



RISK ASSESSMENT FOR SCHOOL KARTING TRIPS

Site: Teesside Karting Limited	
Risk Assessment of Karting events for schools. Including track use, spectator safety and general site safety.	Date of Assessment; 30/05/2019 Reviewed On:
Who Might be Affected? Staff, students, visitors	Name of Assessor Paul Barker of Southall Associates and Kathryn Franklin of Teesside Karting

What are the Hazards?	How could people be Harmed?	Control Measures to be Applied
Reckless or inexperienced driving	Inexperienced or reckless drivers may attempt to drive beyond their capabilities risking crashing.	<ul style="list-style-type: none"> All racers attend a pre race brief, which is approved by the NKA and covers all necessary safety points. All racers read and sign the Risk Awareness and Acknowledgement. The power of kart used by a customer is determined by their age. If the customer is under the age of 16, they use less powerful single engine kart. However if the customer is over the age of 16, they may race in a twin engine kart. All racers are required to demonstrate a brake test in the pit prior to racing All racers wear overalls, gloves and helmets. All races are supervised by trained and experienced marshals with first aid training. Rolling Marshals control the first lap in order to assess the competency of participants. The number of racers is limited dependant on the type of race/event. Karts of different power are not run on the track at the same time unless the users are all from the same group (e.g. students and teachers racing together). A flag and light system is used to control races. Any reckless driving results in being removed. No one is permitted to drink alcohol prior to racing. The track entry gate is closed but not locked during races to allow easy access to emergency vehicles.
Lack of suitable customer induction/training	Customers may not understand flag/digital signals, which are used to control the race. Customers may not know what to do in the case of their go-kart spinning out, a crash, or during an emergency.	<ul style="list-style-type: none"> A briefing room is used to issue a briefing session prior races. This can be issued verbally by a member of staff or through use of a TV. If there are more than 30 participants, the briefing session is always issued manually by a member of staff. The briefing is recorded on video. Participants sign a briefing confirmation sheet following the briefing.
Karts in close proximity to the track marshals	Track marshals could be struck by moving karts, particularly while they tend to stranded karts.	<ul style="list-style-type: none"> Marshals are suitably trained and have completed race management courses. Marshals wear high visibility clothing and safety shoes. Marshals are positioned in designated areas of the track and in purpose built shelters to protect them from flying debris.
Disabled or high risk visitors	Disabled racers may be less aware of dangers of karting and may need additional supervision. Some racers may be taking medication that could affect their ability to drive. Unborn children of pregnant racers may be harmed in collisions.	<ul style="list-style-type: none"> All controls in the Reckless or inexperienced driving assessment are adhered to Group Leader (i.e. school trip leader) to communicate all relevant medical issues to Teesside Karting in advance of the visit. Any areas of concern will be raised and visitors will be asked to provide a letter from a doctor stating they are medically fit to race a go kart. Group Leaders are asked to participate in the pre race brief to ensure that the racers fully understand the brief.

Track/Barrier damage	Damage to the track can cause karts to flip or suffer mechanical damage that could impact on safety. Barrier damage may reduce the effectiveness of safety barriers in the event of a collision.	<ul style="list-style-type: none"> The track is secured when not in use to prevent any unauthorised access or vandalism. The track is inspected daily prior to use by an experienced marshal and any damage is assessed and repaired as far as is reasonably practicable The track is inspected by the NKA annually and any faults are highlighted and rectified. Experienced marshals assess any 'in race' damage, and if it is considered to impact on the safety of other racers the track is closed until the issue is rectified.
Faults with go-karts and/or participant PPE	A kart may crash if it is poorly maintained or has been accidentally damaged.	<ul style="list-style-type: none"> The kart driver tests the kart's brakes before they are allowed to begin the circuit. This happens in the pits and involves the driver holding the brake and applying the accelerator. If the kart is held in place, the brakes are deemed to be in an acceptable condition. If this is not the case, a replacement kart with adequate brakes is used instead. The condition of kart wheels are checked regularly. Maintenance of karts is overseen by 3 trained mechanics. Each kart is fully inspected and maintained regularly. It is checked that customer helmets fit well before they are allowed to drive the kart.
Contact with dangerous parts of karts	Some parts of the kart will become hot during racing which can cause burns. Racer could inadvertently put their arms or legs outside the kart or into moving parts.	<ul style="list-style-type: none"> All racers are informed in the safety brief to keep limbs inside the kart at all times Karts are designed to have moving parts enclosed as far as is possible with physical guards Hot parts are covered so far as is possible All racers wear overalls and gloves meeting appropriate safety standards.
Spectator Injury	Spectators on the trackside could be injured by cars crashing into barriers or by flying debris.	<ul style="list-style-type: none"> Spectators are only permitted in designated barriered areas. Spectating students are supervised by their teachers and/or school staff. If an event where a large volume of spectators is anticipated the grass bank area will be fenced off with temporary event fencing to prevent spectators approaching the track barriers. When a larger number of spectators are on site, additional marshals are used. Suitable signage is in place to warn spectators away from entering dangerous areas. Additional security staff are employed during events where a large number of spectators are expected. 'Prohibited Area' signs are displayed and barriers used to prevent access to areas that spectators should not enter. Paramedics are on site during track days and large events.
Poor management of races	Poor management of races could lead to an increased risk of crashes.	<ul style="list-style-type: none"> Employees have completed a race management course. Members of management have completed the 'Race Directors' course. Larger events are planned well in advance to ensure that appropriate controls will be in place to account for the greater number of spectators. The number of racers is limited depending on the type of event and the vehicles being used. Marshalls communicate with radios A race control room is used to manage the races and the electronic flag system.
Public access to workshop/garage	Customers / school staff and students could suffer various injuries if they wander into the workshop.	<ul style="list-style-type: none"> There is no access to the workshop for customers. Clear 'no unauthorised access' signage is erected on the doors into the workshop Visitors are escorted on site. Students are supervised by school staff. Spectators are kept in designated areas away from the workshop. Workers reminded to challenge anyone entering the workshop without permission. Machines locked off at mains switch when workshop is unmanned.
Insufficient numbers of first aid kits or qualified first aiders	Inability to administer adequate and correct first aid	<ul style="list-style-type: none"> First aid kits are located at various locations throughout the site. If items within the first aid kit are removed by employees, they are responsible for informing their manager to refill kits or order further supplies. An appropriate number of first aiders have been trained and are

