

SOUTH HUNSLEY SPORTS CENTRE RISK ASSESSMENT COVID19

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 Assessment Date: 24/07/2020

Significant HAZARDS <i>Likely places/ways that people could contact C19.</i>	Impact	Probability	Risk Level	CONTROL MEASURES and PRECAUTIONS <i>The purpose of this document is to mitigate risks in and around the sports centre in relation to COVID 19. It should be read by staff and signed, to acknowledge compliance with the safety procedures put in place. Staff will receive a return to work induction that will cover this risk assessment, building walkthrough and effective cleaning and disinfection. This document will be reviewed constantly in line with updated and existing government guidance.</i>	Residual Impact Score	Residual Probability Score	Residual Risk Level
Sports Centre general guidance. <ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff. ➤ Less than 2m social distancing. ➤ Public and staff contact. 	3	4	High	<ul style="list-style-type: none"> - Sports managers to regularly check the latest government advice for leisure facilities and to ensure the advice is shared and followed. - Staff education on social distancing, effective cleaning and sanitising, building walkthrough, before return to work. - Staff should wash their hands for 20 seconds regularly throughout the shift and ideally at the following specific times: <ul style="list-style-type: none"> • before leaving home • on arrival at the centre • after using the toilet • before and after breaks where food is being consumed • After performing any cleaning tasks • After contacting equipment or surfaces that could easily have been contacted by a member of the public. Specifically, touch points such as hand rails or handles, gym and hall equipment, vending machines, bins. • before leaving the centre - Soap and water is more effective than using sanitisers. Staff should endeavour to physically wash hands in place of using sanitisers. - Staff are advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in a bin. Bins that are not emptied by school cleaning staff such as gym, studios, space, should be emptied at the end of each shift. - Staff on arrival should use social distancing measures when parking and entering school buildings. 	3	2	Medium

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				<ul style="list-style-type: none"> - Use of tape to mark 2m intervals throughout centre pedestrian routes. - Government guidelines for social distancing should be observed. Staff should remain 2m from other staff and the public or 1m, if 2m is not practicable. In the case of 1m mitigations should be employed such as face coverings or avoiding face to face contact. - A one-way system to be largely operated using signage throughout the centre where appropriate. Passage to be marked with non-slip vinyl social distancing landscape, floor and wall mounted. 100mmx100mm - Signage highlighting maximum numbers displayed at room entrances. - Staff to re-inforce social distancing and direction of travel with the public when appropriate. - Increased signage to build awareness of good handwashing technique, the need to increase handwashing frequency, avoid touching your face and to cough or sneeze into your arm. - Increased presence of hand sanitising stations and specifically at entrance and exit point to the building and halls. - Staff to walk the building regularly to ensure users are adhering to social distancing and that clubs are following national governing body guidance. - Doors to be fixed open where appropriate to increase ventilation and reduce touch points. Fire doors to be closed if staff are not present in the area. - Lost or left property will not be retained. - Staff must wear face visors while indoors. - We recommend the use of face coverings when negotiating corridors. 			
<p>Gym.</p> <ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff. ➤ Multiple users of equipment. ➤ Lack of social distancing. 	3	4	High	<ul style="list-style-type: none"> - Maximum capacity for the gym is 15 <i>members</i>. - Maximum capacity for the balcony is 4 <i>people</i>. - Gym users may be asked to congregate outside or queue appropriately through corridors depending on current centre usage. - A booking system will be used for members to pre-book 1 hour slots during the week. Once a slot has completed the next one will not start for 15 minutes to give the centre staff time to clean down the equipment. This does not apply to a weekend, but members will be encouraged to call the centre before setting off to ensure adequate space. As user numbers are lower on a weekend, centre staff will continually clean the gym equipment when not being used. - A record of attendance will be maintained to aid government track and trace. - Facility to be disinfected between school use and public use. - Increased spray bottles containing cleaning and disinfecting products will be available. 	3	2	Medium

