

# RISK ASSESSMENT

VEX IQ Robotics Competition - Regional Qualifier Gateshead Regional Saturday 1<sup>st</sup> February 2025

| HAZARD RATING<br>(Potential to cause harm without control measures) |             |                                                  |
|---------------------------------------------------------------------|-------------|--------------------------------------------------|
| Rating                                                              | Description | Potential Outcome                                |
| High                                                                | Major       | Major Injury, permanent disability or Ill Health |
| Medium                                                              | Severe      | Injury requiring medical treatment               |
| Low                                                                 | Minor       | First aid treatment required                     |

| RISK RATING<br>(Possibility of harm after application of control measures) |             |                                                                                                  |
|----------------------------------------------------------------------------|-------------|--------------------------------------------------------------------------------------------------|
| Rating                                                                     | Description | Probable Outcome                                                                                 |
| High                                                                       | Probable    | Occurs repeatedly, is an event that is to be expected, or could affect a large number of people. |
| Medium                                                                     | Possible    | Could occur sometime or could affect a few people.                                               |
| Low                                                                        | Remote      | Unlikely to occur, though conceivable, or not many people likely to be affected.                 |

## Work activity / task:

*Teams brought to Woodlea Primary School (DH4 6AR) site by parents or staff, to compete in a Robotics Competition during the day.*

Persons affected: Staff, Students and Visitors to the Regional qualifier for VEX IQ Competition Robotics.

| Hazards                                            | Hazard rating<br>H / M / L | Existing Control Measures                                                                                                                                          | Risk rating<br>H / M / L | Recommendations                                                                                                        | Revised risk rating<br>H / M / L | Action by | Date complete |
|----------------------------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------|---------------|
| Car park and outside space.                        | L                          | Teams transport to be parked in an available parking bay.<br>Teachers/Adults responsible for students and adults leaving transport and walking to School Entrance. | L                        | Adults to supervise pupils at all times.<br><br>Venue discretion regarding limiting available outside space for teams. |                                  |           |               |
| Trip hazard from cables.                           | L                          | All cables will taped down or cable tied.                                                                                                                          | L                        |                                                                                                                        |                                  |           |               |
| Toilets.                                           | L                          | Designated Children and Adult toilets provided by venue, unless stated in Drivers Briefing.                                                                        | L                        | Adults to supervise their children.                                                                                    |                                  |           |               |
| Competition field stability for staff and visitors | L                          | Game perimeter to be correctly installed and secure, hazard tape on floor.                                                                                         | L                        |                                                                                                                        |                                  |           |               |

|                                                                                |   |                                                                                                                                                                                                                                                                              |   |                                                                                                                                                        |  |  |  |
|--------------------------------------------------------------------------------|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|--------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| Electrical appliances                                                          | L | There will be charging points to be used by staff only to plug in their robot batteries using extension cables if needed.<br><br>Student helpers will be shown this area and safety will be discussed when they arrive on the stand. All cables are PAT Tested, as required. | L | Charge points labelled and described in Driver Briefing. Fair and appropriate use by all required.<br><br>All equipment to have team numbers labelled. |  |  |  |
| Storage of packaging, material, and equipment.                                 | L | This will be kept safely and securely away from visitor to minimise any hazards.                                                                                                                                                                                             | L |                                                                                                                                                        |  |  |  |
| VEX robots and a work area where robots will be restored/fixed when necessary. | L | Robots will be contained in a 8'x6' on a non-slip surface field area. The work area will be manned by a teacher/student helper at all times Robots will also be used on the larger competition fields, but again will be monitored by staff.                                 | L |                                                                                                                                                        |  |  |  |
| Fire precautions for staff and visitors                                        | L | Briefing in morning for systems already on place.                                                                                                                                                                                                                            | L |                                                                                                                                                        |  |  |  |
| Team Pit area                                                                  | L | Teams will have allocated Pit area, this will have seating. Possible trip hazards.                                                                                                                                                                                           | L | Adults to supervise and ensure walk ways and pit areas are kept tidy to avoid trip hazards.                                                            |  |  |  |
| Lone working                                                                   | L | None                                                                                                                                                                                                                                                                         | L | Pupils to be always supervised.                                                                                                                        |  |  |  |
| Child visitors using the robotic controllers to operate the Robots.            | L | Monitored by student helps and DBS checked teachers and adults, depending upon venue requirements.                                                                                                                                                                           | L |                                                                                                                                                        |  |  |  |
| Persons/Students with Special Needs                                            | L | Monitored by staff and they should be accompanied by carer/teacher.                                                                                                                                                                                                          | L |                                                                                                                                                        |  |  |  |
| Handling of Robots and Competition Field.                                      | L | Trolley brought to show, competition in 3 manageable packages.                                                                                                                                                                                                               | L | Empty boxes to be stored away from visitors                                                                                                            |  |  |  |

|                                           |   |                                          |   |                                                                                       |  |  |  |
|-------------------------------------------|---|------------------------------------------|---|---------------------------------------------------------------------------------------|--|--|--|
| First Aid requirements                    | L | First Aider on site                      | L | Schools or parents with have medical issues mitigated with their own risk assessment. |  |  |  |
| Publicity material – Pull ups and Banners | L | Secured to best available fixing points. | L |                                                                                       |  |  |  |
| <b><u>Comments</u></b>                    |   |                                          |   |                                                                                       |  |  |  |

Date of Assessment \_\_\_\_01/07/24\_\_\_\_\_Assessed by Michael Nelson Date of next Assessment 1<sup>st</sup> July 2025