		<p>available in different areas of the site.</p> <ul style="list-style-type: none"> • A check on the first aid kits is completed periodically.
Fire	If trapped in the premises, all staff and visitors could suffer from smoke inhalation or burns and lead to potentially fatal consequences.	<p>Fire Detection.</p> <ul style="list-style-type: none"> • Fire detection via staff members and a manual alarm is located to the front of the office building. Staff are trained in emergency procedures and understand how to raise the alarm in an emergency. <p>Fire Exits and Assembly Points.</p> <ul style="list-style-type: none"> • Fire exits are marked with adequate signage (running man). • Fire exits are easily and immediately openable and unobstructed at all times. • A designated fire assembly point has been established at the front of the premises. <p>Fire Extinguishers</p> <ul style="list-style-type: none"> • Fire extinguishers are serviced annually • Fire extinguishers are located throughout the building, unobstructed and located to prevent damage. They are not used to prop open fire doors. <p>Housekeeping/General precautions</p> <ul style="list-style-type: none"> • The Fire Emergency Plan is displayed at locations throughout the premises. • Good housekeeping – waste bins emptied daily. The storage of empty cardboard boxes and other such combustibles is kept to an absolute minimum. • Smoking is prohibited within the building and is only allowed in designated areas. • Electrical appliances and system is maintained (See Section Electrical Equipment). • Electrical equipment where possible should be switched off when not in use for long periods. • The site is locked and secured at night to minimise the risk of arson. <p>Fire Safety Management</p> <ul style="list-style-type: none"> • Southalls safety audits are undertaken to verify fire safety standards are maintained throughout the site.
Electrical Equipment (Fixed Installation and Portable Appliances)	All staff could incur potentially fatal electrical shocks or burns if they use faulty electrical equipment.	<p>Teesside Karting arrange for a competent engineer to inspect the fixed electrical system every 3 to 5 years, as part of this commitment the Company has implemented the following control measures:</p> <ul style="list-style-type: none"> • The fixed electrical system is inspected and tested every 3 to 5 years. • Portable appliances receive routine user visual checks for signs of physical damage, visual checks are not recorded unless a fault is found. • Portable electrical equipment is tested for electrical safety at correct intervals and labelled with the date of the test. • All new electrical equipment carries the CE mark. • Employees are instructed to stop using faulty equipment immediately and report faults to the relevant manager. (e.g. exposed cable, broken casing). The equipment should be then suitably labelled and taken out of use until a repair has been effected. • Double insulated tools are used where possible – these do not require PAT testing. • Equipment will be checked as part of the manager's monthly audit. Any defective equipment identified during the audit or by staff in the meantime, will be removed from use. • Employees are instructed not to bring in electrical equipment from home. • No modifications, repairs or additions are to be made to the fixed wiring or portable appliances by anyone other than a qualified electrician.
Inadequate Lighting.	Poor lighting is likely to result in higher levels of work error and accidents.	<ul style="list-style-type: none"> • Good quality lighting is provided throughout the building and site. • In house managers monthly auditing and external auditing identifies lighting issues. <p>Internally</p> <ul style="list-style-type: none"> • Internally windows allow in high levels of natural light and this is

		<p>supplemented by good quality fluorescent strip lighting in other areas.</p> <ul style="list-style-type: none"> • Stacking of materials in storage is restricted in order to avoid blocking artificial light and creating shadows. • When lights flicker or fail, staff report it to management who will then action the repair. • Blinds provided at windows as required. <p>Externally.</p> <ul style="list-style-type: none"> • Good quality spotlights are provided at locations to provide adequate lighting during the hours of darkness in the external areas of the site, including the track.
Slips & Trips	Slipping on spillages, water or tripping over obstructions.	<ul style="list-style-type: none"> • Good housekeeping standards are maintained and routinely checked by management during daily checks and managers monthly audits. • Pedestrian routes such as floors and stairs, are kept clear of trip and slip hazards. • Areas are well lit. • Mopping of floors is conducted during quiet times when staff and customers are not heavily concentrated in dining areas. • Flooring is maintained in good condition and this is monitored by staff. • Provision and use of wet floor signs when spillages have occurred. NB All spillages are cleared as soon as possible afterwards and not simply left. • Mats are provided at entrance doorways when required.
Supervision and Safeguarding	Poor supervision could lead to visitors getting lost and potential to go into unauthorised areas/ monitored by only one person	<ul style="list-style-type: none"> • Children are not left alone with one adult , the tracks and marshall allocation always ensures there are a minimum of 2 people at all times with children" • Staff are competent and understand their roles. • Staff ensure that the visiting school have adequate controls in plan including using buddy systems, large groups split in small groups • Briefing is given to all on what to do if separated from group. • Head counts are carried out by marshalls particularly at arrival/departure points, and when separating and reforming groups in coordination with school staff

Actions Raised

Action	Target Date	Completed By	Completed Date	Complete?
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