



Risk Assessment Number: 25	Date of Assessment: July 2020	Additional Information check sheet/risk assessments required. Substances Hazardous to Health: Manual Handling: Display Screen Equipment: New and Expectant Mothers: Young Persons:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	 
Task / Work Activity / Work Area Assessed: Covid Secure	Assessment carried out by: Anna Tapper			

Worst Case Outcome					Likelihood					Risk Rating (Outcome x Likelihood)		
5	4	3	2	1	5	4	3	2	1	High	Medium	Low
Fatality	Severe Injury	Lost time Injury	Minor Injury	No Injury	Certain	Very likely	Likely	Unlikely	Remote	13 to 25	5 to 12	1 to 4

Persons affected by the Activity	Identified Hazards	Control Measures Already in Place	Outcome	Likelihood	Risk Rating	Further action required? Yes/No
Staff, Children, Parents	Children and Parents arriving on site (potential for cross contamination)	(1) Training session times altered/staggered to avoid cross over period. (2) Gymnasts told to arrive ready to train to avoid unnecessary use of the toilet/changing facilities. (3) Reduced ratios (minimum number of gymnasts) per session per zone. (4) Gym split into 3 zones all with separate entrance/exit and toilets. (5) One parent per gymnast to drop off, no parents allowed into the venue unless they arrive via public transport. (6) Handwashing stations on every entrance/exit and around the gym for frequent use. (7) No one allowed into the gym if they have symptoms (check temperature upon arrival) or if any of their family members are in self isolation. (8) parents and coaches reminded that anyone at home who is deemed to be vulnerable (new and expectant mothers, elderly etc) should not attend any sessions until further notice.	5	5	25	Yes
Staff, Children, Parents	Droplets or virus being live on equipment (high touch areas)	(1) All equipment will be cleaned, and any pieces of equipment that are difficult to clean have been removed from use until further notice. (2) All equipment used will be cleaned and wiped down after every session/before a new session starts. (3) Staff and coaches will keep record of what has been cleaned and when. (4) Encourage gymnasts to use hand sanitiser before using equipment where their hands will touch a surface. (5) Doors will be kept open where possible and handles cleaned regularly where this is not possible.	5	5	25	Yes
Staff, Children, Parents	leaving the gym	(1) Line up gymnasts to take them to collect their belongings from their boxes and wash and sanitise their hands before leaving the gym. (boxes will be cleaned before the next session comes in to use them.) (2) Children who are not collected at said time will be moved to an isolated area so not to cross contaminate with newcomers. (3) Each zone has a separate entrance and exit so smaller volume of people moving between each space.	5	5	25	Yes
Staff, Children, Parents	Sneezing and Coughing	(1) Good hygiene practices in place. (2) Tissues and hand washing stations/hand sanitiser available. (3) Bins are cleaned after every session and emptied regularly (4) Cough and sneeze into the crook of their elbow	5	5	25	Yes
Staff, Children, Parents	Identification of potential infection (cough, fever, shortness of breath, sore throat)	(1) Isolation area available to accommodate person/s who display symptoms of Covid-19. (2) Sessions will be cancelled and the risk reviewed. (3) Participation will not be allowed if anyone if their household is self isolating	5	5	25	Yes
Staff, Children, Parents	Returning from a category 1 country	Category 1 Countries - (1) Travellers should self-isolate, even if asymptomatic, and use the 111 online coronavirus service to find out what to do next. (2) Go home or to your destination and then self isolate. Category 2 Countries - (1) Travellers do not need to undertake any special measures, but if they develop symptoms they should self isolate and call 111.	5	5	25	Yes
Staff, Children	First Aid	(1) PPE to be worn by staff members administering first aid (Disposable gloves, Apron, Fluid repellant face mask or face shield. Hand sanitiser should be used). (2) Not to lose sight of other cross contamination that could occur that isn't related to Covid-19 (Dispose of waste safely, do not touch wound with bare hands). (3) Follow St John's Ambulance guidance for CPR. The significant change is not to conduct rescue breaths. Further details can be found in First Aid Policy	5	5	25	Yes
Staff	Entering the building	(1) Sanitise hands before entry. (2) Open up all shutter doors, unlock fire exits, and open up all internal doors with a wedge (excluding disabled toilet), at the end of the day all of these doors must be closed, not left open over night. (3) All staff members must sign in what time they entered the building and leave the building.	5	5	25	Yes
Staff	Staff Areas	(1) Staff must bring any food in a personal container and use their own plates, bowls, mugs, cups and cutlery, which must be kept in their bag not stored in the kitchen. (2) Food should not be shared and no open shared food e.g. box of biscuits, sweets... (3) Staff desk working areas must be 2 metres apart and cleaned before and after use.	5	5	25	Yes
Staff, Children, Parents	Emergency Evacuation	(1) On hearing the fire alarm, coaches should follow normal procedure for evacuation and lead their group out of the building by the nearest fire exit. (2) Fire marshalls to complete the sweep of their area before evacuating. (3) Once at the fire point, continuation of social distancing must be practiced. (4) Registers taken. (5) Staff must wait for the person in charge to give instructions when it is safe to re-enter the building.	5	5	25	Yes
Staff, Children	Class/Session structure	(1) Sessions will consist of individual elements, weights/block work, preps that can be completed without physical assistance from coach, trampolines/fast track, tumble flexibility and conditioning. (2) use minimal equipment where possible to prevent lots of equipment being touched and need to then be cleaned. (3) Each session in their own zone, the same coaches to remain in that zone where possible, to prevent cross contamination of zones.	5	5	25	Yes
Staff, Children, Parents	Social Distancing	(1) Individual spaces for gymnasts clearly marked out allowing for a 2mX2m or 2mX3m space. (2) Walkways clearly marked out. (3) Entrances/Exits and toilets will be separate for each zone. (4) 1 parent/guardian to drop child off at the door to prevent mass build up. (5) Parents to remain in their car for the duration of the session, rather than waiting in the gym. (6) Designated space for those parents who come on public transport to wait.	5	5	25	Yes
Staff/coaches	Kitchen	(1) Kitchen out of use for everyone other than coaches/staff. (2) If used, hands must be washed and surfaces/touch points must be cleaned after use. (3) Staff/coaches to bring in their own plates, bowls, cups, mugs, cutlery.	5	5	25	Yes
Staff	Cleaning	(1) PPE to be worn where required/per instructions on COSHH safety data sheets. (2) If someone develops symptoms whilst at the gym, they must be moved to the isolation space in the dance studio to wait to be collected and then both spaces must be cleaned immediately. (3) Use cleaning products in accordance with their SDS. (4) Only use bottles that are fully labelled to store products. (5) Bins emptied more frequently. (6) Additional cleans in place. (7) Limited amount of equipment to be used/cleaned, unnecessary/harder to clean equipment moved to storage.	5	5	25	Yes