

WRC 2025 Croatia Risk Assessment

RISK ASSESSMENT OF: Education Workshops - Theory - including the use of VR

PREMISES

EQUIPMENT

✓

VEHICLE

✓

SYSTEM OF WORK

✓

RISK ASSESSMENT BY: Ian Marritt

DATE COMPLETED: August 2025

DISCIPLINE LEAD SIGN OFF:

DATE FOR REVIEW: August 2026

Notes:

See separate risk assessment for Logistics vehicle preparation and Extrication Competition.

Control of public/spectators is covered by a separate risk assessment.

TASK	HAZARDS IDENTIFIED	WHO MAY BE HARMED AND HOW?	EXISTING CONTROLS	IS THE RISK ADEQUATELY CONTROLLED? (YES / NO)	ADDITIONAL CONTROL MEASURES & COMMENTS	SECTION / PERSON RESPONSIBLE
1. Room set-up & zoning	Congestion; poor egress; trip hazards	Learners, instructors, observers – slips/trips during headset use	Seats arranged with clear aisles; max occupancy set; exits kept clear; cables routed away from walkways	Y	Mark a “VR area” with tape/mats; dedicate one “spotter” per active user; maintain cold/warm/hot zones appropriate to activity	Training Lead / Safety Officer
2. Electrical power & charging	Overloaded sockets; damaged leads; heat from chargers/batteries	All – electrical shock, burns, fire	PAT-tested equipment; visual lead checks; no daisy-chains; chargers on hard, ventilated surfaces	Y	Quarantine damaged kit; limit charge in session; keep combustibles away from chargers; small CO ₂ extinguisher available	Tool/Tech Controller

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3. Headset & controller hygiene	Facial skin/eye irritation; infection transmission	Users – dermatitis, conjunctivitis	Replaceable wipeable face covers; cleaning between users	Y	Alcohol-free disinfectant wipes as per manufacturer; provide hand gel; issue personal covers for repeated users	Safety Officer
4. User medical screening & consent	Photosensitive seizure risk; migraines; vertigo; motion sickness (cybersickness)	Users – nausea, dizziness, headache	Pre-session briefing includes opt-out; users advise of relevant history; seated first exposure	Y	Collect dynamic welfare checks; stop at first symptoms; provide water/airing area; record adverse reactions	Medical Lead
5. Slip/trip during VR use	Reduced situational awareness; cable snag	Users – falls, minor trauma	Clear 1.5–2 m radius per standing user; cable management; spotter present	Y	Prefer seated VR for first run; use guardian/chaperone boundaries; controllers on lanyards	Instructors / Spotter
6. Visual & auditory load	Eye strain; startling audio; distressing content	Users – fatigue, anxiety	Session design limits to short segments (≤ 10 min per turn); volume capped; content warning	Y	Provide quiet space; allow alternative 2D viewing; debrief after intense scenarios	Training Lead
7. Psychological safety & safeguarding	Distressing/graphic extrication content;	Users – acute stress, delayed distress	Content pre-screened by Training Lead;	Y	Offer alternative learning route without penalty;	Training Lead / Welfare Lead

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	replay of traumatic cues		explicit trigger warnings; voluntary participation		signpost support; avoid hyper-realistic casualty suffering for awareness level	
8. Data protection & privacy	Recording of users' likeness/voice; analytics data	Users – privacy breach	Recording disabled by default; devices not logged into personal accounts	Y	If recording needed for QA: obtain written consent; store on approved drives; apply retention & deletion schedule	Admin / Data Controller
9. Ergonomics & musculoskeletal strain	Poor posture; extended head-set weight; controller overuse	Users – neck/shoulder strain	Seated posture brief; adjust straps/IPD; micro-breaks	Y	Provide alternate straps/spacers for eyewear; rotate users; avoid prolonged continuous use	Instructors
10. Accessibility & inclusion	Glasses fit; hearing/visual differences	Some users excluded or uncomfortable	Spacers for glasses; subtitles where available	Y	Provide 2D screen mirroring; offer alternative materials equivalent to learning outcomes	Training Lead
11. Cleaning chemicals & allergy	Reaction to wipes/foam cleansers	Users – skin irritation	Use manufacturer-recommended, hypoallergenic products	Y	Display product SDS; provide water-based alternative wipes	Safety Officer

