

# Risk Management

## Where to go for help

### Health & Safety

The Health & Safety Executive enforces relevant legislation and provides a range of useful guidance documents at [www.hse.gov.uk](http://www.hse.gov.uk).

Other useful resources include:

Your own governing body guidelines

Sport England - Health & Safety of Volunteers

Tel: 0800 363 373 and ask for Fact Sheet 3

BAALPE - Safe Practice in PE  
[www.baalpe.org](http://www.baalpe.org)

### Human Resources

This is important whether your organisation is run by paid staff, volunteers, or both. The following resources will help:

NCVO - Good Employment Guide for the Voluntary Sector  
[www.ncvo-vol.org.uk](http://www.ncvo-vol.org.uk) (click on Publications)

Sport England - Volunteering Matters, Volunteer Management

[www.sportengland.org](http://www.sportengland.org) (click on Get Resources/Publications/Volunteer Investment)

### Corporate Governance

This is about ensuring that your organisation is legally compliant and effectively governed

CCPR - Model constitution for sports clubs  
[www.ccpr.org.uk](http://www.ccpr.org.uk) (click on Community Amateur Sports Clubs)

Sport England - Running a Club, Running Meetings  
[www.sportengland.org](http://www.sportengland.org) (click on Get Resources/Publications/Running Sport)

NCVO publish a range of guides for Trustees and Boards

[www.ncvo-vol.org.uk](http://www.ncvo-vol.org.uk) (click on Publications)

### Child Protection

The Child Protection in Sport Unit provides resources and training for sports organisations

[www.thecpsu.org.uk](http://www.thecpsu.org.uk)

Tel: 0116 234 7280

### Events

Events with spectators bring particular risks. The Health & Safety Executive provides two guides:

HSG154 - Managing Crowds Safely  
HSG195 - The Event Safety Guide  
Tel: 01787 881 165

The Child Protection in Sport Unit has developed a Safe Sports Events resource pack for event organisers.

[www.thecpsu.org.uk](http://www.thecpsu.org.uk) (click on Resources/Publications)

### Finance

It is important that your organisation's finances are soundly handled. Useful resources include:

Sport England - Looking After the Money

[www.sportengland.org](http://www.sportengland.org) (click on Get Resources/Publications/Running Sport)

NCVO - Good Financial Management Guide, VAT for Voluntary Organisations  
[www.ncvo-vol.org.uk](http://www.ncvo-vol.org.uk) (click on Publications)

### Offsite Activities

Visits to other venues bring new risks. The following resources are helpful:

CPSU / ASA - Safesport Away  
[www.thecpsu.org.uk](http://www.thecpsu.org.uk) (click on Resources/Publications)

RoSPA - Minibus Safety Code of Practice  
[www.rospa.co.uk](http://www.rospa.co.uk) (click on Road Safety/Advice and Information/Minibus Safety)

DfES - Health & Safety of Pupils on Education Visits  
[www.teachernet.gov.uk](http://www.teachernet.gov.uk) (click on Whole-school Issues/Health and Safety/Health and Safety on Educational Visits)



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With thanks to all organisations whose materials are listed. To order further copies call **020 7854 8500** or email: [admin@ccpr.org.uk](mailto:admin@ccpr.org.uk)