



Risk Assessment

Day: Monday

Date: 05/01/2026

Location: Badgeworth Village Hall, Badgeworth, Cheltenham, Glos. GL51 4UW

The following is compulsory and should be considered in conjunction with the action points on this risk assessment.

- A proper warm up will be carried out at the start of every lesson.
- Student numbers will always be controlled by the instructor.
- All members have access to a copy of the club rules and student charter.
- Any person feeling unwell or with any other medical condition / injury must contact the instructor BEFORE starting the session, or immediately should the condition develop during the class.
- Any other club rules or association guidelines will be properly observed throughout all classes and training sessions.

Hazard/Danger	Who is at Risk?	Control Measures in Place	Risk Factor (1-5)	Review of Measures	Further Observations
Slips, trips, and falls on wet or uneven surfaces	All participants	Regular inspection of the training area for any hazards or obstacles	3	Review the effectiveness of floor maintenance and repair processes.	Encourage participants to wear appropriate footwear and provide non-slip mats in high-risk areas.
Physical injuries during training sessions	All participants	Conduct thorough warm-up and stretching exercises before each session	4	Monitor the implementation of proper techniques and ensure the use of appropriate protective equipment.	Regularly assess the skill levels of instructors to maintain a safe training environment.
Inadequate supervision and instruction	All participants	Maintain appropriate instructor-to-participant ratios based on class size	2	Conduct regular assessments of instructor qualifications and training techniques.	Provide additional training for instructors as necessary. Implement a clear communication system between instructors and participants.
Allergic reactions to cleaning products or materials	All participants	Store cleaning products in designated areas and away from training areas	2	Regularly review and update the list of known allergies and sensitivities among participants.	Provide adequate ventilation during training and specifically during cleaning activities. Maintain a log of cleaning product usage for potential allergen identification.



The Wing Chun Collective

Hazard/Danger	Who is at Risk?	Control Measures in Place	Risk Factor (1-5)	Review of Measures	Further Observations
Inadequate first aid provision	All participants	Maintain a well-equipped first aid kit on the premises	4	Conduct regular checks of the first aid kit to ensure it is fully stocked and in good condition.	Provide first aid training to instructors and staff members. Display clear instructions for accessing and using the first aid kit.
Fire hazards and evacuation procedures	All participants	Check position and operation of smoke detectors and fire extinguishers	4	Make participants aware of the fire exits and familiarize participants with evacuation procedures.	Display clear evacuation routes and emergency contact numbers. Review the emergency response plan annually and update as necessary.
Violence or aggression	All participants	Safe training environment, zero tolerance policy for violence or aggression, and regular de-escalation training for instructors	1	Regularly review and update the zero-tolerance policy. Ensure that instructors are trained in de-escalation techniques.	Participants should be aware of the school's policies on violence and aggression and should report any incidents to an instructor immediately.
Discrimination	All participants	Equal opportunity policy, zero tolerance for discrimination, and regular diversity training for instructors	1	Regularly review and update the equal opportunity policy. Ensure that instructors are trained in diversity awareness and sensitivity.	Participants should be aware of the school's policies on discrimination and should report any incidents to an instructor immediately.

Note: The Risk Factor scale ranges from 1 (Low) to 5 (High), indicating the level of risk associated with each hazard or danger.

This risk assessment is based on the information available up to the date of this document and will be periodically reviewed and updated to ensure the ongoing safety of The Wing Chu Collective and its participants.