



Leeds Well School Partnership

• Physical Activity • Physical Education • Sport

November Health and Safety Update

At the **PE Subject Leader Conference**, we held a dedicated session on **Health and Safety**, featuring expert speakers:

- **Isaac Hewson**, Senior Health, Safety & Wellbeing Advisor – Educational Visits and Adventurous Activities Co-ordinator, *Leeds City Council*
- **Charlie Pyatt**, *Leeds Well School Partnership*

Together, they delivered an informative presentation covering key aspects of managing health, safety, and wellbeing within PE and school sports.

You can view the **presentation slides** by [Click here](#)

Question and Answer Session:

Following the presentation, attendees participated in a Q&A session, discussing best practices, risk management strategies, and how to promote wellbeing through safe and engaging physical education.

Question - Mats – Do mats need putting down when using the apparatus?

Students should understand the purpose and limitation of gymnastic mats and appreciate that it is safe practice and good technique that will prevent them from falling. Although it is common practice to see mats at the base of climbing equipment, these mats may have limited potential to reduce the impact of a low-level accidental fall and cannot be considered adequate in preventing head injury and / or concussion. Their primary purpose is to provide an area to extend a sequence onto the floor, or to indicate the planned area for dismount from the climbing arrangement. Care should be taken to ensure the mats do not prevent a tripping hazard in other areas of the activity space.

Staff working in gymnastics need to feel competent that they can teach safely. Where this is not the case, they should make this clear to their line manager. Until sufficient training has been completed, they should only use low-level equipment in lessons.

Taken from Safe Practice in Physical Education, School Sport and Physical Activity 2025 edition

School hall – Our staff leave lots of things out in the hall e.g. tables pushed to the side after lunch, trolleys, should this happen?

In general, items like tables, trolleys, and other equipment should not be left out in the hall unless they are in use or stored safely and appropriately. Leaving things pushed to the side can:

Create trip hazards

Obstruct fire escape routes

Impact the hall's suitability for other activities (e.g. PE, assemblies, or events)

Ideally, the hall should be cleared after use, especially if it's a shared space. If storage is limited, it's worth reviewing whether there's a safer way to manage equipment between uses.

Question - Mouth guards – Wooden hockey sticks – should mouth guards be worn?

England Hockey strongly recommends that mouth guards and shin pads are worn for competitive activity but are not mandatory for curriculum / lesson delivery.

The decision to wear mouthguards and shin pads should be based on a thorough assessment of risk, considering factors such as:

- The type of equipment
- The nature of the activity
- The number. Age and behaviour of students
- Facilities, surface and space

To facilitate safe and effective delivery, England Hockey has developed adapted equipment to reduce risk, including lighter and larger balls (Quicksticks balls for 5 – 11 year olds) Additionally a variety of resources, including session plans, activities and drills, are available to assist teachers in delivering hockey sessions in the safest manner possible.

England Hockey also provide free CPD and session plans and activities/drills to assist teachers in delivering fun, safe and engaging hockey sessions

Taken from Safe Practice in Physical Education, School Sport and Physical Activity 2025 edition

Question - Do we need to do an evolve for after school fixtures where parents transport & stay with the children?

If out of school hours and parents are transporting and staying with their own children, and the school does not hold duty of care during the fixture, then an EVOLVE submission may not be required.

However, if staff are present and acting in a supervisory role, or if the school retains any responsibility for the pupils during the event, then it would be appropriate to record the visit on EVOLVE.

It's important to consider the timing of the fixture and who holds duty of care:

During school hours, the school has a non-delegable duty of care, meaning it remains responsible for pupils even if parents are involved in transport or supervision. In such cases, the visit should be recorded appropriately, including on EVOLVE.

If parents are transporting pupils during school hours, you'll need to:

Collect relevant driver details, including a valid driving licence

Confirm vehicle safety, such as insurance and MOT status

Ensure parents are not left alone with pupils unless they have an appropriate DBS check

If a parent is likely to support regularly, it's best to arrange a DBS and consider assigning them a formal role within the visit team.

After school hours, if parents are transporting and supervising their own children, and the school does not retain responsibility, then it may be signposted as a parental responsibility. However, this should be clearly communicated and agreed in advance.

Other key considerations include:

- Are staff involved in organising or supervising the fixture?
- Is the fixture part of the school's planned curriculum or enrichment programme?

If the school retains any level of responsibility, it's best practice to record the visit to ensure clarity and accountability.

If in doubt, it's always safer to record the visit, even if just as a minimal entry, to ensure there's a clear audit trail

Question - Is there a generic health and safety audit we can complete regarding hall space?

There isn't a generic health and safety risk assessment specifically for hall space, as the risks can vary depending on how the space is used — for example, assemblies, PE, dining, or events.

Instead, it's more appropriate to use a safety checklist tailored to the hall's typical activities. This would cover things like:

- Clear access to fire exits
- Safe storage of equipment (e.g. tables, trolleys)
- Trip hazards and floor condition
- Electrical safety (e.g. trailing cables, lighting)
- Supervision arrangements during use
- Manual handling risks for staff setting up or clearing down

Question - How can we invite parents to Leeds Well School Partnership events in localities to after school events their children attend?

When planning to invite parents to LWSP events held in localities or after-school sessions, this is determined by the **site policy** of the hosting venue.

If the event is taking place **on a school site**, there may still be pupils from that school present. In such cases, **the school may not permit parents to attend** due to **safeguarding considerations**.

Before inviting parents, please confirm with the LWSP whether parental attendance is allowed and ensure that any safeguarding requirements or visitor procedures are followed.

Parents remain responsibility of school in the designated area see Parental / spectator code of conduct on LWSP website.