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| Activity/Situation/Hazard | Action required |
| Arrival at Southend Rugby Club/Hockey Club | * Children to be dropped and collected in the designated car parking area. If dropped off by coaches pupils should be escorted to the Rugby pitches
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| Area where the children will compete | * Parent/spectator area is in the stands of at the ground and behind the railings to the front of the playing area and cordoned off from the competition area and participating pupils.
* Parents must stay behind the fencing/railing
* The children will be in sight of their teachers at all times.
* The area has been checked for glass and other sharp objects.
* All the equipment used to will be checked before use
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| Clothing | * All children are to wear suitable PE clothing with appropriate footwear. Wearing studded/molded boots is advised
* No jewellery.
* No chewing.
* No bare feet.
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| Organisation of the competition | * The event starts with the briefing about the rules and how the competition will run
* Schools should ensure that their pupils are warmed up prior to competing.
* The children will be visible at all times.
* SSCO staff will be running the event.
* SSCO staff will be refereeing the matches
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| 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
* In addition, each school should be bringing their own first aider.
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| Comfort facilities | * Toilets will be available in the Main building adjacent to the first team rugby pitch
* Children to be accompanied to the toilet by their own teachers prior to the event commencing.
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| 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.
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