

Risk Assessment – Reopening of Sports Complex - Coronavirus (COVID-19)



Date of Risk Assessment - 23 March 2021
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 Risk Assessment approved by - Neil Whitman
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Introduction

General Sports Complex Use – Access to Sports Areas

Overview of current Government requirements regarding Coronavirus.

Guidance has been sourced from relevant sports governing bodies or associations

Assessment

Hazard	Who might be harmed & how?	Uncontrolled Risk Score	Current Control Measures	Mitigated Risk Score	Action Required to reduce risk further	Action by who & when?
Coronavirus Hazards & Risks						
Staff with underlying health conditions that may put them at increased or very high risk of severe illness from COVID-19.	Clinically vulnerable and clinically extremely vulnerable staff - Severe illness or death as a result of contracting CV-19 whilst at work.	3 x 4 = 12	Sports Complex cleaning regime in place. Disinfecting of all touch points. Staff PPE available. Report to your line manager who will liaise with HR and Simon Heard regarding staffing plans & record broad decisions.	2 x 3 = 6		
Pupils with underlying health	Clinically vulnerable and	3 x 4 = 12	Sports Complex cleaning regime in place. Disinfecting of all touch points.	3 x 3 = 9		

conditions that may put them at increased or very high risk of severe illness from COVID-19.	clinically extremely vulnerable pupils - Severe illness or death as a result of contracting CV-19 whilst at Haileybury.		Staff PPE available. Report to your line manager who will liaise with the Health Centre and Simon Heard regarding plans and the need to identify clinically vulnerable pupils. Ensure communications with parents/pupils/staff remind those that are clinically vulnerable to stay at home.			
Public user with underlying health conditions that may put them at increased or very high risk of severe illness from COVID-19.	Clinically vulnerable and clinically extremely vulnerable public user - Severe illness or death as a result of contracting CV-19 whilst at Haileybury.	3 x 4 = 12	Sports Complex cleaning regime in place. Disinfecting of all touch points. Staff PPE available. Report to your line manager who will liaise with HR and Simon Heard regarding staffing plans & record broad decisions. Inform club/organisation who have hired the facility. Hirer is then to implement their own club risk management system.	3 x 3 = 9		
Failure to implement suitable social distancing measures during activity and whilst accessing the Sports Complex.	All - Potential spread of COVID-19 between staff, pupils and others on site.	3 x 3 = 9	Car Park spacing to be implemented where possible. Suitable signage in and around the Sports Complex addressing social distancing measures. Groups of pupils to be managed by teaching staff in their "bubble groups". Clubs/organisations hiring the facility to manage the safe distancing of their own participants. Entry to sports areas via fire exits (where possible) to reduce footfall through corridors. Signage to indicate one-way routes. Teacher led sessions to implement correct social distancing measures.	2 x 1 = 2		
Staff, hirers, pupils and parents not implementing suitable hygiene practices to limit the risk of direct and indirect transmission.	All - Potential spread of COVID-19 between staff, pupils and others on site.	4 x 4 = 16	Hand sanitisers available throughout the Sports Complex. Hand washing stations available (with hot water supply) in reception toilets and all changing facilities. Staff &/or pupil briefings on hand & respiratory hygiene practices. Clubs/organisations informed of sports complex hygiene practices prior to bookings.	2 x 2 = 4		

			Posters reminding staff, hirers & pupils of hand hygiene requirements next to all hand washing stations and throughout the sports complex.			
Lack of adequate cleaning regime leading to indirect transmission of the virus through contact with contaminated surfaces/ equipment.	All - Potential spread of COVID-19 between staff, pupils and others on site.	4 x 4 = 16	Sports Complex to continue with the current cleaning regime. Disinfectant based cleaners will be used throughout the Sports Complex. Sports Equipment will be disinfected after each use by Sports Complex Staff using a suitable disinfectant (if possible). Swimming pool equipment will be submerged under the pool water (<i>swimming pool must be operating at a suitable level of disinfectant</i>) or sprayed with a suitable disinfectant.	2 x 2 = 4		
Pupil developing suspected symptoms of CV-19 whilst at school taking part in an activity.	All - Potential spread of COVID-19 between staff, pupils and others on site.	4 x 4 = 16	Actions: Isolate pupils immediately from other pupils & staff. Inform parents to collect pupils immediately (via Simon Heard). Ensure all equipment used and surfaces touched by pupils & buildings accessed are isolated & thoroughly disinfected as a matter of urgency – contact Domestic Dept. for assistance if required. Ensure staff involved in pupil activities are aware of the above actions.	3 x 3 = 9		
Staff developing suspected symptoms of CV-19 whilst at school taking part in an activity.	All - Potential spread of COVID-19 between staff, pupils and others on site.	4 x 4 = 16	Actions: Isolate staff members immediately from other pupils & staff. Inform the Health & Safety Officer immediately and send the staff member home. Ensure all equipment used and surfaces touched by staff members & buildings accessed are isolated & thoroughly disinfected as a matter of urgency – contact Domestic Dept. for assistance if required.	3 x 3 = 9		
Staff developing suspected symptoms of CV-19 whilst at	All - Potential spread of COVID-19 between staff, pupils and others on site.	4 x 4 = 16	Actions: Isolate participants immediately from other hirers, pupils & staff. Inform club/organisation immediately.	3 x 3 = 9		

