

COVID-19 Risk Assessment Isle of Wight Athletic Club

Activity or area covered in the risk assessment:	Coronavirus (COVID-19): Risk assessment for reopening
Who will be affected by the activity?:	Coaches, other volunteers, athletes and members of the public
Assessors name:	Nick Grocock (welfare officer) Kirsty wallace (committee member)
Assessment date:	June 2020
Review Date (Every 12 months or sooner if there are significant changes):	Aug 2020 – Although significant changes to government guidance would trigger an earlier review.

NOTE: GOVERNMENT GUIDANCE AND ENGLISH ATHLETICS ADVICE will be followed at all times

Steps to Risk Assessment	
Identify the hazards	
Hazard:	A Hazard is something that can cause harm.
Evaluate the risk	
What harm could be caused?	What harm could come from the hazard. Such as; bruises, abrasions, head injury, minor/ major injury or fatality.
How likely is the risk to occur (High, Medium or Low)?	What is the probability the incident will occur? Low, medium or high probability.
Who might be harmed?	Who will be affected by the activity?
Decide what precautions to put in place	
What are we putting in place? (Control measures)?	The control measures that will be in place before the track reopens.
Further actions required?	Further actions we need to do to achieve an acceptable level of safety.
Remaining Risk Level (High, Medium or Low)?	What is the remaining probability of the risk occurring after all the control measures are applied? Low, medium or high probability. If a significant risk level remains, further assessment or control measures may be required.
Implement your findings	
Action by whom and when?	Nominated person to complete the action/s and the date they will achieve this by.

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Health and Safety issues on the track	Injury from issues that have built up during track closure	L	Anyone using the track	<ul style="list-style-type: none"> Track readiness to be signed off 	<ul style="list-style-type: none"> Track inspection by club officials, LA 	L	Site visit NG/NC/ MF/JW LE 09/06/20
Cleaning and Hygiene	Transmission of Covid 19 resulting in potential serious injury or death	M/H	<p>Anyone using the track and anyone in their households</p> <p>Higher risk to older people, generally coaches, but some athletes.</p>	<ul style="list-style-type: none"> Keyholder only person to open gates (leave unlocked but not obviously open) - use disposable cloths to wipe at end of session All persons to thoroughly wash hands before coming to track (code of conduct) All persons accessing track to bring own alcohol-based hand sanitiser Toilets; on site porta-loo serviced once a week . Coded padlock. Appropriate 	<ul style="list-style-type: none"> List of keyholders - Purchase stock of wipes, bin bags etc Code of Conduct to be written and agreed Set up online payments Communicate to attending athletes. Checked and cleaned at the end of each session. 	L	<p>NG</p> <p>RS / NG</p> <p>NC</p> <p>MW</p> <p>All coaches</p> <p>Designated adults</p>

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				to bring own kit bag - placed >2m apart - bring minimal physical items into track area <ul style="list-style-type: none"> Regular verbal reminders of social distancing rules during each session No use of any club buildings No cash payments 	<ul style="list-style-type: none"> Communicate to attending athletes. 		All coaches All coaches MW
Movement into and around track Use of space and resources around the site	Transmission of Covid 19 resulting in potential serious injury or death	H	Anyone using the track and anyone in their households	<ul style="list-style-type: none"> No use of any club buildings Small groups in designated areas – social distancing observed as prescribed by HM Gov't / EA 	<ul style="list-style-type: none"> Identify athletes to return in phase 1 Track timetable written Map of site drawn and entry / exit points marked - share with all 	L	Coach NG LE /NG

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				<ul style="list-style-type: none"> • Staggered start and finish times if two groups access track at same time - no more than 2 groups at any session • Designated drop off area - parents do not enter track area • Parents awaiting athletes in the car park should adhere to Social distancing guidelines • Designated entrance and exit points in the eastern car park. Once through these main gates a one way system 	<ul style="list-style-type: none"> athletes (& parents) • Protocols for all discipline re use of equipment, spacing on track etc • Eastern Car Park • Signage • Taped off area and arrows to be placed to make it clear how to enter and leave the track. 		<p>All Coaches</p> <p>All Coaches</p> <p>NG</p> <p>NG</p>

