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| Activity/Situation/Hazard | Action required |
| Arrival at SL&T Centre | * Children to be dropped and collected in the designated car parking area adjacent to the Centre.  If dropped off by coaches pupils should be escorted into the sports centre and proceed to the pool |
| Area where the children will compete. | * Parent/spectator area is in the spectator area away from pool side * Parents must not go near pool side * The children will be in sight of their teachers at all times. * The pool has been check and tested to make sure it is safe to swim in * All the equipment used to mark out the course has been checked and is safe and suitable for primary children. * The field has been checked to make sure there is no glass or sharp objects on the field * Children will stay with their teachers to go over to the field. |
| Clothing | * Appropriate swimwear must be worn * All children are to wear suitable PE clothing with appropriate footwear. * No jewellery. * No chewing. * No bare feet. |
| Organisation of the competition | * The event starts with the swim then goes onto the field * All schools will pre-declare their team. * Schools should ensure that their pupils are warmed up prior to competing. * The children will be visible at all times. * SSCo/Primary staff will be at the finish line to supervise their children when they have finished the race. And to take down the time for the swim * SSco staff will run the running race. |
| Medical problems | * Class teacher will be aware of their own children? health problems and alert a member of the Schools Sport Partnership to them on arrival. * There will be a designated first aider in attendance from ABACUS first aid company on the edge of the field. * In addition, each school should be bringing their own first aider. |
| Comfort facilities | * Toilets will be available in the SL&T Centre and the cricket facilities * Children to be accompanied to the toilet by their own teachers prior to the event commencing. * Pupils and staff should avoid crossing the course while the races are taking place. |
| Change of arrangements | * The Schools Sport Partnership will carry out a safety check if the weather should become inclement. * In consultation with primary staff a decision will be taken accordingly. |