

# Risk Assessment Form – Covid-19 Pandemic Safe Operation of Activities V5

Reference:

## RA 6.22



Centre: **All Facilities**

Site Manager: **All Managers**

Implementation Date: **10th September 2020**

Peron/s Carrying out RA: **Paul Metcalfe**

People at Risk: **Staff, Customers, Contractors**

Review Date: **Ongoing**

Additional Information: **This risk assessment is aimed at reducing the risk of contracting Covid-19 upon opening facilities post government lockdown.**

Existing task specific risk assessments and guidance provided by the government/Public Health England.

Government/Public Health England Advice: <https://www.gov.uk/coronavirus>

HSE Advice: [www.hse.gov.uk/news/coronavirus.htm](http://www.hse.gov.uk/news/coronavirus.htm)

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6.22.1	Keeping Up to Date with Official Guidance						
	Lack of up to date information regarding the virus.	Exposure to live virus resulting in contracting Coronavirus.  Exacerbation of existing medical conditions.	High	Attendance at Covid-19 clinics, webinars and other CPD by SMT.  Regular review of NGB Guidance  Following advice and guidance from the UK government.  Following advice and guidance from industry bodies such as CIMSPA, UK Active, RLSS, PWTAG.  Reviewing Best Practice examples  Covid-19 response team established (SMT) and meet regularly to share information and			Low

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				<p>feed into the risk assessment process.</p> <p>Government and NHS website regularly checked for updates by members of ELT.</p>			
<b>6.22.2</b>	<b>Activities - General</b>						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	<b>High</b>	<p>Deep Clean of Floor and all equipment undertaken prior to opening.</p> <p>Where practical, hard to clean equipment is removed.</p> <p>Chemicals used to sanitise hard surfaces and floors meet EN1276.</p> <p>Cleaning plan updated to ensure an increased cleaning regime, both in between sessions and at the end of the day.</p> <p>Activities regarding reopening are communicated to customers prior to opening so they know which activities are available and new control measures that are in place.</p> <p>Communications regarding reopening arrangements include the use of website, social media and email.</p> <p>Customers displaying Covid-19 symptoms are asked to leave and advised to stay at home.</p> <p>In the initial opening phase, activities are to be pre-booked and</p>			<b>Low</b>

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				<p>paid for in advance, either online via the app or over the phone.</p> <p>Customers are encouraged to arrive at the facility activity ready and where possible to travel home to change/shower.</p> <p>Frontline staff Pandemic Awareness Training is to be delivered prior to re-opening.</p> <p>Details of all visitors to sites are recorded for the purpose of test and trace, including name, contact number, time in and time out.</p> <p>Details for customers are recorded on booking sheets and visitors in the visitor book.</p>			
<b>6.22.3</b>	<b>Activities – Gym</b>						
	Transmission of Covid-19 due to overcrowded parking and failure to maintain social distancing.	Exposure to live virus resulting in contracting Coronavirus.  Exacerbation of existing medical conditions.	Medium	<p>Gym entrance door to be held open to allow for easy access at the start and end of each session.</p> <p>Exit route from the gym may be via an alternative door, or even a fire door, where the exit is onto a well-lit pathway leading to the car park. Sessions to be bookable only with a 15 minute break in between each session.</p> <p>Both Members and Non Members are required to be registered on the database for test and trace purposes.</p>			Low

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				<p>Bookings made in advance either online, on the App or over the phone.</p> <p>Personal Training is only carried out where a 2m distance can be observed between the PT and the customer.</p> <p>Sales Tours are only conducted where social distancing can be maintained or are conducted via a virtual platform.</p> <p>Prominent signage is displayed reminding of social distancing and sanitisation guidelines.</p> <p>Customers are encouraged not to bring belongings into the gym and to change and shower at home.</p> <p>Dry changing rooms unavailable.</p> <p>Personal towels may be permitted and clear signage is displayed instructing customers to keep them on their person and not to use them for sitting on or for wiping down equipment.</p> <p>Hand sanitiser is available at the entrance to the gym and throughout the building.</p> <p>Sanitiser and paper toweling/sanitiser wipes are provided on a sanitisation station and prominent signage is displayed requesting customers to</p>			

