

Unit OF2 Contribute to the health, safety and protection of participants and others during the sport/activity

Introduction

Summary

Officials have an important role to play in maintaining the health and safety of participants and other staff involved in an event. They may also have some responsibility for the protection of children and other vulnerable people.

The unit is divided into three parts. The first part (pages 2 – 4) describes the three things you have to do. These are:

OF2.1 **Assess and control risks**

OF2.2 **Respond to incidents and emergencies**

OF2.3 **Contribute to the protection of children and other vulnerable people**

The second part covers the knowledge and understanding you must have. The final part explains what some of the words used in this unit mean.

Target Group

This unit is for officials in a variety of sports and officiating roles.

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OF2.1

Assess and control risks

The National Standard

What you must do

To meet the national standard, you must:

1. carry out required checks and identify any **hazards**
2. assess the risks associated with these **hazards**
3. make sure there are approved ways of controlling these risks
4. consult appropriate colleagues when necessary
5. encourage everyone present to behave with due regard to health and safety
6. monitor safety procedures to make sure they are being followed
7. keep records and make reports as required.

What you must cover

This element covers the following types of:

- a hazards and risks, to do with**
- 1 physical environment and resources
 - 2 performer dress and equipment
 - 3 performer behaviour
 - 4 performer representatives
 - 5 spectators/bystanders
 - 6 officials

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OF2.2

Respond to incidents and emergencies

The National Standard

What you must do

To meet the national standard, you must:

1. carry out your own responsibilities within an agreed emergency action plan
2. identify **incidents and emergencies**
3. provide information and support to others as required
4. record and report incidents and emergencies according to organisational and legal requirements
5. work with others to evaluate potential hazards, incidents and emergencies and find ways to improve health and safety procedures

What you must cover

This element covers the following types of:

- a **incidents and emergencies**
 - 1 involving individuals
 - 2 involving groups
 - 3 involving large numbers of people

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OF2.3

Contribute to the protection of children and vulnerable people

The National Standard

What you must do

To meet the national standard, you must:

1. comply with agreed child protection policies and national governing body procedures
2. make sure own behaviour with children and other vulnerable people is appropriate and not likely to lead to personal accusations
3. report any concerns about child protection to the appropriate people/organisation.

What you must cover

Your must show you meet the standard opposite.

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What you must know and understand

To be competent in this unit, you must know and understand the following

- K1 Basic requirements of relevant health and safety and child protection legislation and their implications for your role as an official
- K2 The requirements of your organisation in relation to health and safety and child protection
- K3 The principles of the duty of care
- K4 The relevant normal and emergency operating procedures for the facilities where you officiate
- K5 The importance and principles of risk assessment
- K6 The types of hazards that are common in the areas where you officiate
- K7 How to carry out basic risk assessments of the types of hazards you are likely to come across
- K8 How to control the common risks you are likely to come across
- K9 What to do when the level of risk is unacceptable
- K10 Your own technical limitations when it comes to risk assessment and control and what to do if you feel unable to deal personally with identified hazards
- K11 How to promote safety to all those present and why this is important
- K12 How to check that safety procedures are being followed
- K13 Ways in which you can help to improve health and safety
- K14 The types of incidents and emergencies that you need to be able to deal with
- K15 Your responsibilities when these incidents and emergencies occur
- K16 What types of information you may need to convey to others and how to do this
- K17 Relevant records and reports
- K18 The importance of child protection
- K19 Your responsibilities in relation to child protection

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What We Mean by Some of the Words Used in this unit

Appropriate colleagues	<i>other officials or governing body representatives who are knowledgeable about health and safety issues</i>
Emergency Action Plan	<i>a plan for the event or venue that covers what people should do in an emergency</i>
Hazard	<i>something that may cause harm</i>
Incidents and emergencies	<i>for example, injuries, illnesses, spectator problems etc.</i>
Official	<i>anyone who is assisting with the application of rules/laws, for example: referees, umpires, race marshals, judges, scorers etc.</i>
Performers	<i>those who are taking part in the sport or activity, usually known as players or competitors</i>
Performer representatives	<i>for example, managers, coaches, parents</i>
Physical environment	<i>where the sport or activity is taking place, for example, court, pitch, track etc.</i>
Risk	<i>the likelihood of a hazard actually causing harm</i>
Vulnerable adults	<i>for example, adults with disabilities or learning difficulties</i>