

HEALTH AND SAFETY

UNIT 7

Combat Academy Instructor Training Programme

HEALTH AND SAFETY

UNIT 7

Learning Outcomes

The aims of this unit are to enable you to:

- Have a broad based knowledge of the importance of health and safety to run a class or activity safely and compliantly.

Risk Assessment

Managing health and safety effectively in the business involves controlling the risks associated with teaching self defence. This involves thinking about what might cause harm to students / practitioners and determining the steps you need to take to mitigate that harm.

This is known as a risk assessment and we required by law to carry it out.

When putting a risk assessment together you need to think about:

- A hazard – anything that may cause harm whilst participating in the class, such as wearing inappropriate shoes, wearing dangly jewellery, health conditions, trips and falls, equipment, weather conditions etc.

TUTOR TALK



Before you run any self defence activities you must have all the relevant insurances in place. In order for these policies to be issued and valid all of the correct best practice policies should be in place. You must also understand that each new activity or site will carry its own situational risk and hazards and therefore an instructor must possess the ability to dynamically change policies and conduct risk assessments accordingly.

- The risk – is the chance whether high, medium or low that a student /practitioner may be harmed by the hazards, together with an indication of how serious the harm could be.

A detailed risk assessment will recognise and rate the risk then, where required, implement mitigation measures to bring the risk rating down to an acceptable level.

Combat Academy provides a sample template (below) which is available as a working excel document.

Self Defence Training Risk Assessment [Compatibility Mode] - Excel

Completed by: Reece Coker Signed: R Coker

Activity: SELF DEFENCE TRAINING		Completed by: Reece Coker		Signed: R Coker			
Hazards		Who may be harmed		Nos	Risk	Risk Status	
1	Assault & confrontation from the general public	DIRECTLY AFFECTED		1	4	4	L
2	Illness such as Asthma or contamination	ALL		3	2	6	M
3	Slips, trips, falls			2	3	6	M
4	Inoleman weather			3	2	6	M
5	Electrical shocks			1	2	2	L
6	Struck by moving vehicle			2	6	12	H
7	Restricted height			5	3	15	H
8							
9		INDIRECTLY AFFECTED					
10		Site Staff					
11		Visitors					
12		Public					
Control Measures (M/H only)				Residual Risk			
Risk measured as Very High MUST be stopped immediately				L	S	Risk	Risk Status
Assault & confrontation from the general public							
1	1. Site induction training and awareness of the contents of the Assignment Instruction. 2. Duty Managers to be present at all times 3. Self Defence Operatives to have means for summoning urgent assistance & to be aware of nearest telephone in the event of incidents 4. All Duty Managers to be trained in Conflict Management & Communication Training. 5. Use of radio communications			1	3	3	L
Illness such as Asthma or contamination							
2	1. All Self Defence Operatives are to be briefed on actions to be taken on discovering anything suspicious or dangerous found (sharps / body fluid contaminations) whilst on external patrol including the fact that all incidents should be referred to TL 2. Guidance on body fluid contamination to be found on the AI 3. All provided PPE is to be used in accordance with the provided training			1	1	1	L
Slips, trips, falls							
3	1. All Self Defence Operatives should remain aware of their own Health & Safety when responding to incidents and whenever possible any external incident response must be carried out by two (2) Self Defence Operatives. 2. All Self Defence Operatives patrolling outside are to wear the correct PPE at all times			1	3	3	L


Trainees HQ TEAM

Health and Safety Policy

All firms should be committed to managing health and safety across their business. The policy must detail a business's general approach and the arrangements they have put in place to manage health and safety, detailing the who does what, when and how:

- Statement of general policy – what you intend to do
- Organisation details – who has responsibility for health and safety matters
- Action / arrangements – how the hazards identified in the risk assessment will be controlled.

An example health and safety policy can be found as appendix A (screenshot below).


Health and safety policy
Health and Safety Executive

Combat Academy UK Health and Safety Policy

Combat Academy UK provides self defence training to the public, corporates, schools, youth groups and public sector and professional agencies.

This is the statement of general policy and arrangements for:

	Self Defence Course Delivery
Overall and final responsibility for health and safety is that of:	Huw Roberts – Managing Director
Day-to-day responsibility for ensuring this policy is put into practice is delegated to:	Ross McLeod – Chief Operating Officer

STATEMENT OF GENERAL POLICY	RESPONSIBILITY OF: Name/Title	ACTION/ARRANGEMENTS
To prevent accidents and cases of work-related ill health and provide adequate control of health and safety risks arising from work activities.	Ross McLeod	Relevant risk assessments completed and actions arising out of those assessments implemented. (Risk assessments reviewed every year, or earlier if working habits or conditions change.) Dynamic risk assessments and location / activity specific risk assessments in place prior to commencement of any off-site training delivery.
To provide adequate training to ensure employees are competent to do their work.	Reece Coker Chief Instructor	Health and safety and instructor training programme with all competencies tested and recorded. Operational Procedures: <ul style="list-style-type: none"> Assessing for injuries prior to training (recorded on health questionnaire) Warming up a class safely Size of group – instructor ratio no more than 1 – 15 Safe sanctioned training activities to be carried out Level of contact and control to be maintained Any injuries to be recorded
To engage and consult with employees on day-to-day health and safety conditions and provide advice and supervision on occupational health.	Huw Roberts Ross McLeod All staff	Staff routinely consulted on health and safety matters as they arise but also formally consult regular health and safety performance review meetings or sooner if required.
To implement emergency procedures – evacuation in case of fire or other significant incident.	Duty Manager / TL on day	Escape routes well signed and kept clear at all times. Evacuation plans are tested from time to time and updated as necessary.
To maintain safe and healthy working conditions, provide and maintain, equipment and PPE, and ensure safe storage/use.	Duty Manager on day / TL Ross McLeod	Toilets, washing facilities and drinking water provided. System in place for routine inspections and testing of equipment and machinery and for ensuring that action is promptly taken to address any defects. Staff trained to carry out dynamic risk assessment specific to the operational location.

More information

More information on health and safety and putting together risk assessments can be found on the Health and safety Executive website - <http://www.hse.gov.uk>