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				<p>wipe equipment before and after use.</p> <p>Open topped bins located within the gym for disposal of wipes/roll.</p> <p>Staff check sanitiser levels frequently.</p> <p>Sessions are staggered to allow cleaning to take place in between customer use, depending upon usage.</p> <p>Staff undertake cleaning of equipment throughout the day.</p> <p>Deep Cleaning takes place at the end of the day.</p> <p>Where possible, windows are opened to provide fresh air (where this does not compromise air handling)</p> <p>Where practical, a one way system is applied to the gym.</p> <p>GP Referral Assessments may be undertaken within assessment room based upon risk assessment 6.22.25</p> <p>Gym desk has social distancing markings in place.</p> <p>Workout cards are not issued and members are encouraged to use an app to manage their workout.</p>			

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				<p>Water Fountains that can be drunk from are taken out of use.</p> <p>Customers may only fill up their own water bottles from water dispensers.</p> <p>Pieces of gym equipment are an appropriate distance apart so as to comply with social distancing guidelines and with a suitable margin for adequate circulation or one-way routes.</p> <p>Where practical, 2m social distancing is implemented.</p> <p>Where equipment cannot be moved, it is switched off or corporate notices placed on it advising not to be used.</p> <p>Floor markings are placed around the gym equipment to identify social distance requirements.</p> <p>Modular pieces of equipment can be used where seating is facing in opposite directions.</p> <p>Ventilation air exchanges per hour is increased.</p> <p>Maximum Gym capacity is based upon 100 square foot per person or number of machines available to ensure social distancing can be implemented.</p>			

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				<p>Background music is kept to a minimum to prevent customers from shouting.</p> <p><b>Gym Capacity</b></p> <p>Maximum Capacity in the Gym is reduced to and recorded</p> <p>Warm Up/Cool down areas are restricted to reduced users and signage is displayed advising of the maximum.</p> <p>Free weights area is restricted to reduced users and signage is displayed advising of the maximum.</p> <p><b>Personal Consultations</b></p> <p>Programmes and Assessments can only take place in assessment rooms where 2m social distancing guidelines can be adhered to.</p> <p>In the event that current assessment rooms are unsuitable as 2m social distancing is not possible, alternative locations will be provided where social distancing is possible.</p> <p>Where possible, windows are opened to provide fresh air (where this does not compromise air handling).</p> <p>Hand sanitiser should be available the assessment room,</p>			

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				<p>Assessor and participant are both required to wash/sanitise their hands before and after the assessment.</p> <p>Assessments offered virtually or completed over the phone where possible.</p> <p>Tablets used for data collection will be cleaned and sanitised before and after use.</p> <p>Where close contact interaction between participant and instructor occurs (i.e. waist to hip measurement, blood pressure measurement, height, weight) face coverings must be worn by participant and instructor.</p> <p>Where assessment measures include contact with equipment (i.e. blood pressure, weight), measurement tools will be sanitised before and after use.</p> <p>Equipment that cannot be sanitised should not be used.</p>			
<b>6.22.4</b>	<b>Studios and Group Exercise Classes</b>						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions</p>	<b>High</b>	<p>Studio entrance door to be held open to allow for easy access at the start and end of each session.</p> <p>Where a door is held open during a class, the instructor ensures that they are closed following the activity.</p>			<b>Medium</b>



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	Spread of virus as a result of touching contaminated touch points / shared items			<p>Exit route from the studio may be via an alternative door, or even a fire door, where the exit is onto a well-lit pathway leading to the car park.</p> <p>Sessions to be bookable only, with a minimum 15 minute break in between each session to allow for cleaning.</p> <p>Both Members and Non Members are required to be registered on the database for test and trace purposes.</p> <p>Bookings made in advance either online, on the App or over the phone.</p> <p>Instructor always maintains at least 2m distance from all class participants.</p> <p>This distance may be increased when teaching higher intensity classes and screens cannot be placed between instructor and the closest participant.</p> <p>Virtual classes to be provided wherever possible.</p> <p>Where practical, floors are marked to designate where customers can exercise/ where mats and cycling bikes are to be positioned.</p> <p>All equipment used is put out by staff at the start of the class and</p>			

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				<p>put away only by staff at the end of the class.</p> <p>Equipment is sanitised before and after use.</p> <p>Customers are encouraged to bring their own mats as mats will not be provided by facilities for customer use.</p> <p>Fitness instructors are to supply their own mats.</p> <p>Mats can be purchased from reception, using contactless payment only.</p> <p>Prominent signage is displayed reminding of social distancing and sanitisation guidelines.</p> <p>Customers are encouraged not to bring belongings into the studio and to change and shower at home.</p> <p>Dry changing rooms unavailable.</p> <p>Personal towels may be permitted and clear signage is displayed instructing customers to keep them on their person and not to use them for sitting on or for wiping down equipment.</p> <p>Hand sanitiser is available at the entrance to the studio and throughout the building.</p> <p>Sanitiser and paper toweling/sanitiser wipes are</p>			

