

# Leisure Safety Award



## Entrants will be required to

- Answer Ten Key Performance Questions
  1. How do your directors and senior managers lead health and safety in your organisation, including identifying priorities, setting key performance indicators and targets, monitoring progress and providing clear and effective leadership at all levels?
  2. How does your organisation ensure that it has access to competent advice and services, particularly in relation to physical and mental welfare?
  3. How does your organisation ensure that staff and volunteers are competent to fulfil their roles?
  4. How does your organisation ensure that contractors and suppliers are competent to fulfil their roles in health and safety?
  5. How does your organisation use risk assessment to make sure activities for staff and visitors are safe, identify appropriate control measures for significant risks to health and safety, and integrate results effectively into management processes?
  6. How does your organisation ensure that visitors, guests and clients are safe where your organisation is responsible for them; how does it make the aware of the risks involved in the activities provided? Include details of competent supervision, pre-activity checks, briefings or education.
  7. Describe your organisation's strategy for active monitoring of staff, guests, and visitor safety. Explain what action is taken when standards are below expectations.
  8. How does your organisation ensure that it investigates health and safety problems and implements lessons learned – including RIDDOR reportable events involving visitors and non-employees?
  9. How is health and safety performance reviewed to check activities are safe, and that standards are being met?
  10. How does your organisation ensure that there is the right balance of customer benefit and risk management – while providing safe and enjoyable activities/services?
  
- Provide accident, ill health and enforcement data
- Supply hyperlinked evidence to support your entry

*Please note: This guide provides an overview of the entry criteria for this category. It is not intended for reference when preparing your submission. Registered entrants will receive comprehensive entry guidance notes.*

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## How the entries are judged

The judging process for leisure safety awards is undertaken by the RoSPA Awards team and consultants, with help from leisure services industry experts.

RoSPA adjudicators make reference to Health and Safety Executive databases and other sources to verify information on prosecutions and enforcement notices. Entrants may receive random telephone follow-up or a verification visit at any stage in the year, either before or after the closing date.

## Judging criteria

In deciding the Leisure Safety Award level merited, RoSPA takes account of a range of performance indicators. These include:

- Measure of health and safety management 'input' such as the level of development of systems and culture
- Measures of health and safety management 'output' such as consistent application of risk control measures; and measures of 'outcome' such as reductions in near misses, notifiable injuries, the number of days lost, accident and ill health costs etc.
- Account is also taken of an entrant's enforcement record.
- More attention is paid to other Key Performance Indicators (KPIs) than to lost time accident rates due to the limitations often associated with statistical data. Nevertheless, decisions about Awards at higher levels will be influenced by whether or not organisations have experienced significant enforcement action and/or fatal or major injuries for which they were culpable.

## Gold Award – would typically involve entrants demonstrating

- Excellent health and safety management systems (e.g. strong audit results – system used and level achieved e.g. OHSAS 18001 or equivalent) and culture (as demonstrated by answers to the Key Performance Questions)
- A rigorous approach to occupational health
- High levels of compliance with control measures (evidence from active monitoring of performance) for principal risks
- Low/reducing rates of error (e.g. near misses), harm (accidents and work related ill health) and loss (e.g. accident and ill health costs)
- No fatal or major injuries to employees/non-employees due to employer negligence
- No significant enforcement issues (notices/prosecutions)

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## **Silver Award – would typically involve entrants demonstrating**

- Satisfactory health and safety management systems and culture (as demonstrated by answers to the Key Performance Questions)
- Improving compliance with control measures for principal risks and action on health issues
- Reducing accident rates
- No fatal or major injuries to employees/non-employees due to employer negligence
- Few significant enforcement issues (notices/prosecutions)

## **Bronze Award – would typically involve entrants demonstrating**

- Essential health and safety management systems elements were in place (as demonstrated by answers to the Key Performance Questions) but still requiring significant development
- Implementation of control measures for principal risks was proceeding (evidence from performance monitoring)
- Their accident rate was stable or reducing
- No fatal injuries to employees/non-employees due to employer negligence
- No major injuries (or very few, having regard to the circumstances in which they occurred)
- Evidence of learning from any enforcement experience

## **Merit Award – would typically involve entrants demonstrating**

- Evidence of commitment to developing a health and safety management system
- An action plan to deal with principal risks
- Analysis made of accident performance
- No fatal injuries to employees/non-employees due to employer negligence
- Few major injuries (having regard to the circumstances in which they occurred)

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