. • Ensure all equipment is monitored when not in use by participants during a session. Where necessary the wall should be lowered in between session times. • Signage on the wall clearly states ‘No unauthorised use’. 	Wall Operator, Climbing Wall Session Leader	2	2	4
<p>Injury caused by equipment failure associated with the Climbing Wall or Safety Equipment. This could include a fall from the Wall.</p>	Participants and Team members	3	5	15	<ul style="list-style-type: none"> • Visual inspections to be carried out before every session in accordance to the instructions provided in the Standard Operating Instructions. • Any equipment failing these checks must be removed from circulation as specified in the Standard Operating Instructions. • All equipment is subject to 6 monthly inspections by external Technical Advisor (competent individual) to meet PUWER and LOLER regulations. Checks are recorded in the PPE Equipment Register. • The Climbing Wall is inspected by an ADIPS approved inspector every 12 months. • The TruBlue Auto Belay Devices are serviced by Headrush Technologies every 12 months. • The Climbing Wall trailer is inspected every 12 months. 	Climbing Wall Session Leader, Health and Safety Lead	2	3	6

					<ul style="list-style-type: none"> • All equipment is purchased new and stored securely. 				
Injury during assembly/disassembly	Team members	3	4	12	<ul style="list-style-type: none"> • Sportily Climbing Wall assembly and disassembly instructions to be followed. • All Wall Operators to have received training to enable the safe assembly and disassembly of the Climbing Wall • Helmets to be worn during assembly and disassembly (except when climbing). • The power extension cable used during assembly and disassembly must be cleared away when not needed. Action should be taken to prevent opportunity for people to trip over the cable (most direct route, team member warning of hazard, use of fencing or hazard tape). • Safety Area to be setup prior to the assembly of the Sportily Climbing Wall. • Items such as keys and mobile phones from their pockets before working on assembly/disassembly of the Sportily Climbing Wall. • Ladder to be used to support the safe assembly and disassembly of the Mobile Climbing Wall. Ladder should only be used by those who have completed Working at Heights training. • Wall Operator to be attached via a short Installation Lanyard rope when working atop the Mobile Climbing Wall. • Wall Operator to be vigilant to the equipment being moved and the people movements within the vicinity of the Climbing Wall during assembly and disassembly. • Pulley system to be used for lifting and lowering the heavy Auto Belay Devices. 	Wall Operator	2	4	8
Injury caused as a result of an unexpected fall from a spinning hold	Participants and Team members	2	3	6	<ul style="list-style-type: none"> • All holds to be checked for tightness at regular intervals however vigilance is required. • Once a lose hold is identified it is to be tightened up as soon as possible. 	Wall Operator, Climbing Wall Session Leader	2	2	4
Injury or fall caused by incorrectly fitted harness	Participants and Team members	3	4	12	<ul style="list-style-type: none"> • Participants to wear correctly sized and fitted harnesses, straps left loose so that loops can't be caught on holds. • All fitted harnesses checked at the base of the Climbing Wall immediately before every climb. 	Climbing Wall Session Leader/Assistants	1	3	3
Injury or fall caused by participant not being correctly attached to an Auto Belay Device	Participants and Team members	3	4	12	<ul style="list-style-type: none"> • Only trained team members are permitted to attach participants to Auto Belay Devices. • TriAct Carabiners are used for attachment of harness to Auto Belay Device. 	Climbing Wall Session Leader/Assistants	1	3	3
Injury to hands from set up, pack down or vehicle related (towing)	Team members	3	3	9	<ul style="list-style-type: none"> • Work Gloves to be worn during assembly and disassembly of the Mobile Climbing Wall. • Assembly and Disassembly procedures to highlight possible places where hand injury may occur. • No one is to stand near the tow bar whilst the vehicle is reversing. Reversing camera to be used when available. 	Wall Operator	2	3	6