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				<p>provided on a sanitisation station and prominent signage is displayed requesting customers to wipe equipment before and after use.</p> <p>Open topped bins located within the Studio for disposal of wipes/roll.</p> <p>Staff check sanitiser levels frequently.</p> <p>Deep Cleaning takes place at the end of the day.</p> <p>Where possible, sports halls and outdoor spaces are utilized to allow for increased capacity and social distancing.</p> <p>Instructors guide participants into the studio (or sports hall/outdoor area) to ensure social distancing and allow participants to take their position.</p> <p>Participants allowed entry once equipment has been sanitised to avoid congregation.</p> <p>Where possible, windows are opened to provide fresh air (where this does not compromise air handling).</p> <p>Ventilation air exchange per hour is increased.</p> <p>Instructors do not share head mics.</p>			

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				<p>Amp/Music system is cleaned by the instructor after use, using anti-bacterial wipes.</p> <p>Studio Stores are closed to the public.</p> <p>Water fountains are taken out of use.</p> <p>Customers may only fill up their own water bottles from water dispensers.</p> <p>Class music should be kept to a minimum to prevent customers from shouting during classes and instructors should refrain from shouting above the music.</p> <p>Instructors that work across multi sites are to be restricted to 2 sites only and the number of classes taught is limited, where feasible.</p> <p>Instructors are required to provide details of other companies they instruct for to allow for track and trace.</p> <p><b>Class Capacity</b></p> <p>Overall maximum capacity of group exercise classes is reduced to enable each participant to exercise in at least 4m2 area.</p> <p>Maximum Class Capacity is defined and recorded for each type of class, depending upon the area and the type of class.</p>			
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6.22.5 Sports Halls and Courts							
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points / shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>No sports activities take place in the sports hall other than those approved by NGB's.</p> <p>NGB guidance will dictate the number of players allowed to participate, otherwise guidance will be in line with government guidance for meeting in an indoor place.</p> <p>NGB guidance will inform whether contact sports are able to take place and these will only be for affiliated clubs on the approval of submitted risk assessments.</p> <p>Public hiring of spaces for team sports/contact sports not available.</p> <p>No trampoline sessions unless a harness is available.</p> <p>Dance sessions must have at least 2m social distancing taking place.</p> <p>Clubs may access sports hall spaces and courts on the approval of an appropriate risk assessment that is in line with NGB guidance.</p> <p>Clubs to operate within NGB guidance and AN Procedures.</p> <p>Equipment and mats are set up by staff.</p>			Low

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				<p>Equipment and mats are sanitised before and after each use.</p> <p>Staff wash their hands before and after handling equipment.</p> <p>Staff to wear PPE (basic face mask) where two people are required to set up a piece of equipment and social distancing cannot be maintained.</p> <p>Hand sanitiser stations are fitted at the entrance to the sports hall/courts</p> <p>Prominent signage is displayed reminding of social distancing guidelines.</p> <p>Customers are encouraged not to bring belongings into the sports hall and to change and shower at home.</p> <p>Dryside changing rooms remain closed.</p> <p>Where classes take place in sports hall, refer to 6.21.4</p> <p>Where activities take place in adjacent sports halls, separate entrance and exit routes are identified, or a safe circulation corridor is created to maintain social distancing.</p> <p>Ventilation air exchange per hour is increased.</p>			

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				<p><b>Squash Courts</b></p> <p>Clubs are allowed to hire courts and are responsible for adhering to NGB guidance.</p> <p>Court floor and walls are to be cleaned and sanitised after a club booking.</p> <p>No access to public bookings.</p>			
6.22.6	<b>Swimming Pools and Changing Rooms</b>						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>Cleaning plan updated to ensure an increased cleaning regime, both in between sessions and at the end of the day.</p> <p>All public sessions are to be bookable only, with a 15 minute break in between each session to allow for cleaning.</p> <p>Both Members and Non Members are required to be registered on the database for test and trace purposes.</p> <p>Bookings made in advance either online, on the App or over the phone.</p> <p>Maximum bather load per session will be based on maximum number of cubicles available and maximum capacity of pool based upon 6m2 area per person.</p> <p>Maximum bather load to be recorded and NOP updated.</p>			Low

