

Bushi Kempo Ju Jitsu (BKJJA) Risk Action Plan

To be completed by the club instructor at the time a club is set up and as and when a new risk may arise. (See notes, below.)

Date of risk review.....

Compiled by..... Date.....

Function/activity.....

Reviewed by..... Date.....

Risk (from risk assessment)	Actions to treat risk	Person responsible	Timetable for implementation	Monitoring of risk
<i>e.g. Tripping and falling onto a hard surface</i>	<i>e.g. Remove any object that can cause slip trip or fall. Make participants aware of dangers e.g. slipping, tripping</i>	<i>e.g. John Smith (coach)</i>	<i>e.g. remove objects before sessions. Make participants aware before and during</i>	<i>e.g. Needs to be assessed before every session.</i>

Notes: A risk assessment is needed when a new club is set up or an event is held. Any risks, such as trip hazards, unprotected pillars, unsafe training mats or training equipment must be noted and action taken to address that risk. Risks may also arise at any time – For example: Wear and tear to mats and training equipment, items blocking fire exits, spilled water, leaking roofs, premises insecure allowing strangers to enter, etc. All such risks should be recorded and action taken