



## **RISK ANALYSIS AND MANAGEMENT**

Peace Arch Soccer Club has analyzed the risks associated with running Peace Arch Soccer Club using the following Risk Management model:

- Risk Assessment
  - Identification of Risks
  - Measurement of Risks
    - Likelihood of risk occurring
    - Significance of risk if occurs
- Prioritization of identified and significant risks
- Risk Management and mitigation
- Risk Monitoring

### **Risk Assessment**

Peace Arch Soccer Club has identified the following prime risk factors as either significant or their likelihood high as they relate to the operation of Peace Arch Soccer Club:

#### **Environmental risks**

- lightning
- rain
- puddles on playing surface
- mud on playing surfaces
- heat and humidity
- snow
- ice and frost
- wind
- unfilled holes on playing surfaces

#### **Equipment and facilities risks**

- power outages
- nets not secured to ground
- uneven playing surfaces
- dirty change rooms
- faulty equipment

- garbage left behind on playing surfaces
- garbage left behind at playing fields
- damaged corner flags or goal nets

### **Human risks**

- child safety
- abusive behaviour
- asset protection

Peace Arch Soccer Club has introduced the following programs or procedures to mitigate or manage the risks identified as either being of significant or of having a high likelihood of occurring;

### **Risk Management and Mitigation**

As a result of this process Peace Arch Soccer Club has prepared the following policies, procedures and/or documents to mitigate some of the risks that Peace Arch Soccer Club and its members are faced with.

- 1) Peace Arch Soccer Club has adopted the Client Protection Policy as presented by the Canadian Soccer Association
  - a. Link to Client Protection Policy
- 2) Peace Arch Soccer Club has adopted the requirements for all persons dealing with children to have a criminal record check.
  - a. Link to Criminal Check overview
    - i. Link to mandate from BC Soccer Association
    - ii. Link to Criminal Record documentation
      1. CRC form
      2. Letter to RCMP
- 3) Peace Arch Soccer Club requires all persons dealing with children to complete a risk management form
  - a. Link to Risk Management Form A
- 4) Peace Arch Soccer Club requires all of its Directors, Coaches, Players, Parents and Team staff to complete and sign a code of conduct
  - a. Directors Code of Conduct
  - b. Coaches Code of Conduct
  - c. Players Code of Conduct
  - d. Parents Code of Conduct
  - e. Team Staff Code of Conduct
- 5) Peace Arch Soccer Club has identified on field injuries to be a significant risk area. Peace Arch Soccer Club requires all Coaches to have an Emergency Action Plan together with medical information for each player on hand at all times:
  - a. Link to Emergency Action Plan preamble
  - b. Link to Emergency Action Plan form
  - c. Link to Medical Form
  - d. Link to BC Soccer insurance claim form

- 6) Peace Arch Soccer Club has adopted a Conflict Resolution Policy to assist in the resolution of any conflicts that may arise in the operation of Peace Arch Soccer Club.
  - a. [Link to Conflict Resolution Policy](#)
  
- 7) Through a players registration certain expenses related to injury are covered by B.C. Soccer. This insurance is only in place under certain circumstances as specified by the underwriter from time to time. For further information on what expenses are covered and the circumstances they are covered contact the Peace Arch Soccer Club's Administrator.

## **Risk Monitoring**

To complete its Risk Management process the Peace Arch Soccer Club has instituted a Risk Monitoring process under the responsibility of the Director of Risk Management. This monitoring process includes the following:

- a. Ongoing assessment of risks and their measurement
- b. The completion of necessary documentation
- c. Reporting to the Board of Directors on a regular basis
- d. Reporting to the membership on an annual basis