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				<p>General Manager to programme swimming pool sessions around demand and the nature of the swimming pool.</p> <p>Swimming pools can provide open access to sessions, with pre-covid access policies applying</p> <p>Each session shall still be pre-booked and paid, with a maximum capacity set based upon the number of cubicles and lifeguards required.</p> <p>Where sessions are deemed to be open sessions, lifeguards shall police social distancing in the water and in the pool hall.</p> <p>Consistent breaches of social distancing will result in customers being asked to leave the premises.</p> <p>Laned sessions can still be scheduled as part of the programme and are encouraged to remain in place at traditional swimming pools.</p> <p>Lanes may be inserted into open sessions, at the request of customers, depending upon the numbers and type of swimmers in the pool at the time.</p> <p>Family swims and recreational swims may still be offered alongside programmed laned</p>			



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				<p>sessions, where pool space allows.</p> <p>These sessions shall have reduced lane numbers (16) and allow a maximum of 2 families (max 4 participants per family) and 4 recreational swimmers to access each session.</p> <p>Recreational swimmers can include juniors, in line with existing swimming NOP.</p> <p>Where lane sessions are operating, families or recreational swimmers shall not enter the lanes, unless a lane is completely free.</p> <p>Studio and teaching pools can be opened for public use, but numbers are to be included in the overall capacity of the swimming session, based upon the total number of changing cubicles available at site.</p> <p>Due to the nature of lane swimming, access shall be to children aged 14 and over only, unless accompanied by a responsible adult in the same swim lane. HOCR to ensure that this is communicated as part of the return to swimming communication strategy.</p> <p>Private bookings for leisure pools cease due to the rule of six people being able to meet socially.</p>			
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				<p>Hand sanitiser unit is available at the entrance to the building and at the entrance to the pool changing rooms.</p> <p>Communal changing rooms are closed and only cubicle changing available.</p> <p>Accessible and Family change is available.</p> <p>Urinals spaced out 2m apart by closing off the number available.</p> <p>Electric hand dryers or paper towels are available for hand drying.</p> <p>Swimming Pool Changing room entrance door to be held open to allow for easy access at the start and end of each session.</p> <p>Members of the lifeguard team to be present in the changing area pre and post swim to encourage social distancing is maintained.</p> <p>Door to be closed once participants enter to maintain heat within the changing area.</p> <p>Exit route from the changing rooms may be via an alternative door, or even a fire door, where the exit is onto a well-lit pathway leading to the car park.</p>			

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				<p>Where practical, one way system is implemented around the changing rooms.</p> <p>Cubicles and lockers are numbered and customers are advised to use locker number that corresponds with cubicle number, to maintain social distancing and reduce risk of cross contamination.</p> <p>Customers are advised to arrive ready to swim and to shower at home after their session.</p> <p>Social distancing to be maintained in shower areas through turning off every other shower and placing signage indicating which showers not to use.</p> <p>Signage is clearly displayed advising the maximum capacity in shower areas.</p> <p>Signage is displayed asking customers to shower before entering the pool.</p> <p>Water fountains are taken out of use.</p> <p>Customers may only fill up their own water bottles from water dispensers.</p> <p>Hair Dryers are removed from use.</p> <p>Costume dryers are not available for use.</p>			

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				<p>Lifeguard zone visibility tests are undertaken as necessary and when positions are changed due to Covid-19 measures.</p> <p>Fun sessions, including inflatable and float sessions, are not permitted due to the inability to maintain and control 2m distance.</p> <p>One person at a time is permitted to use a flume/slide providing access can be safely controlled by a lifeguard maintaining 2m distance.</p> <p>2m distance to also be maintained for any queue to access the flume/slide.</p> <p>Social distancing signage is provided on the poolside and the flume/slide steps to indicate where people should stand/queue.</p> <p>Lifeguard numbers are defined for each session with the NOP updated accordingly.</p> <p>Lifeguards or spotters ensure 2m distance is observed both in the pool and on the poolside.</p> <p>Lifeguards wear PPE (basic face masks and disposable gloves) when assisting individuals on and off pool hoists. Staff wash hands following the removal of gloves.</p>			

