



WORLD RUGBY COURSE PRE-DELIVERY RISK MANAGEMENT CHECKLIST

WORLD RUGBY
TRAINING AND EDUCATION

COURSE TYPE	
COURSE DATE & VENUE	
EDUCATOR	

FACILITY	Answer	Action taken
Is the facility generally suitable for the course?		
Has the organisation which controls the facility undertaken their own risk assessment?		
Is there an emergency action plan in place?		
Do you have contact details of emergency services and a local hospital?		
Are there any major hazards to be aware of?		

EQUIPMENT	Answer	Action taken
Is there enough equipment?		
Is all of the equipment in safe working order?		
Is first aid equipment available?		



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TRAINERS / EDUCATORS	Answer	Action taken
Are all staff appropriately licensed?		
Is the staff:participant ratio 1:8 or higher?		
Are all staff aware of emergency action plans?		
Have all staff been provided with details of participants?		
PARTICIPANTS	Answer	Action taken
Have all participants registered?		
Do you have any relevant information on illnesses or disabilities?		
Do participants know what suitable clothing is required?		
Are participants aware of the practical nature of the course?		

EDUCATOR NAME / SIGNATURE	DATE