school taking part in an activity.			Ensure all equipment used and surfaces touched by participants & buildings accessed are isolated & thoroughly disinfected as a matter of urgency – contact Domestic Dept. for assistance if required. Ensure coaches involved in participants activities are aware of the above actions and that the club/organisation have implemented their own club risk management system.			
Activity Related Hazards due to changes to control CV-19 Risks						
Lack of first aid provision.	Staff, pupil or hirer injury/illness deteriorates due to lack of first aid available.	3 x 3 = 9	All Sports Complex staff are fully qualified first aiders (first aid at work). Sports Complex staff attend regular monthly first aid training sessions to include dealing with incidents during COVID-19. Regular weekly stock checking of first aid equipment Correct PPE available for all sports complex staff	2 x 2 = 4		
Staff lone/remote working.	Staff are more vulnerable to accidents and sudden ill health if working alone or remotely due to less supervision/staff at work.	3 x 2 = 6	All Sports Complex staff carry a radio with them whilst working alone. Correct PPE to be available and must be used when working alone. Sports Complex staff to inform line managers via radio if they have any concerns for their safety whilst working alone. Porters to be informed if you are lone working. Regular monthly training will be provided for first aid and building procedures. Staff with current health conditions will be asked to partake in a different task if the risk to their health is too high. Hazardous activities will be monitored and reviewed on a regular basis. All staff to check in with their line manager on arrival to the Sports Complex and also on exiting the Sports Complex (at the end of their working day).	3 x 1 = 3		
Adverse weather	Pupils, hirers & Staff – wet/cold	3 x 3 = 9	Sports Complex staff to monitor wet weather conditions.	3 x 2 = 6		

	weather may lead to people sheltering in buildings & not adhering to social distancing requirements.		Sports Complex staff to liaise with PE staff in regards to how best to manage pupil safety during wet weather conditions if pupils are to shelter within the sports complex. Sports Complex staff to liaise with club/organisation in regards to how best to manage hirer safety during wet weather conditions if hirers are to shelter within the sports complex.			
Incorrect use of cleaning & disinfecting products.	Staff – injury/ill-health through incorrect use of chemicals	3 x 3 = 9	Sports Complex staff are trained in the use of cleaning materials and receive regular COSHH training. Safety signs and correct PPE is available to all Sports Complex staff. Regular cleaning regime will continue with further attention paid to touch points throughout the working day using a suitable disinfectant. Regular on-going training for all staff on COSHH and other procedures.	2 x 2 = 4		
Lack of Signage	Staff Pupils Public Contractors	3 x 2 = 6	Floor signs at 2 m distance if required. Clear wall signage throughout the sports complex. Signs for every hand wash station. Hand washing process signage.	2 x 1 = 2		
Lack of/incorrect PPE	Staff Pupils Public Contractors	4 x 4 = 16	Sports Complex staff are trained in the use of cleaning materials and receive regular COSHH training and issued with correct personal PPE. Staff issued with a face mask, face shield and personal first aid kit to be stored in the 1st aid room and used when dealing with first aid incidents. Face coverings will be available for casualties to wear (if required). Regular weekly stock checking of first aid equipment. Hand sanitiser on all entrances clearly marked. Hand sanitizer, gloves and anti-bacterial surface wipes are available in all office areas for all workstations. Reception window to be used as a screen for visitors/clients.	2 x 3 = 6		

