



# Ringling World National Youth Contest

## GENERAL RISK ASSESSMENT FORM

### Section 1: Assessment Overview

Assessment Reference Number: RWNYC1	Version Control	1.2
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Name of Assessor	David Hull – RWNYC Organiser
Description of Area / Procedure / Task being assessed	The Ringling World National Youth Contest - a national one-day event for bellringers aged 18 or under, held annually in and around a city in the UK.
Location	Various

### Section 2: Review

Date for Next Review of this Document	Date Document Reviewed	Reviewed by (print name)	Signature
31 <sup>st</sup> January 2022			

### Section 3: Risk Assessment

#### Risk Matrix

Hazard Severity Score		Likelihood		Severity	Probability	1	2	3
Negligible Injury or Damage	1	Unlikely	1	1	1	LOW	MEDIUM	MEDIUM
Minor Injury or Damage	2	May Happen	2	2	2	MEDIUM	MEDIUM	HIGH
Major Injury or Death	3	Almost Certain	3	3	3	MEDIUM	HIGH	HIGH

No.	Description of Hazard	Hazard Score	Initial Likelihood Score	Initial Risk	Controls	Residual Likelihood Score	Residual Risk
1	Safeguarding	2	2	Medium	<ul style="list-style-type: none"> <li>▪ All teams are the responsibility of their local organiser who is an identified responsible adult, and whose contact details have been shared with the RWNYP Organiser.</li> <li>▪ Access to all venues is strictly controlled to those participating in the contest and associated responsible adults, all of whom are pre-registered and issued with identifying wristbands.</li> <li>▪ A list of volunteers is shared with the local Diocesan Safeguarding Officer who has not identified any individuals of concern.</li> <li>▪ A set of safeguarding guidelines is in place, published on the contest website, and adhered to: <ul style="list-style-type: none"> <li>▪ <a href="https://rwnyc.ringingworld.co.uk/safeguarding-guidelines/">https://rwnyc.ringingworld.co.uk/safeguarding-guidelines/</a></li> </ul> </li> <li>▪ A local safeguarding lead is identified and their name and contact details published in the programme for the event. All stewards and responsible adults are instructed to contact the safeguarding lead in the event of a safeguarding incident occurring.</li> <li>▪ All those providing transport services (e.g. shuttle bus drivers) should hold DBS checks.</li> <li>▪ The team leaders have all signed a declaration stating: <ul style="list-style-type: none"> <li>▪ I, the team organiser, confirm that: <ol style="list-style-type: none"> <li>1. I accept the rules and safeguarding guidelines of the RWNYP and agree to abide by them.</li> <li>2. I agree that decisions made by the RW Board and RWNYP Organiser with regard to the 2021 Contest are final and fully binding.</li> <li>3. I am aged 18 years or over.</li> <li>4. I / the adult responsible for the team on the day have current DBS clearance.</li> <li>5. I understand that a final team list will be requested on the day of the contest. I will sign this to confirm that: <ol style="list-style-type: none"> <li>a) I have consent from the parents/guardians of all of my team members aged under 18 for them to take part in the Contest.</li> <li>b) I have agreed with the parents/guardians of all of my team members aged under 18 that I will take responsibility for the duty of care of said team members throughout the day.</li> <li>c) I have consent from the parents/guardians of all of my team members aged under 18 that the names of team members, and any photographs taken of them, may be published by The Ringing World and may be used for associated publicity purposes which may include but are not limited to The Ringing World print publication, website and social media sites. If I do not have this full consent, I will have agreed in writing with the RW Editor and RWNYP Organiser the exceptional conditions and necessary actions, at least two weeks before the Contest.</li> </ol> </li> </ol> </li> </ul> </li> </ul>	1	Low

