

SESSION PLAN AND RISK ASSESMENT

TOURNOI DE SPORTS / SPORTS TOURNAMENT

Activity duration : 1h30 Number of staff/participants : 1/40 (+ teachers)

Aim and objectives of the activity : Making the kids listening French and learning some French expression according to the activity. Make them to practice and discover some sports such as handball or homeball. Create a good group atmosphere and develop their team spirit.

Required equipment : required equipment for each sport, bibs, cones, ice spray, walkie-talkie and first aid kit

Place for the activity : sports area, front field, petanque area

Getting ready for the activity (at least 30 minutes before the activity)

As soon as possible, meet the other staff on "soirée" to organize who is taking who (generally at 5 :15pm in the local anim)

Check all the information regarding the group : age, aptitude, experience and number. Make sure you have all the medical information.

Sort your tournament = which sports and the rotation you will follow for the evening.

There are a lot of sports available at the château : handball, basket-ball, volley-ball, ultimate, homeball, hockey, rounders, "pétanque", "palets", "molkky", football, ... You can also suggest and organize other sports that you know, as long as you have the equipment and the space necessary. You can also include some sports game ("beret-foot", "passe à 10", "horloge") if you associate them with other sports. Try to give them the opportunity to discover new sports (avoid football and rugby that they play all of the time).

You can use aeroball but only if they **don't have it on their planning** (or if they all had it on day time and liked it !)

As well as choosing the sports you will do, you need to organize the sports rota for the night. Each team needs to play the same amount of time of each sport. If possible, avoid to have the teams playing the same one all of the time.

If it's dark, switch on the lights before the start of the activity.

Taking the group in charge

Be on time at the meeting point. Check all the participants are here and they have the right equipment = sports shoes and clothes, torch (if dark), a water bottle and their medical stuff.

Introduce yourself and the activity. Take them to the sports area.

Introduction and organisation

Explain the aim of the evening and its general organisation.

Make the team. **Never let them doing it themselves** (to avoid the teams to be totally unbalanced and/or having the same people not chosen or chosen last)

Explain the rules of the different sports/games which will be played all along the evening, including the limits for each play area. **Be insisting on the NO contact rule !** There is a file with explanation for some in the staff room.

Always do a warm up before you start the tournament. Don't hesitate to be creative. You can use one of the sport to play with as a warm up (without any competition).

Be carefull with the numbers of players on the court in the same time. **MAXIMUM 24** persons on the sports court in the same time to limit the risk of accident = 12 players on half side !!!

Faire attention au nombre d'enfants qui pratiquent en même temps. Il faut **MAXIMUM 24 personnes** sur tout le terrain de sport pour limiter le risque d'accident = 12 joueurs par demi-terrain !!!!

Reminder : basketball is played 5 against 5, you can go to 6 without dribbling ; handball is played 7 against 7 (don't go over 8v8) ; volley-ball is played 6 against 6 ; futsal is played 5 against 5 but you can go to 7v7.

ALL CONTACT ARE FORBIDDEN IN ALL SPORTS WE PRACTICE AT THE CHATEAU. Don't hesitate to adapt the rules and equipment according to your group availabilities (example : play volley-ball with a soft ball, use the smaller basket for under 11 years old, ...)

Each sport must be supervised by one adult minimum (you'll need the teachers support). If you use the aeroball, it must be supervised by an chateau staff qualified.

If you have a group over 60 participants, you'll be at least 2 staff to lead the activity so you can use another area to play in the same time.

End of the session / Feedback

Give the winner of the tournament (if you did a competition) and ask the participants if they enjoy the session, what have they learn, ...

Thanks everybody and remind them the time for breakfast.

Lead your group back to the château.

Don't forget to call the duty to tell him/her you have finished your activity.

Don't forget to swith off the light on the sport court before you live !

Tidying

Put **ALL** the equipment back to its place !! Get the bibs to the washing-machine if needed (tell the duty person if you do so)

Notes regarding the SMALL SPORTS COURT

During their freetime, the kids can use the small pitch, but they need to be **with one of their teacher**. They need a chateau instructor to play Homeball.

Feel free to use it for evening such as quiz, games, sports tournament. If you play Hockey, make sure the kids know to keep their hockey stick on the ground all of the time.

If you use it to do a sports tournament, you can have 12 participants playing on it at the same time + 12 others in the homeball section. For quiz, games, ... the maximum number you can take will depend of the games you will play. Make sure you have enough space for them !

Risk assesment

Danger	Risks	People at risks	Probab- ility	Control measure	Results
Damaged equipment	Injury	All	Medium	The instructor will check the equipment before getting use and during the activity.	Low
Slide, fall	Injury	All	Medium	Instructors need to explain the safety rules and keep the control of the group. They must check that the participants are wearing the right equipment, especially the shoes, and that the court is not too slippery. He will ask a teacher to supervise the volley pitch.	Medium
Join	Injury (sprain)	All	Medium	Instructors will organize a warm-up before starting the tournament. They will make sure to not use too heavy balls..	Medium
Cold weather	Getting ill	All	Medium	The staff will make sure the participants are wearing appropriate clothes for the activity, according to the weather.	Low
Wrong knowledge of medical problems	Allergic reactions or other (Asthma, attack,...)	Group	Medium	At the meeting point find your group and check the medical information : asthme, EPIPEN, ... Ideally ask the teacher to keep all the kids equipment (inhaler, ...) with them. But if you need to keep it put it in the waterproof bag.	Low
Belongings	Lost	Group	Medium	At the end of the session give back all the belongings to the kids (worbook, inhalers, ...)	Low
Walking in the dark	Falling	Group	Medium	At the start of the activity, the staff will make sure all the participants have a torch. They will lead the group back to the château and make sure they go back quietly, without running.	Low