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12. Emergency & evacuation while in VR	Alarm not perceived; delayed egress	Users – evacuation delay	Spotter to monitor alarms; quick-release brief	Y	Drill: spotter removes headset and guides user; keep exits visible and unobstructed	Safety Officer
13. Manual handling of kit	Lifting crates; moving trolleys	Staff – strains	Use trolleys; two-person lift for heavy cases	Y	Store at waist height; keep routes level and clear	Tool/Tech Controller
14. Communication failures	Missed stop calls; unclear instructions	All – escalation of error	Pre-agreed calls; single point of command	Y	Use radios in large rooms; “STOP, STOP, STOP” safety word across session	Training Lead
15. Post-session demobilisation	Unplugged cables left loose; loss of devices	Staff – trips, asset loss	Count-back; case-up; area sweep	Y	Asset register; tag defects and quarantine	Tool/Tech Controller

1. Objective

Provide safe, inclusive theoretical instruction on the principles of extrication and incident command, enhanced by short, supervised VR experiences to reinforce hazard awareness and decision-making.

2. Scope

Applies to all instructors, learners, tech staff and observers participating in classroom-based learning using VR headsets/controllers and a mirrored display for observation. No live vehicles, tools or cutting.

3. Responsibilities

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					<ul style="list-style-type: none"> • Training Lead: Overall control; ensures RA and session plan are implemented; approves content. • Safety Officer: Zoning, dynamic risk assessment (DRA), emergency arrangements, hygiene oversight. • Tool/Tech Controller: Equipment set-up, PAT/visual checks, battery/charger control, asset register, defect quarantine. • Instructors: Deliver theory; supervise VR; enforce comms and time limits; ensure inclusivity options. • Spotter(s): One per active VR user; maintains exclusion zone, monitors welfare, executes stop/evacuation actions. • Medical/Welfare Lead: Manages health declarations (verbal), monitors symptoms, manages rest area and incident recording. 	
4. Procedures						
4.1 Pre-session briefing						
					<ul style="list-style-type: none"> • Learning outcomes; hazards and controls; opt-out route; emergency word (“STOP, STOP, STOP”); how to request removal of headset. • PPE not routinely required; if using darkened rooms, consider hi-vis armbands for spotters. 	
4.2 Area preparation						
					<ul style="list-style-type: none"> • Mark VR activity zone(s); check egress routes; route/secure cables; set chairs for seated trials; place water and sick bags discretely. 	
4.3 Equipment checks						
					<ul style="list-style-type: none"> • PAT/visual inspect power supplies; check straps, lenses, controller lanyards, tracking; confirm recording off; set guardian/chaperone boundaries; set volume limit. 	
4.4 User readiness & first exposure						
					<ul style="list-style-type: none"> • Seated introduction (≤ 5 minutes) with low-motion content; adjust IPD/fit; confirm comfort; spotter in position. 	

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4.5 Progressive activity <ul style="list-style-type: none"> If standing VR is used, maintain 1.5–2 m clear radius; one user at a time per zone; limit each exposure (guide: ≤10 minutes); rotate learners; mirror to screen for group learning. 						
4.6 Welfare monitoring <ul style="list-style-type: none"> Spotter observes for pallor/sweat/instability; at any symptom, pause and remove headset; record adverse reactions; offer 2D alternative. 						
4.7 Data protection <ul style="list-style-type: none"> No personal recording. If analytics/recording are required for QA or research, obtain explicit consent and apply data handling controls. 						
4.8 Cleaning & turnover <ul style="list-style-type: none"> Remove visible soil; disinfect contact surfaces; swap face interface if needed; hand gel before/after use. 						
4.9 Post-session <ul style="list-style-type: none"> Debrief to reinforce learning; collect improvement ideas; count-back and secure all devices; tag defects for quarantine. 						
5. Training & Competency <ul style="list-style-type: none"> Instructor: competent in platform operation and welfare controls; Tech Controller trained in device management. Learners: receive theory first, then supervised practical. Short knowledge check on hazards/controls before headset use. 						
6. Monitoring & Review						

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<ul style="list-style-type: none"> Safety Officer conducts ongoing DRA throughout; any near misses logged and reviewed. Annual review or following changes in hardware, software, room layout, or after any adverse event. 						

Risk Assessment Author	Date	Role	Approved	Amendments required	Amendments actioned
Ian Marritt		Education Lead	Yes		
		H&S Lead			
		Discipline Lead			
		Director Of Operations			