2	Injury or accident	2	2	Medium	<ul style="list-style-type: none"> <li>▪ All young ringers remain the responsibility of their team leaders for the duration of the event.</li> <li>▪ Movement between venues - including access to transport, crossing roads, etc - is supervised by team leaders and other responsible adults.</li> <li>▪ All team leaders and stewards are competent bellringers.</li> <li>▪ All ringing is supervised by adult team leaders and stewards appointed by the contest organisers, and facilitated by other competent adult bellringers.</li> <li>▪ All participants are familiar with church towers, and have an understanding of how to behave responsibly and safely when in them.</li> <li>▪ All bell installations visited are in a good state of repair.</li> <li>▪ Access to towers is controlled by stewards to prevent overcrowding.</li> <li>▪ First aid provision is available at the contest headquarters.</li> <li>▪ All towers have emergency details (including postcodes and What3Words addresses) displayed clearly.</li> </ul>	1	Low
3	Young ringers getting lost	2	2	Medium	<ul style="list-style-type: none"> <li>▪ All young ringers remain the responsibility of their team leaders for the duration of the event.</li> <li>▪ Each squad of young ringers travels together during the day, following a set itinerary.</li> <li>▪ Mobile phone numbers for organisers are published in the event programme.</li> <li>▪ All venues are staffed by appointed stewards who can advise and help if necessary.</li> </ul>	1	Low
4	Inappropriate behaviour	1	2	Medium	<ul style="list-style-type: none"> <li>▪ All young ringers remain the responsibility of their team leaders for the duration of the event, including the maintenance of appropriate standards of behaviour.</li> <li>▪ Organisers and/or stewards will intervene if necessary, particularly if the behaviour represents a risk to safety or is disruptive to other participants.</li> </ul>	1	Low
5	Covid precautions	2	3	High	<ul style="list-style-type: none"> <li>▪ The following information and guidance has been distributed to all team leaders and stewards: <ul style="list-style-type: none"> <li>▪ The local organisers assure me that all venues and towers are well ventilated. <ul style="list-style-type: none"> <li>○ The stewards have been asked to restrict the number of people in a tower at any one time to twice the number of bells at that tower. This may mean that wait times at some towers are slightly longer, and we ask that you as team leaders help to manage expectations.</li> </ul> </li> <li>▪ The room being used for the results has a capacity of 600, but we are expecting around half that number to attend on Saturday. We will arrange the seating so that teams are socially distanced from each other. <ul style="list-style-type: none"> <li>○ The results will last approximately 30 minutes.</li> <li>○ Medals will be collected rather than placed around necks - in a similar way to the Olympics and Paralympics in 2021.</li> </ul> </li> </ul> </li> </ul>	2	Medium

					<ul style="list-style-type: none"> <li>We ask that all those attending - children and adults - take a Lateral Flow Test no more than 48 hours prior to the event. Anyone with a positive test or with any symptoms should not attend. We know that all children returning to school are required to have a mandatory test.</li> <li>We recognise that some teams who have no substitutes may find themselves without a full contest band if a positive test occurs during the week. If you find yourself in this position, please contact me and I will see if any teams with similar itineraries have any spare ringers they might lend you.</li> <li>As per the CCCBR's Covid guidance (<a href="https://cccb.org.uk/wp-content/uploads/2021/08/Guidance-at-a-glance-2.2.pdf">https://cccb.org.uk/wp-content/uploads/2021/08/Guidance-at-a-glance-2.2.pdf</a>), facemasks are expected - but not mandatory - if ringing with unvaccinated ringers (i.e. all children). It is not expected that the young ringers will wear facemasks when ringing their contest test piece, although they may choose to do so if they wish.</li> </ul>		
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**Section 4: Assessment Sign-Off**

<b>Assessor's Signature</b>	<i>David Hull</i>	<b>Position</b>	<b>RWNYC Organiser</b>
<b>Print Name</b>	DAVID HULL	<b>Date</b>	7th September 2021
<b>Additional Comments</b>			

<b>Assessment Agreed by</b>	<b>Elva Ainsworth</b>	<b>Position</b>	<b>Ringling World Board representative</b>
<b>Print Name</b>	ELVA AINSWORTH	<b>Date</b>	7th September 2021
<b>Additional Comments</b>			