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				<ul style="list-style-type: none"> - Increased number of alcohol sanitiser stations. - Instructor to provide additional cleaning during bookable slots. - Signage to direct members to disinfect equipment before and after each use. - Equipment will be moved where appropriate to maximise space, or placed out of use if 2m distancing is not possible. - Members requested to arrive already changed and shower at home. - Instructors to encourage social distancing between members on arrival and departure - Entrance door to be left open. - Low volume applied to radio to discourage overly loud communication in the facility. - Teenzone sessions will be suspended until further notice. 			
<p>Studio.</p> <ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff. ➤ Multiple users of equipment. ➤ Lack of social distancing. 	3	4	High	<ul style="list-style-type: none"> - Maximum capacity for the studio is: <ul style="list-style-type: none"> ○ 14 people for hirers ○ 12 members for classes with stationary activities ○ 9 members for classes with activities requiring large movements. - Areas to be marked with non-slip vinyl social distancing landscape. 150mmx150mm - A record of attendance will be maintained to aid government track and trace. - Spray bottles containing cleaning and disinfecting products will be available. - Touch points to be disinfected between school use and public use, between external hire and classes and after external hire where classes do not take place. - Where possible members encouraged to bring own equipment. - Where equipment is used cleaning and disinfectant products will be available and it is expected that the user will clean the item they have used. The class instructor will then return the item to storage using gloves. - Members should not directly touch or lay on the floor, this should always be on a mat which is disinfected after use. Floors will be disinfected daily. - Members requested to arrive already changed and shower at home. - Instructors to encourage social distancing between members on arrival and departure. - The microphone will be unavailable for use for instructors. - Only the instructor should touch the sound system. This will be disinfected following the class. 	3	2	Medium

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<p>Space.</p> <ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff. ➤ Inter club contact. ➤ Lack of social distancing 	3	4	High	<ul style="list-style-type: none"> - Maximum capacity for the Space is 60 people. - Equipment to be disinfected by staff before being erected and before being stored. - Clubs to follow current government guidance and their national governing body guidance on delivery of activities. - Clubs will be encouraged to keep an accurate record of attendance to aid government track and trace. - Spray bottles containing cleaning and disinfecting products will be available. - No-one should directly touch or lay on the floor, this should always be on a mat which is disinfected after use. Floors will be disinfected daily. 	3	2	Medium
<p>Main Hall.</p> <ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff. ➤ Inter club contact. ➤ Lack of social distancing 	3	4	High	<ul style="list-style-type: none"> - Maximum capacity for the Main Hall is 40 people. - Equipment to be disinfected by staff before being erected and before being stored. - Clubs to follow current government guidance and their national governing body guidance on delivery of activities. - Clubs will be encouraged to keep an accurate record of attendance to aid government track and trace. - Spray bottles containing cleaning and disinfecting products will be available along with paper towel. - No-one should directly touch or lay on the floor, this should always be on a mat which is disinfected after use. Floors will be disinfected daily. 	3	2	Medium
<p>Reception.</p> <ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff. ➤ Less than 2m social distancing. ➤ Public and staff contact. 	2	4	Medium	<ul style="list-style-type: none"> - Spray bottles containing cleaning and disinfecting products will be available along with paper towel. - Staff to wipe down workstation, desk, phone etc. at the start and end of every shift. - Installation of Perspex screen at main reception. - Contactless payments are encouraged. If the card machine is required due to the size of the transaction, the machine will be disinfected after each use. Sport centre staff will be required to wear gloves if handling cash and therefore cash transactions will take longer and will be discouraged. - Members will not need to card swipe their membership cards. - Online or digital bookings to be taken reducing transfer of paperwork. - The hire of racquets, borrowing of equipment etc. will be postponed until further notice. 	2	2	Low
<p>Hub.</p>	3	4	High	<ul style="list-style-type: none"> - Maximum capacity for the Hub is 20 people. 	3	2	Medium

