

RISK ASSESSMENT

VEX IQ Robotics Competition – City of York Regional Qualifier: St. Peter's School, York YO30 6AB Wednesday 4th February 2026

HAZARD RATING (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 (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 St. Peter's School, York, YO30 6AB 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 H / M / L	Existing Control Measures	Risk rating H/M/L	Recommendations	Revised risk rating H / M / L	Action by	Date complete
Accessing/movement around the car park and outside space.	H	- Mini-buses to be parked in an available parking bay. - Coaches to drop off/pick up from outside school only. - Designated paths for accessing front of school. - Speed limits and traffic control measures in place. - CCTV in external areas.	L	- Adults to always supervise pupils. - Adults are to ensure paths are used.	L	All	4/2/26
Trip hazards posed by cables.	M	All cables will taped down or cable tied at the main stage away from competition and skills fields.	L	Adults are responsible for ensuring their pupils charge devices in the designated charging area in the Foyer only. Devices must be	L	All	4/2/26

				clearly labelled.			
Harm coming to a pupils from adults	H	• All accompanying visitors to sign in at reception and provide photo ID • All adults will be provided with a visitor's photo lanyard which must be returned at the end of the day. • School safeguarding policy in place. • DSL team in place and contactable throughout event.	M	• Accompanying adults are responsible for ensuring that all teams sign in at the Memorial Hall foyer. • All accompanying adults are responsible for the supervision of the pupils in their care. • All accompanying adults must ensure that bring some form of photo ID to the event to present at reception.	L	All	4/2/26
Harm coming to pupils from other pupils	H	• All accompanying staff are to remain vigilant for poor behaviour - pupil on pupil	M	• All accompanying adults are responsible for the supervision of the pupils in their care.	L	All	4/2/26
Harm coming to pupils from access/supervision to/from/whilst using toilet facilities.		• Designated Children and Adult toilets provided by venue: ○ Visiting staff to use toilets by reception. ○ Visiting pupils to use toilets to the right of the Memorial Hall.	L	• Team meeting will show layout of toilets for both accompanying adults and visiting pupils. • Visiting pupils instructed to go to the toilets in pairs at team meeting.	L	All	4/2/26
Risk of trip/fall from competition field - stability for staff and visitors	L	• Game perimeter to be correctly installed and secure, hazard tape on floor.	L	• All competing teams are responsible for leaving the competition/drivers skills field as they found them. • All teams are responsible for reporting any issues to the EP.	L	All	4/2/26

Fire/Trip fall risks posed by Charging electrical appliances.	L	- In the memorial hall foyer there will be charging points to be used by staff only to plug in their robot batteries using extension cables if needed. - Team meeting will show this area and safety will be discussed when they arrive on the stand. - All cables are PAT Tested, as required.	L	- Charge point labelled and described in Team Meeting. Fair and appropriate use by all required. - All teams are responsible for ensuring that their devices are suitably PAT tested prior to arrival. All equipment to have team numbers labelled.	L	All	4/2/26
Trip/Fall due to thoroughfares blocked with storage of packaging, material, and equipment.	L	- This will be kept safely and securely away from visitors behind the stage to minimise any hazards. - Team bags/equipment are to be kept under tables in team pit areas.	L	- Accompanying adults and visiting pupils are responsible for their belongings at all times. - Adults to supervise and ensure walk ways and pit areas are kept tidy to avoid trip hazards. - Bags/ boxes are to be stored under desks in pit area.	L	All	4/2/26
Trip hazards posed by VEX robots and a work area where robots will be restored/fixed when necessary.	L	- Robots will be contained in a non-slip surface field area on the competition/driver skills fields. - Teams are assigned designated work areas and their use will be monitored by accompanying adults.	L	- Team areas will be identified with A4 printed signs on arrival. - Accompanying adults are responsible for the supervision of the pupils in their care at all times.	L	All	4/2/26
Fire precautions for staff and visitors	H	Team meeting in morning will identify field in front of the pavilion as safe fire point.	L	EP staff will help guide visitors out of the building in the event of a fire alarm	L	All	4/2/26

Lone working	L	None	L	Pupils to be supervised at all times.	L	All	4/2/26
Persons/Students with Additional Needs	L	Monitored by staff and they should be accompanied by carer/teacher.	L	Ramp access to Memorial Hall for wheelchair users.	L	All	4/2/26
First Aid requirements	L	- Dedicated Medical Centre on site - Designated first aiders on site	L	Schools or parents with have medical issues mitigated with their own risk assessment.	L	All	4/2/26
Risk of injury from falling Publicity material – Pull ups and Banners	L	Stored away from thoroughfare either side of stage.	L	Stage volunteer/EP use only	L	All	4/2/26
<u>Comments</u>							

Review of Assessment 04/02/2026