

Hautbois Activity Centre Risk Assessment		
FENCING		
Assessment Code: RA-FEN25	SOP Code: SOP-FEN25	Lesson Plan Code: LP-FEN25
Review Date: March 2026	Assessor: Rory Howard	Tech Advisor: Rory Howard



**Description:** Fencing takes place inside the Hautbois Church Ratio of 1:16


SR= Severity Rating; 5 (Catastrophic) 4 (Major) 3 (Moderate) 2 (Minor) 1 (None)

LH=Likelihood Rating 5 (Almost certain) 4 (Likely) 3 (Possible) 2 (Unlikely) 1 (Insignificant)

RR= Risk Rating; A (Acceptable Risk) RR (Residual Risk remains despite controls- 'occupational hazard') U (Unacceptable Risk, action to be taken immediately)

Significant Hazard	Persons at Risk	How	Controls	Severity	Likelihood	Risk Rating
Muscular/Skeletal injuries (pulled muscles, broken bones etc)	Participants Staff	Engaging in the Fencing drills without participating in a warmup.	Participants will take part in a short warm up session. Ensuring all participants are wearing appropriate closed toe shoes that can be fastened securely. Issue participants with appropriate protective equipment	1	2	A
Falling/tripping/slip ping	Participants Staff	Falling due to footwear having inadequate grip or fastenings. Tripping over items left in the fencing area.	Ensuring all participants are wearing appropriate closed toe shoes that can be fastened securely. Crocs, flip flops and sandals are not permitted. Ensure correct technique is taught and demonstrated before being allowed to participate. Areas for equipment storage between bouts will be clearly marked, fencing areas will be cleared of all obstacles prior to the session. Fencing lanes will have clear markings on the floor to prevent participants from going sideways into other participants or too far backwards into the pillars. Instructors will highlight the fencing lanes to the group and that they should reset their positions if they go outside their boundary.	1	2	A
Bruises/ grazes	Participants	Incorrect hitting technique or using a whipping motion to strike other participants. Incorrectly fitted protective vest.	Ensure participants are taught the correct way to lunge and hit to avoid hitting to hard or hitting in a whipping motion. Instructor to check for the correct fitting of all protective vests. All users will only be allowed to use plastic foils to minimize the risk of injury. Participants to wear long sleeves when practicing or having matches.	2	1	A
Breaks in the swords	Participants Staff	A break in a plastic foil could cause sharp edges on the sword.	Foils will be checked during session set up for any signs of damage. PPE including a face mask and vest will be worn before foils can be handled.	3	2	A
Foil hitting face or eyes	Participants Staff	Misuse of foil (Swinging/ whipping) Not wearing protective mask.	Instructors will assist participants to ensure masks fit securely. Masks and vests must be worn correctly before entering the Fencing area. Foils in use are to be kept in the fencing area and should be put down before exiting. A member of staff will always be on hand to ensure people do not use the equipment inappropriately. The spectating areas will be highlighted to the group, these areas are behind the pillars with the seating. Participants in these safe areas do not require PPE but foils are not permitted in this area.	3	1	A

This Risk Assessment should work in conjunction with the generic risk assessment (RA-GEN) and relevant activity's Safe Operating Procedure (SOP-).

Fencing SOP-FEN25			
Location: Church	RA-FEN25	LP-FEN25	
Review Date: March 2026			
<b>Must be used in conjunction with Generic Safe Operating Procedure (SOP-GEN)</b>			

<b>Qualifications Required:</b>
<ul style="list-style-type: none"> <li>• A current British Fencing Core Coach Award or relevant in-house training.</li> <li>• Instructor must be at least 17 years old</li> <li>• Instructor must have a valid first aid certificate - 1 day minimum</li> </ul>
<b>Activity Area:</b>
<ul style="list-style-type: none"> <li>• Make sure all fencing lanes are clearly marked and clear from debris.</li> <li>• Check that all PPE is in appropriate condition and no swords have any signs of damage.</li> <li>• Make sure all participants understand where the Safe/ viewing zones are and that no swords are permitted in these areas.</li> <li>• Make sure all participants understand where the fencing areas are and that PPE must always be worn in these areas.</li> <li>• All lighting inside the church must be switched on to improve visibility.</li> <li>• Swords must never leave the fencing area; participants must always wear a mask and vest inside the fencing area.</li> </ul>
<b>Equipment:</b> Visual checks of all equipment must be done before each session.
<ul style="list-style-type: none"> <li>• Hautbois Activity Centre plastic foils to be used only.</li> <li>• Fencing masks need to be inspected prior to use and laid out in size order.</li> <li>• Fencing protective vests to be inspected and arranged in size order ready for session.</li> </ul>
<b>Session Management:</b>
<ul style="list-style-type: none"> <li>• All fencing sessions must start with a warmup game.</li> <li>• Instructors should demonstrate the en garde position and allowing participants to practice this multiple times.</li> <li>• To ensure participants stay warm be prepared to go back to quick warm up games between demonstrations, these warmup games will include use of the fencing skill the group has just learned.</li> <li>• Instructors will demonstrate the correct technique for stepping forwards and backwards. The group will need to practice and demonstrate this technique.</li> <li>• Instructor to demonstrate the Lunge technique without a foil. The group will need to practice and demonstrate this technique.</li> <li>• Introduce the group to the protective mass and vests. Ensure all protective equipment is fitted correctly.</li> <li>• Explain the areas marked on the floor to the groups and the rule associated with these zones. <ol style="list-style-type: none"> <li>1. Safe/ viewing zone - PPE is not required in this area, no foils/ swords allowed in this area.</li> <li>2. Fencing Zone - PPE must always be worn in this area, swords are stored in and never leave the fencing zone.</li> <li>3. Fencing lanes - identify the fencing lanes marked on the floor, ensure the group understand that as a fencing pair they must remain in this zone. If they step out of it they must return to their lane and reset</li> </ol> </li> <li>• Introduce the group to the swords and how to hold them appropriately.</li> <li>• Instructors to demonstrate all fencing skills to group using plastic foils. <ol style="list-style-type: none"> <li>1. Demonstrate the lunge attack with emphasis on the areas we are aiming to strike on an opponent.</li> <li>2. Demonstrate the parry technique and explain how a successful parry gives you the priority to attack.</li> <li>3. Demonstrate the repost technique.</li> <li>4. Explain that at the end of a bout you must shake hands with your opponent.</li> </ol> </li> <li>• All participants will need to practice and demonstrate all these techniques.</li> <li>• Instructors can now introduce participants to the scoring system and allow them to take part in several games and bouts.</li> <li>• During practice and matches, instructors are to supervise and referee to ensure correct techniques and rules are being followed. Leaders and participants can also help with refereeing to score matches.</li> </ul> <p>In the event of an emergency Instructors to follow the Staff accident and incident emergency procedure located in the first aid kit.</p>