Contact contamination Hand Washing	Staff Pupils Public Contractors	4 x 3 = 12	Washing facilities clearly marked and soap always available. Dry hands using hand dryers to avoid touch points. Hand sanitiser on all entrances clearly marked.	3 x 2 = 6		
High traffic contact points not cleaned	Staff Pupils Public Contractors	4 x 3 = 12	Doors in high traffic areas to be kept open where safe to do so. Contact points throughout the sports complex to be disinfected twice a day (more if high traffic).	2 x 2 = 4		
Mental health concerns	Staff Pupils Public Contractors	3 x 4 = 12	Management to promote Mental health and wellness during outbreak and offer any support. Report any concerns to HR and the line manager.	3 x 3 = 9		
Swimming Pool Contracting COVID-19 due to general use	Staff Pupils Public Contractors	3 x 4 = 12	One-way system implemented. Social distancing signage in place. Equipment disinfected after every use. Lifeguards on the poolside to keep a safe distance whilst supervising. Close contact permitted in a life-threatening situation. Sports Complex staff attend regular monthly first aid training sessions to include dealing with incidents during COVID-19. General cleaning regime to continue as normal. Disinfecting of all touch points to be carried out more regularly. Swimming pool to be chlorinated at a level of 1.5 to provide sufficient disinfectant of all users. Air handling flow increased to aid in airflow. No more than 1 person per 6m of space (total of 54 bathers permitted at any one time). Pre-swim showering is recommended along with hand washing	2 x 2 = 4		
Sports Hall Contracting COVID-19 due to general use	Staff Pupils Public Contractors	3 x 4 = 12	One-way system implemented. Social distancing signage in place. Equipment disinfected after every use. Only 1 person is permitted in the sports hall rear store at a time. General cleaning regime to continue as normal. Disinfecting of all touch points to be carried out more regularly.	2 x 2 = 4		

			Doors to be left open (as far as possible) to aid in air flow throughout the sports hall and reduction of touch points.			
Squash Courts Contracting COVID-19 due to general use	Staff Pupils Public Contractors	3 x 4 = 12	One-way system implemented. Social distancing signage in place. Equipment disinfected after every use. Only front courts to be in use. General cleaning regime to continue as normal. Disinfecting of all touch points to be carried out more regularly. Doors to be left open (as far as possible) to aid in air flow throughout the courts and reduction of touch points.	3 x 2 = 6		
Artificial Pitches Contracting COVID-19 due to general use	Staff Pupils Public Contractors	3 x 4 = 12	One-way system implemented. Social distancing signage in place. Equipment disinfected after every use. General cleaning regime to continue as normal. Disinfecting of all touch points to be carried out more regularly.	2 x 2 = 4		
Fitness Suite & Weights Room Contracting COVID-19 due to general use	Staff Pupils Public Contractors	3 x 4 = 12	One-way system implemented (as far as possible). Social distancing signage in place. Equipment disinfected after every use. General cleaning regime to continue as normal. Disinfecting of all touch points to be carried out more regularly. Doors and windows to be left open (as far as possible) to aid in air flow throughout the areas and reduction of touch points. Equipment to be spaced out as far as possible or small group "bubbles" to be implemented. No more than 1 person per 6m of space (total of 14 people permitted at any one time).	2 x 2 = 4		
Staff Training	Staff Pupils Public Contractors	3 x 4 = 12	Resuscitation manikins disinfected and lungs changed prior to use. One manikin per person to reduce shared contact. Disinfection wipes available. Individual pocket masks and face shields available.	2 x 2 = 4		

Contracting COVID-19 due to attendance			Contact limited unless absolutely necessary for training purposes, PPE to be worn as set out in RLSS guidance Water manikins to be used instead of people to reduce contact on the poolside. Training room to be of a considerable size to aid in social distancing of staff.			
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Risk Score Matrix

1. The Risk Matrix:

Risk x Severity		Risk Severity				
Risk Probability		Trivial 1	Minor 2	Serious 3	Major 4	Catastrophic 5
Rare	1	1	2	3	4	5
Unlikely	2	2	4	6	8	10
Possible	3	3	6	9	12	15
Likely	4	4	8	12	16	20
Certain	5	5	10	15	20	25

2. Assessing the Risk Probability:

Probability	Score	Description
Rare	1	This will probably never happen or reoccur.
Unlikely	2	Do not expect it to happen or reoccur but it is possible it may do so.
Possible	3	Might happen or reoccur occasionally.
Likely	4	Will probably happen or reoccur, but is not a persisting issue/circumstance.
Certain	5	Will undoubtedly happen or reoccur, possibly frequently.

3. Assessing the Risk Severity:

Severity	Score	Description
Trivial	1	No injury. Delay only or minor property damage.
Minor	2	Slightly harmful. Bruising, minor cuts, light abrasions. Minor property damage.
Serious	3	Harmful. Loss of consciousness, lacerations, concussion, serious sprains, minor fractures, deafness, asthma, burns. Serious property damage confined to a workroom or area. Business interruption of less than eight hours. 7-day injury or illness.
Major	4	Extremely harmful. Permanent disability or other reportable injury/disease (e.g. amputations, major fractures). Major property damage affecting a building. Business interruption of more than one day.
Catastrophic	5	Fatal. Could result in fatal incidents or property damage involving the loss of one or more buildings. Business interruption of more than five days.

4. Colour-coded Criteria:

Colour	Criteria
	Acceptable with continued monitoring and reviewing for continuous improvement.
	Acceptable after review of the operation. Requires continued tracking and recorded action plans.
	Manageable under risk control and mitigation. Requires management decision.
	Unacceptable under existing circumstances – requires immediate action.