

# BOP BADMINTON RISK ANALYSIS MANAGEMENT SYSTEM

Location: QEYC/Memorial Halls Tauranga, Rex Morpeth Memorial Hall Whakatane, Rotorua Badminton Hall, Tauranga Boys College School Gyms, Otumoetai College School Gyms, Awakeri Event Centre, Whakatane Intermediate School, ACG School, Mount Sports Stadium, Mercury Arena	Date: Various Dates during 2025	Type of Activity & No. of Participants: Badminton Competitions including BOP Rep Team Trials, BOP Interclub, BOP Yr 7&8, Junior & Senior Secondary School Tournaments, Weekly Badminton Leagues, BOP Masters Champs, BOP A,B,C,D Champs, BOP / NI Under 15 & Under 19 Championships, AIMS Games, 'Have a Go' sessions & Non-Rep Junior Tournaments. Description of participants: Childrens and Adults, ages ranging from 8 yrs to 75+ year old	Organiser: BOP BADMINTON ASSN INC.
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Hazard No.	Hazard or Risk <i>What could go wrong?</i>	Causes <i>What could cause it to happen?</i>			Priority	It is practicable to:						Mitigation <i>How could we prevent it from happening?</i>	Responsibility
			Likelihood	Impact		Eliminate Yes No	Isolate Yes No	Minimise Yes No					

**People**  
*Participants , Volunteers and Staff e.g. individual skills and fitness, attitudes, age, experience, health conditions, drugs and alcohol, allergies*

1	Medical Situation – heart attack diabetes, asthma etc	Pre-existing medical conditions heart problems may cause the participant to become unwell during activities	Rare	Catastrophic	Medium	X		X		X		Collect information on any existing health conditions, medications through registration forms which are completed and reviewed. Care Plan developed where necessary. Participants/Parents/caregivers on site Medicine available eg inhaler. Be aware of and plan activities taking into consideration any pre-existing medical conditions. Parent to be involved at all times. Request information from schools in regard to pre-existing medical conditions of students and their plan of action if required. Any participants with medical conditions will be noted and volunteers informed, participants to have their regular medication is available in case of needed.	Participant Teacher in Charge Parent
2	Other Participants	Participants watching event too close to Badminton courts, leading to distraction and/ or collision causing injuries.	Unlikely	Moderate	Medium	X	X	X	X	X	X	Nets to have signs up to prevent players not seeing them and bringing all the nets down. Unless playing all other participants/team members/parents/spectators to sit in stands.	Participant Teacher in Charge, Parents
3	Medical situation Injury - strain, sprain, dislocation, broken bones, eye injuries	lack of fitness, agility and ability, poor technique, racket control and shuttle control	Likely	Moderate	High	X	X	X	X	X	X	Participants / Schools have appropriate training programmes prior to the event including technique of how to control a badminton racket. Check area for potential hazards and removed if practicable. Water spills etc	Participant Event Manager/Coordinator Teacher in Charge, Parent
4	Medical situation head and neck injury	Incorrect or poor technique, lack of ability to control the bat	Moderate	Major	High	X	X	X	X	X	X	Participants / Schools have appropriate training programmes prior to the event including technique when playing doubles event. A player could accidentally hit their partner in the head on a shot. Check area for potential hazards and removed if practicable.	Participant Event Manager/coordinator Teacher in Charge/Parent
5	Inadequate staff ratios/suitability	Not enough staff/teachers for safe supervision and lack of attentiveness or first aid training	Rare	Minor	Low	X	X	X	X	X	X	For School Events - Schools to bring proper teacher: student ratio ; teachers reminded to be aware of participants and to be aware of safety. Staff first aid training and appropriate first aid kit available. Volunteers must be allocated roles and be involved.	Teacher in Charge Parent
6	Medical situation - fainting, overheating	Dehydration or fainting caused by Insufficient food or water for the activity	Unlikely	Minor	Medium	X	X	X	X	X	X	All participants advised on appropriate food and water intake for the activity. Remind athletes they can stop and drink. Have drinks breaks	Participant Event Manager/coordinator Teacher in Charge, Parent
6	Medical situation – injury to Spectators	Cause a hazard e.g.parents wanting to be close to the action, could get caught by a stray shuttle	Unlikely	Minor	Moderate	X	X	X	X	X	X	Stop play and ask parents to sit in stands to watch their child	Participant Event Manager/coordinator Teacher in Charge/Parent

**Equipment**  
*Suitable clothing, specific gear relevant to the activity, equipment meets the abilities of the participant, relevant safety gear, first aid kit*

1	Incorrect footwear-clothing	Footwear not suitable for activity and cause injury. Tripping over baggy clothing	Rare	Minor	Low	X		X		X		Participant advised to wear appropriate footwear, laces tied, remove shoes if suitable, Participants advised to wear appropriate clothing, remove clothing that may cause injury	Event Manager /coordinator
2	Nets and badminton poles/rackets and shuttles	Incorrect placement of tables and barriers will increase the chance of accidents and injuries.	Unlikely	Major	Medium	X	X	X	X	X	X	Appropriate, qualified official and assistants in place to ensure safety of tables and barriers.	VENUE Event Manager/coordinator
3	Equipment causing injury	Used incorrectly, broken, not suitable	Moderate	Moderate	Medium	X	X	X	X	X	X	Teach correct use of equipment. Equipment checked for condition.	VENUE Event Manager/coordinator