Injury caused by the moving, handling and setting up of equipment	Team members	2	2	4	<ul style="list-style-type: none"> • Climbing Wall Session Leader will have undertaken Manual Handling training. • Team members should ensure that they only carry equipment that they are able to lift, hold and carry without causing an injury to themselves or others. • When moving awkward, heavy or large items, multiple people should be involved. 	Wall Operator	1	1	1
USE OF GENERATOR IF PROVIDED Burn, scold, trip, electric shock, or other injury caused by contact with a generator being used by a Wall Operator to assemble or disassemble the Mobile Climbing Wall	Team members, members of the public	4	4	16	<ul style="list-style-type: none"> • Generator should be setup in an area enclosed by a standard barrier. • The power extension cable from the Climbing Wall to the Generator used during assembly and disassembly must be cleared away when not needed. Action should be taken to prevent opportunity for people to trip over the cable (most direct route, team member warning of hazard, use of fencing or hazard tape). • Generator should not be moved unless it has fully cooled down after use. • Generator should not be used in wet conditions. • Wall Operators should not use the generator with wet hands. • Generator should only be used in accordance with the manufacturers operating instructions. • Generator should only be used in a well-ventilated area. Generator should never be placed inside an enclosed space during use due to the risk of carbon monoxide poisoning from the fumes (do not place inside a tent, under a gazebo, inside a vehicle or under the Climbing Wall itself). 	Wall Operator	2	2	4
USE OF GENERATOR IF PROVIDED Leaking fuel could cause fire or slip hazard	Team members, members of the public	3	4	12	<ul style="list-style-type: none"> • Fire extinguisher should be present whenever generator is in use. • Fuel spillages should be cordoned off and reported to the site manager at the venue. Under their instruction, appropriate action should be taken to clean up the spillage and make the area safe. • Extra care should be taken when filling the generator with fuel. Refuelling must only take place when the generator is turned off. Fuel must only be stored and transported in containers approved for this use. Fuel containers should not be placed next to the generator when the generator is in use, but should be stored securely. 	Wall Operator	2	2	4
SPORTILY GENERAL									
Health and Safety incident occurs due to poor health and safety management, causing injury or incident	Participants, Team members and General public	3	5	15	<ul style="list-style-type: none"> • <u>Sportily Health and Safety Checklist</u> carried out for all sessions ensuring that adequate checks are carried out on facilities, equipment and session planning. • <u>Sportily Health and Safety Policy</u> adhered to at all times. • Climbing Wall Session Leader to ensure Sportily have permission to use the facilities/venue. • Cones and tape used to mark out safe area as instructed in the Climbing Wall Standard Operating Procedure. • If appropriate, team members issued with radios to support safety at the venue during the session. 	Team members and Health and Safety Lead	2	2	4

Guidelines to accompany risk assessment form

Before completing this form please refer to the Risk Assessment Policy.

- (1) **Activity:** use this box to describe the event or activities for which the assessment is being completed.
- (2) **Scope:** List the date(s) that this activity will take place or the period of time over which this assessment will stand.
- (3) **Venue(s):** insert details of the venue(s) used by the activities covered within the risk assessment
- (4) **Assessed By:** Insert the name(s) of those completing the form or involved in carrying out the assessment.
- (5) **Date of assessment:** Insert the date the form was completed
- (6) **Review:** Insert the date when the form should be reviewed
- (7) **Risk identified:** In the first column list the hazards identified. Remember to look at hazards that are not immediately obvious. For example, use of a coffee machine will require identification of the machine hazards, but also identification of hazards associated with the use of serving, etc. Include how the people identified at risk be affected by the hazard identified? If the hazard identified is hot water in the kettle and the people at risk are the people serving hot drinks, then what could go wrong is that they could get burnt or scolded from the hot water.
- (8) **Persons at Risk:** insert everyone who might be affected by the hazard identified and specify groups particularly at risk. Remember those who are not immediately involved in the work, including cleaners, young people, maintenance contractors, estates personnel carrying out routine maintenance and other work. Remember also that the risks for different groups will vary. Vulnerable groups could include children on organised visits, someone who is pregnant, or employees and students with known disabilities or health conditions (this is not a definitive list).
- (9) **Risk rating before control measures:**
(L) Likelihood of risk: 1= Very unlikely, 2= Unlikely, 3=Possible, 4=Likely 4=Very likely
(S) Severity if risk occurred:
1 = Minor physical/mental injury requiring "one off" intervention
2 = Physical/mental injury requiring short-term intervention
3 = Physical/mental injury requiring short-term specialist service intervention
4 = Physical/mental injury requiring long-term specialist service intervention
5 = Physical/mental injury so severe it could result in death or serious long term damage to a person or person
- (10) **Controls Required:** List all measures and controls that will be put in place to mitigate the risk. Controls might include use of qualified and/or experienced staff who are competent to carry out certain tasks; a subsequent action might be to provide training for those people at risk.
- (11) **Action By:** If there is action needed to minimise the risk who has been allocated the task of completing that action and minimising the risk? Please ensure that any person who is given an action is also given a copy of the completed risk assessment so that they are aware that they need to take action.
- (12) **Managed risk rating:** After you have introduced those controls and these have been suitably actioned what will be the resulting risk level be? If the resulting risk rating is still too high, it may be determined that the activity cannot go ahead – this is a satisfactory outcome for the risk assessment.
(L) Likelihood of risk: 1= Very unlikely, 2= Unlikely, 3=Possible, 4=Likely 4=Very likely
(S) Severity if risk occurred:
1 = Minor physical/mental injury requiring "one off" intervention
2 = Physical/mental injury requiring short-term intervention
3 = Physical/mental injury requiring short-term specialist service intervention
4 = Physical/mental injury requiring long-term specialist service intervention
5 = Physical/mental injury so severe it could result in death or serious long term damage to a person or person