

HARPENDEN RACQUETEERS BADMINTON CLUB

RISK ASSESSMENT 2026–27

Activity	Wednesday club night – social and competitive badminton
Venue	Everyone Active, Harpenden Leisure Centre
Date completed	2 September 2026
Completed by / review	Tom Crossland / September 2027, or earlier if circumstances change

1. Scope and responsibilities

Harpenden Racqueteers Badminton Club organises social and competitive badminton sessions and participates in away fixtures at venues controlled by other clubs or venue operators. The club does not provide badminton coaching. Sessions take place principally at Everyone Active, Harpenden Leisure Centre.

The leisure-centre operator is responsible for the general safety and management of the building and its facilities, including building maintenance, fire and emergency procedures and general first-aid arrangements. The club is responsible for taking reasonable steps to identify and manage risks arising directly from its own activities and from equipment or arrangements under its control.

This assessment should be read alongside the club's relevant policies and procedures, including its safeguarding arrangements. In general, the club is responsible for risks arising from activities and arrangements it controls, while individual players are responsible for their own ordinary decisions and conduct when participating, including playing within their capabilities and exercising reasonable care towards others.

2. Risk assessment

A. Playing environment and equipment

Main risk	Possible harm	Key controls	Responsibility for control
Unsafe or contaminated court surface	Slips, trips, falls or other injuries	Courts and playing areas should be visually checked before play. Unsafe conditions should be reported to leisure-centre staff. Play should not take place where a court presents an unacceptable risk. Particular attention should be paid to dust, dirt, moisture and spills.	Shared: Club / Venue operator
Obstructions around courts	Trips, falls or collisions with bags, chairs or equipment	Bags, chairs and other equipment should be kept a safe distance from playing areas and must not obstruct access routes.	Shared: Players / Club
Hazards developing during a session	Slips, falls or collisions	Play should stop where a significant hazard develops. The hazard should be removed or reported before play resumes.	Shared: Players / Club / Venue operator
Mixed use of the sports hall	Collision or trip hazards from other activities, balls or equipment	Particular attention should be given to hazards created by simultaneous activities. Where hazards arise from balls or equipment entering badminton courts, they should be raised with the venue operator or home club.	Venue operator / Individual players

B. Risks arising from playing badminton

Main risk	Possible harm	Key controls	Responsibility for control
Collisions between players or adjacent courts	Cuts, bruises, strains, falls or more serious injury	Players are responsible for remaining aware of other players and conditions on adjacent courts and for stopping play where an immediate collision risk arises.	Individual players
Being struck by a shuttlecock or racket	Cuts, bruising, eye, head or other bodily injury	Players are responsible for exercising reasonable care towards other participants while playing.	Individual players
Strains, sprains and other sporting injuries	Musculoskeletal injury or aggravation of an existing injury	Players are responsible for deciding whether and how to warm up, for wearing suitable clothing and footwear, and for participating within their own capabilities.	Individual players

Excessive exertion	Illness or injury	Players are responsible for deciding whether they are fit to participate and for playing within their own capabilities. Players who have concerns about their ability to play safely are responsible for seeking appropriate advice.	Individual players
--------------------	-------------------	--	--------------------

C. Injury, illness and medical emergencies

Main risk	Possible harm	Key controls	Responsibility for control
Sporting injury	Minor or significant injury during play	Leisure-centre staff should be contacted where first aid or other assistance is required. The club may also have basic first-aid materials, such as ice packs.	Shared: Venue operator / Club
Sudden illness or medical emergency	Serious illness requiring urgent assistance	Club members should know how to contact leisure-centre staff. Emergency services should be contacted where appropriate. A seriously injured or unwell person should not be left alone where reasonably practicable until appropriate assistance is available.	Shared: Players / Venue operator
Serious incident	Inadequate response or failure to retain an appropriate record	Significant incidents should be reported to the leisure centre where relevant and recorded by the club where appropriate. Any insurance notification or claim should follow the current Badminton England procedure.	Club

D. Participants, behaviour and welfare

Main risk	Possible harm	Key controls	Responsibility for control
Ineligible or unsafe participation	Injury or other harm to the participant or others	The club should maintain clear participation arrangements. Participants are responsible for determining whether they are eligible and fit to play and for participating within their own capabilities.	Individual players / Club
Inappropriate, aggressive or unsafe behaviour	Injury, distress or other harm	Participants should behave safely and with consideration for others. The committee or those running a session may intervene where behaviour creates a safety or welfare concern. Serious incidents should be reported.	Individual players / Club
Personal belongings and valuables	Trip hazards or loss of property	Personal belongings should be stored so that they do not obstruct playing areas or access routes. Participants remain responsible for their personal property.	Individual players

