

Mark scheme for P4, M3 & D2

## **BTEC National – Sport**

### **Unit 3: Assessing risk in sport**

**Mark scheme to support the assessment of:**

#### **Assessment Activity 4 – Snowball effect!**

##### **Key points:**

- The learners should be encouraged to present the information in a method to suit their future aspirations i.e. career specific or with a H.E. focus
- The learners need to ensure they cover both operating procedures & good practice and safety procedures & protocols (see below)
- The 'sporting environment' should be chosen by the learner (with guidance)

*Procedures: operating procedures and good practice, eg staff training, staff development, risk assessments, emergency procedure protocols, first aid, communications cascade system for notification of incidents; safety procedures and protocols, eg established to maintain a safe environment, governing body guidelines, equipment manufacturers' guidelines, when to consult with others, who to consult with, local and national requirements*

For the purposes of this mark scheme a snapshot of P4, M3 & D2 is provided for 1 safety procedure.

The medium used to present the information is a page on the YES Company website

The safety procedure used is the fire evacuation procedure for a swimming pool within a larger sports facility – selected elements of which are used for P, M & D criteria.

The same level of detail needs to be replicated for additional elements of the procedure and 2 other safety/operating procedures

To view the Fire emergency evacuation procedure



Level of depth  
required for P4

## **Fire Emergency Evacuation Procedure**

This fire emergency evacuation procedure is a written document which includes the action to be taken by all staff in the event of fire and the arrangements for calling the fire brigade.

As xxx sports centre is classed as a high-fire-risk premise the plan is detailed and takes into account the findings of a rigorous risk assessment process. It gives clear instructions of the actions to be followed in case of fire and need to be issued to all staff working at the centre as well as being prominently displayed throughout the building.....

The plan includes:

- Action on discovering a fire;
- Action on hearing the fire alarm;
- Calling the fire brigade;
- Power/process isolation;
- Identification of key escape routes;
- Fire marshals;
- Places of assembly and roll call;
- Firefighting equipment provided.....

### **Action on discovering a fire**

On discovering a fire, it is the duty of every person to sound the nearest fire alarm immediately. Clear instructions are displayed next to all fire alarms outlining how the alarm is activated. This is stated in a language that can be easily understood by staff and members of the public who may be required to activate the alarm.

The instructions are.....

### **Action on hearing the fire alarm**

On hearing the alarm the procedure is:

- The receptionist (or whoever is operating the switchboard at the time) should immediately call the fire brigade
- Fire wardens should meet at their designated stations (xxx, xxx & xxx) and assist

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members of the public (and other staff) out of the building via the most appropriate safe route/emergency exit

Lifts and escalators should not be used due to possible electrical failure

Under no circumstances should any personnel re-enter the building until instructed to do so by a member of the Fire Service.

### **Calling the fire brigade**

.....

### **Power/process isolation**

.....

### **Identification of key escape routes**

.....

### **Fire Wardens**

Fire wardens are.....

### **The duties and responsibilities of Fire Wardens**

The centre has 3 Senior Fire Wardens (Centre Manager & 2 Assistant Managers) who have the responsibility of maintaining high standards of fire precaution throughout the centre and overall responsibility for action in the event of fire. They are supported by 3 Fire Wardens (Duty Managers)

Senior Wardens responsibilities:

- Develop fire evacuation procedures and initiate staff training drills
- Conducting evacuation drill procedures
- Ensuring personnel know the location of fire alarm points.
- Ensuring regular checks of all escape routes.
- Imitating the close down procedure in the event of a fire
- Implementing the fire evacuation procedure in the event of a fire
- Assisting staff and members of the public to nearest exits in the event of a fire.....

### **Places of assembly and roll call**

All personnel should assemble at the pre-determined assembly point – which is xxxx,,,,,

### **Fire fighting equipment provided**

The fire fighting equipment provided is..... .

Click here to see an explanation of the fire evacuation procedure



The centre is classed as a high risk premise because of the numerous toxic and highly flammable liquids stored at the centre (such as cleaning fluids, disinfection fluids and those used to maintain the sports hall & squash court flooring areas)

As xxx sports centre is classed as a high fire-risk premise the plan is detailed and takes into account the findings of a rigorous risk assessment process. It gives clear instructions of the actions to be followed in case of fire and need to be issued to all staff working at the centre as well as being prominently displayed throughout the building.....

Clear instructions are needed because the staff involved in evacuating the building will be dealing with members of the public who:

- Will vary in age and degrees in which they understand and can follow instructions
- Large volumes of members of the public may need evacuating – up to 2,000 people can be on the premises at any one time
- Staff will be working under pressurised circumstances and may be dealing with members of the public who are panicking or in certain circumstances may be uncooperative.....

Staff will need to be issued with instructions because.....

They will also need to be prominently displayed so that members of the public are clear on what to do in case of an emergency and to re-iterate the key points to staff who may need to be reminded of the key elements of the evacuation procedure.

It is also important to display instructions so that.....



Click here to see an analysis of the fire evacuation procedure

Level of depth  
required for D2

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- Implementing the fire evacuation procedure in the event of a fire
- Assisting staff and members of the public to nearest exits in the event of a fire.....

### **Analysis**

The centre has 3 Senior Fire Wardens who have overall responsibility for health & safety at the centre - one of the key areas being the safe evacuation of staff and public in the event of a fire.

The Senior Wardens are all members of the management team - therefore they have the necessary level of experience (and previous training) to fully understand all relevant legislation relating to fire safety. They also have the expertise to be able to develop and implement systems & procedures relevant to the facility - taking into account the risks & hazards associated with a sports facility.....

The significance of having 3 Senior Wardens is:

- ✓ Expertise can be shared and roles allocated in line with experience - to ensure all aspects of fire evacuation can be covered
- ✓ There will be adequate senior personnel in place to cover for leave, absence though training and illness
- ✓ The shift rota ensures that there is always one of the management team on duty whilst the centre is open to the public - therefore ensuring there is always a Senior Fire Warden in attendance.....

To conclude, the level of expertise & experience the Senior Wardens bring to the role is crucial to the health & safety of staff & public. It is recommended that:

- ★ The existing staff rotas are maintained to ensure current levels of fire cover are continued
- ★ Fire Wardens are included in Senior Warden training events so they can be up skilled, embrace additional duties if required and to prepare themselves for promotion
- ★ The expertise developed by the Senior Fire Wardens to be shared with other sport facilities within the local authority (where staff aren't as experienced or qualified). This could be done via in-house training events.....