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<ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff. ➤ Inter club contact. ➤ Lack of social distancing 				<ul style="list-style-type: none"> - Clubs to follow current government guidance and their national governing body guidance on delivery of activities. - Clubs will be encouraged to keep an accurate record of attendance to aid government track and trace. - Spray bottles containing cleaning and disinfecting products will be available along with paper towel. - No-one should directly touch or lay on the floor, this should always be on a mat which is disinfected after use. Floors will be disinfected daily. 			
<p>Toilets and changing facilities.</p> <ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff. 	3	4	High	<ul style="list-style-type: none"> - Showers, lockers and changing facilities will be unavailable. - Maximum capacity for community toilets is 1 person unless from the same household. 1 cubicle placed out of use. - Maximum capacity for school toilets is 2 people or 4 people in the case of 2 pairs from the same household. 2 cubicles placed out of use. - Increased disinfection of touch points by staff on top of usual cleaning by premises cleaners. 	3	2	Medium
<p>Conference Room.</p> <ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff 	2	4	Medium	<ul style="list-style-type: none"> - Maximum capacity for the Conference Room is 5 people. - Clubs to follow current government guidance and their national governing body guidance on delivery of activities. - Clubs will be encouraged to keep an accurate record of attendance to aid government track and trace. - Spray bottles containing cleaning and disinfecting products will be available along with paper towel. - No-one should directly touch or lay on the floor, this should always be on a mat which is disinfected after use. Floors will be disinfected daily. 	2	2	Low
<p>3G, Tennis courts, grass pitches.</p> <ul style="list-style-type: none"> ➤ Risk of C19 spreading to public and staff. 	2	4	Medium	<ul style="list-style-type: none"> - Clubs to follow current government guidance and their national governing body guidance on delivery of activities. - Clubs will be encouraged to keep an accurate record of attendance to aid government track and trace. - Staff to disinfect handrails and doors at regular intervals. Dugouts/goalposts/netball posts can be disinfected at the request of the club or hirer. - Sanitising stations at entrances to 3G and tennis courts. 	2	2	Low
<ul style="list-style-type: none"> ➤ Staff member or member of the public is suspected of having been exposed to COVID19. 	3	4	High	<ul style="list-style-type: none"> - The main symptoms of coronavirus are: <ul style="list-style-type: none"> • a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature) 	3	2	Medium

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				<ul style="list-style-type: none"> • a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual) • a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal <p>Most people with coronavirus have at least 1 of these symptoms.</p> <p>- If you have any of the main symptoms of coronavirus:</p> <ul style="list-style-type: none"> • Stay at home (self-isolate) – do not leave your home or have visitors. Anyone you live with, and anyone in your support bubble, must also self-isolate. • Get a test – get a test to check if you have coronavirus as soon as possible. Anyone you live with, and anyone in your support bubble, should also get a test if they have symptoms. <p>- If a positive test is received, you must self-isolate for 7 days and your household for 14 days.</p> <p>- If you receive a negative COVID-19 test, you can return to work.</p> <p>In the event there is a notifiable confirmed case of Covid19 having been present in the centre:</p> <ul style="list-style-type: none"> • The centre will close immediately. • Staff will self-isolate and get a test. • All users in the last 3 weeks to be contacted. • At least 72 hours must pass before a thorough deep clean. • The centre can resume operation if enough staff have tested negative. 			
➤ First Aid.	4	4	- High	<p>- Designated first aider to have full PPE equipment available. This includes disposable gloves, disposable apron and face mask.</p> <p>- Incident area to be disinfected following first aid incident if applicable.</p>	4	2	Medium
➤ Spectating.	2	4	Medium	<p>- Indoor spectating by parents, carers or those otherwise uninvolved in the delivery or participation of activities, will only be permitted where it does not present challenges to maintaining numbers under maximum capacities. Overall, clubs will be asked to discourage spectating and request spectators remain in cars or stay outside the building.</p>	2	2	Low

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				<ul style="list-style-type: none"> - Spectating outdoors will be permissible given appropriate social distancing is maintained. - Spectators should wear face coverings whilst indoors and outdoors if social distancing cannot be maintained. 			
➤ Lift.	3	4	High	<ul style="list-style-type: none"> - Maximum occupancy for the lift is 1 person unless from the same household. - Signage placed outside lift access ground and first floor highlighting occupancy. - Hand sanitiser available for use before and after using lift. 	3	2	Medium
Supplemental				<p>Wearing a face covering for staff is optional. If you choose to wear one, it is important to use face coverings properly and wash your hands before putting them on and taking them off. Please be mindful that the wearing of a face covering may inhibit communication with people who rely on lip reading, facial expressions and clear sound.</p> <ul style="list-style-type: none"> ▪ Wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on, and after removing it ▪ When wearing a face covering, avoid touching your face or face covering, as you could contaminate them with germs from your hands ▪ Change your face covering if it becomes damp or if you've touched it ▪ Continue to wash your hands regularly ▪ Change and wash your face covering daily ▪ If the material is washable, wash in line with Manufacturer's instructions. If it's not washable, dispose of it carefully in your usual waste 			