E. Safeguarding and junior participants

Main risk	Possible harm	Key controls	Responsibility for control
Safeguarding concerns involving children or young people	Exposure to inappropriate behaviour or other harm	The club adopts and implements the relevant current Badminton England safeguarding policies and procedures. Concerns should be reported in accordance with those procedures.	Club / Club Welfare Officer
Uncertainty about reporting a concern	A safeguarding concern may not be reported or dealt with appropriately	The Club Welfare Officer, currently John Ridley, is an appropriate point of contact for safeguarding concerns. Alternative Badminton England reporting procedures should be followed where appropriate.	Club Welfare Officer / Club
Junior attendance, arrival and departure	Inadequate arrangements could create safeguarding or welfare risks	Junior players aged 14–17 may attend in accordance with the club's membership and parental-permission arrangements. Parents or guardians remain responsible for arrival and departure arrangements unless other arrangements have been expressly agreed.	Parents or guardians / Club
Transporting or photographing junior players	Safeguarding, privacy or inappropriate-boundary concerns	Club members should avoid providing individual transport unless appropriate arrangements are in place. Photography or recording involving junior players should comply with the club's safeguarding arrangements and applicable consent requirements.	Individual players / Club

F. Venue emergencies and environmental conditions

Main risk	Possible harm	Key controls	Responsibility for control
Fire or other evacuation	Injury from fire, smoke, panic or evacuation	Players and club members should follow the leisure centre's emergency and evacuation procedures and the instructions of leisure-centre staff or emergency services.	Venue operator / All participants
Unsuitable	Dehydration,	Participants should have access to drinking water and	Individual players /

environmental conditions	discomfort or illness	wear appropriate clothing. Where conditions become unreasonably uncomfortable or unsafe, the club should consider modifying or suspending play and raise the matter with leisure-centre staff.	Club / Venue operator
Other venue-related hazards or emergencies	Injury or other harm	The club should follow the directions and emergency procedures of the leisure-centre operator.	Venue operator / All participants

G. Away matches and external venues

Main risk	Possible harm	Key controls	Responsibility for control
Unsafe playing surface or facilities	Slips, trips, falls or sporting injury	Make a reasonable visual assessment of courts and surrounding areas before play. Raise significant hazards with the home club or venue operator. Do not play where conditions present an unacceptable risk.	Venue operator / Home club; players and team captain identify and report obvious hazards
Unfamiliar venue layout or venue-provided equipment	Collision, trip or injury from defective or incorrectly positioned equipment	Take reasonable account of the court layout and obvious hazards. Significant defects in venue-provided equipment should be reported to the home club or venue operator.	Venue operator / Home club; individual players
Injury or medical emergency	Delayed or inappropriate treatment	Identify, where reasonably practicable, how to contact venue staff or emergency services. Use the venue's or home club's first-aid arrangements where appropriate.	Venue operator / Home club; team captain and players
Fire or other emergency	Injury arising from an ineffective response to an emergency	Follow the emergency procedures and instructions of the venue, home club or emergency services.	Venue operator / All participants
Safeguarding concern	Harm to a junior or vulnerable participant	The club's safeguarding arrangements continue to apply to its members. Concerns should be dealt with under the club's adopted Badminton England procedures.	Club / Club Welfare Officer / All participants
Travel to and from matches	Road traffic accident or other travel-related harm	Individuals are normally responsible for their own travel arrangements. Drivers are responsible for ensuring that they are legally entitled, insured and fit to drive. Transport arrangements involving junior players must comply with the club's safeguarding arrangements.	Individual players / Parents or guardians

3. Practical session checklist

Before play

- Courts and playing areas are reasonably safe and free from obvious hazards.
- Nets, posts and other club equipment are correctly positioned and safe.
- Bags and other belongings are kept away from playing areas and access routes.
- Any hazards arising from other activities in the sports hall have been considered.
- There is a clear way to contact leisure-centre staff if assistance is required.

During play

- New hazards, spills or unsafe conditions are dealt with promptly.
- Participants are behaving safely and appropriately.
- Any significant injury, illness or safeguarding concern is dealt with appropriately.

At the end of the session

- Club equipment has been safely removed or stored.
- Significant incidents or hazards have been reported or recorded.
- Issues requiring follow-up by the committee or leisure centre have been identified.

4. Review

This risk assessment should be reviewed annually and following any significant accident or incident, material change to the club's activities or playing arrangements, or identification of a new significant risk. The club committee is responsible for ensuring that the assessment remains appropriate.