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				<p>to be employed using the gate on the back straight</p> <ul style="list-style-type: none"> X1 bag per athlete - placed >2m apart - outside of bag wiped before and after session (code of conduct) Discipline specific risk protocols to be written. To compliment this document. 	<ul style="list-style-type: none"> Communicate to attending athletes. 		All coaches
First Aid	Transmission of Covid 19 resulting in potential serious injury or death	H	Anyone using the track and anyone in their households	<ul style="list-style-type: none"> Designated first aider for each session . Guidance for administration 	<ul style="list-style-type: none"> Agree protocols for 1st aid St John's Ambulance aide 	M / L	SK 12/06/20 SK

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				<p>of first aid to be distributed and agreed with volunteers.</p> <ul style="list-style-type: none"> • First aid kits available for each session. One for each first aider to avoid cross contamination. 	<p>memoire ordered by each ist Aider</p> <ul style="list-style-type: none"> • Source PPE for emergency use 		RS
Existing medical conditions	Transmission of Covid 19 resulting in potential serious injury or death	H	Athletes and volunteers with co-morbids identified to be more at risk.	<ul style="list-style-type: none"> • Follow government guidelines • Include parental responsibility for this in Code of Conduct 	<ul style="list-style-type: none"> • Code of Conduct to be written and agreed 	M/L	NC 12/06/20
Safeguarding	Risk of harm to adult or young person	L	Athletes and volunteers	<ul style="list-style-type: none"> • DBS in place for coaches • Designated safeguard lead for each session • Welfare Officers identifiable and contactable through normal club procedures. 	<ul style="list-style-type: none"> • Review and check qualifications • On-line learning module if required 	L	NG JB 12/06/20

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				<ul style="list-style-type: none"> All volunteers know how to report concerns 			
Inappropriate behaviours	Transmission of Covid 19 resulting in potential serious injury or death	H	Anyone using the track and anyone in their households	<ul style="list-style-type: none"> Code of conduct to detail expectations of behaviours expected in order to maintain social distancing and other measures employed to keep everyone safe. 	<ul style="list-style-type: none"> Code of Conduct to be written and agreed 	L	NC 12/06/20
Failing to communicate changes to volunteers, athletes and parents	Transmission of Covid 19 resulting in potential serious injury or death	H	Anyone using the track and anyone in their households	<ul style="list-style-type: none"> Risk assessment, track timetable, safety arrangements and code of conduct shared with all parents and athletes before returning to the track Athletes (and parents if under 18) sign agreement/ 	<ul style="list-style-type: none"> Risk assessment to be agreed by committee Code of Conduct to be written and agreed Regular updates on website / via email 	L	THo 12/06/20 NC 12/06/20 SL NC / THo

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				<p>code of conduct before returning to the track</p> <ul style="list-style-type: none"> • Ensure that short-term strategy (selected athlete criteria) and longer-term objective (phased return of full club timetable) is fully communicated to all club members • Share all plans and precautionary measures with club members via website / email • Set up 'Whats APP' group for committee and any volunteers accessing the track to ensure 			<p>SL 02/06/20</p> <p>THo</p> <p>NC 02/06/20</p>

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				sharing of information			
Volunteer and athlete wellbeing and mental health	People experiencing mental health issues, either new or exacerbating existing one	M	Volunteers and athletes	<ul style="list-style-type: none"> On-going communication Signposting to appropriate agencies Share all plans and precautionary measures with club members via website / email 		L	NG / JB THo

Action Plan

NG = Nick Grocock

JB = Justine Bacon

SK = Sarah Kent

NC = Nicola Canning

THo = Tracy Holdsworth

RS = Ray Scovell

Tha = Tracy Haggerty

KW = Kirsty Wallace

SL = Simon Lewis

All Coaches are Nick Grocock, Paul Simpson, Mike Ferne, Andrew Percy, Deborah Percy, Andy Forman, Janice Bartlett.