



## Club/Class Risk Assessment Template

**Document Type:** Template

**Version:** V1

**Date:** 08th May 2026

### Club / Class Details

Field	Details
Club / Organisation Name	
Venue	
Activity	Regular Taekwondo Class / Training Session
Lead Instructor	
Assessor	
Date Completed	
Review Date	
Number of Students	
Age Range	
Assistant Instructors / Volunteers Present	
First Aid Provision	

### Activity Overview

This template is designed to help affiliated clubs and instructors identify and manage risks connected with regular Taekwondo classes and training sessions.

It should be adapted to reflect:

- the venue,
- participant ages and abilities,
- supervision arrangements,
- activity type,
- safeguarding considerations,
- and any medical, welfare, inclusion, or accessibility needs.

### Risk Assessment Table

Hazard / Risk	Risk Level	Who May Be Affected	Control Measures	Risk Level	Further Action / Notes

	<b>Before Controls</b>			<b>After Controls</b>	
<b>Slips, trips and falls</b>	Medium	Students, instructors, volunteers, spectators	Training area checked before class. Obstacles removed. Walkways kept clear. Suitable flooring and lighting maintained.	Low	
<b>Unsafe training area or equipment</b>	Medium	Students, instructors	Equipment checked before use. Damaged equipment removed. Adequate space maintained between students.	Low	
<b>Injury from impact during training</b>	High	Students	Activities supervised by qualified instructor. Students matched appropriately by age, size, ability and experience. Protective equipment used where required.	Medium	
<b>Sparring / higher-risk drills</b>	High	Students	Increased supervision. Clear rules explained. Contact level controlled. Unsafe behaviour stopped immediately.	Medium	
<b>Head contact / suspected concussion</b>	High	Students	Follow TCUK Head Contact & Concussion Policy. Remove participant from activity if concussion is suspected. No same-day return to activity. Parent/carer informed where appropriate.	Medium	
<b>Overexertion, fatigue or dehydration</b>	Medium	Students	Intensity adjusted to age, fitness and ability. Water breaks encouraged. Students monitored for distress or fatigue.	Low	
<b>Inadequate supervision</b>	High	Children, adults at risk, students	Supervision ratios considered. Two responsible adults present where reasonably practicable. One-to-one situations avoided where possible.	Low	
<b>Safeguarding concern or disclosure</b>	High	Children, adults at risk, students	Safeguarding reporting routes known. Concern reported to TCUK safeguarding team where appropriate. Emergency action taken where immediate risk exists.	Medium	
<b>Bullying, harassment or inappropriate conduct</b>	Medium	Students, volunteers, spectators	Codes of Conduct promoted. Poor behaviour challenged. Concerns recorded and escalated where appropriate.	Low	

<b>Medical emergency or injury</b>	High	Students, spectators, volunteers	First aid provision available. Emergency contacts accessible where appropriate. Emergency services contacted if required.	Medium	
<b>Students with medical, disability, inclusion or additional support needs</b>	Medium	Students	Relevant information considered. Reasonable adjustments made where appropriate. Instructor considers safe participation and welfare needs.	Low	
<b>Photography, filming or social media misuse</b>	Medium	Students, children, adults at risk	TCUK photography/social media guidance followed. Consent considered where appropriate. Inappropriate sharing challenged or reported.	Low	
<b>Changing facilities / toilets</b>	Medium	Children, adults at risk, students	Safeguarding awareness maintained. Adults avoid unnecessary access to children's changing spaces. Concerns reported promptly.	Low	
<b>Arrival and collection of children</b>	Medium	Children, parents/carers	Parents/carers informed of class times. Children supervised appropriately before/during/after class where applicable. Late collection managed sensitively.	Low	
<b>Fire, evacuation or venue emergency</b>	High	Everyone present	Emergency exits identified. Venue procedures followed. Instructor aware of assembly point and emergency arrangements.	Low	

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### General Controls

The instructor / club should ensure:

- the venue is suitable for Taekwondo activity;
- the training area is checked before each session;
- activities are appropriate to the age, ability and experience of students;
- first aid arrangements are available;
- safeguarding information and reporting routes are accessible;
- supervision is appropriate for the class size and risk level;
- incidents, injuries and safeguarding concerns are recorded where appropriate;
- inclusion, accessibility and welfare needs are considered.

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### Additional Local Risks

#### Additional Risk Control Measures Further Action

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### Sign-Off

Name	Role	Signature	Date
	Lead Instructor / Assessor		

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### Review

This risk assessment should be reviewed:

- annually;
- when the venue changes;
- after an accident, incident or safeguarding concern;
- when class size or activity type changes;
- or where new risks are identified.