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				<p>Pool equipment, including lifeguard chairs and hoists, are to be cleaned after every use.</p> <p>Pool water is maintained in accordance with PWTAG guidance.</p> <p>Prominent signage is displayed reminding of social distancing guidelines whilst swimming in the pool.</p> <p>Lifeguard training to include advice that they do not help customers with putting on hats or adjusting goggles.</p> <p>Staff provided with training in relation to new protocols</p> <p><b>Lane Swim Sessions</b></p> <p>Lane width shall be in line with Swim England guidance of 4m (15th June).</p> <p>Maximum occupancy per lane set by Swim England guidance (10)</p> <p><b>Teaching Pools</b></p> <p>Can be open during public sessions depending upon lifeguard numbers but overall capacity of the pool hall cannot be increased.</p>			

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				<p>Aquafit sessions can take place, with a restriction of 6m2 per user.</p> <p><b>Leisure Pools</b></p> <p>Leisure Pools can open up with no lane restrictions in place and capacity based upon the number of cubicles available.</p> <p><b>Sauna and Steam Rooms</b></p> <p>Independent sauna/steam cabins located on the poolside shall remain closed.</p> <p><b>Swimming Lessons</b></p> <p>See Separate RA</p> <p><b>Club Hire</b></p> <p>Clubs will only be able to access areas once a suitable risk assessment has been approved by Executive Management and they agree to control measures as contained within site Risk assessments.</p> <p>Risk assessments to follow full NGB guidance.</p> <p><b>Aqua Based Fitness</b></p> <p>Maximum capacity for aqua classes has been reviewed and updated based upon a minimum area of 6m2 per person.</p> <p>Aqua sessions will run either in place of laned swimming or at the</p>			
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				<p>same time in an alternative pool, so long as cubicle capacity is not exceeded.</p> <p><b>Lifeguard Rescue</b></p> <p>Rescue procedures revised in conjunction with RLSS guidance to minimise contact with casualties.</p> <p>All lifeguards shall be fully trained in new procedures prior to opening.</p> <p>All training shall be recorded</p> <p><b>Lifeguard Equipment</b></p> <p>Handrails and seats to be disinfected every rotation.</p> <p>No rescue equipment to be hand held, but is located next to lifeguard positions.</p> <p>Lifesaving equipment disinfected after use.</p> <p>Two Way Radios disinfected between users and at the start and of each shift using anti-bacterial wipes.</p> <p><b>Spectators</b></p> <p>Only one adult is permitted to accompany a junior to swim (aged 14 years or over).</p> <p>Where practical, seats shall be identified on pool balconies to</p>			
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			High	<p>designate where spectators can sit.</p> <p>Where it is unsafe to provide balcony viewing, then the balcony shall remain closed and safe seating areas provided elsewhere in the building for spectators.</p> <p>Prominent signage displayed to advise of the maximum number of people able to spectate and if the capacity is full to wait in the alternative area (named).</p> <p>Information strategy to inform staff and customers of new procedures/protocols.</p>			Low
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<b>6.22.7</b>	<b>Health Suites and Spas</b>
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	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	Health Suites and Spas to remain closed due to government guidance.			Low
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<b>6.22.8</b>	<b>Soft Play Areas</b>
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	Possible transmission of Covid-19 due to not following 2m social distancing guidelines	Exposure to live virus resulting in contracting Coronavirus.	High	Soft Play facilities are not open due to the current social			Low
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	<p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	Exacerbation of existing medical conditions.		distancing measures and the inability to maintain 2m distance.			
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<b>6.22.9</b>	<b>Clip and Climb</b>						
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	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	<b>High</b>	<p>Auto billet installed to minimise contact between staff and climbers.</p> <p>SSOW updated to reflect auto billet installation.</p> <p>Staff to wear PPE where social distancing cannot be maintained (basic face mask and disposable gloves).</p> <p>Staff to wear PPE when undertaking a rescue from a wall (basic face mask &amp; disposable gloves).</p> <p>Briefings take place where social distancing can be maintained.</p> <p>Customers arrive pre-changed.</p> <p>No changing rooms available.</p> <p>One spectator per climber/family.</p> <p>Entry and exit routes reviewed, in line with any one way system and</p>			<b>Low</b>
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>where there is only one access door.</p> <p>Exit routes after a session may be via a fire exit, providing that route is onto a path and well lit.</p> <p>Where practical, a one way system around the walls is implemented.</p> <p>Number of climbs available is reduced to ensure that social distance guidelines are maintained.</p> <p>All sessions will be prepaid and booked via the app or website only to manage the number of customers in the building.</p> <p>NOP updated to reflect the revised maximum number of climbers in the area.</p> <p>Where practical, walls to be used will be rotated on a daily basis.</p> <p>Spectating seating is arranged to meet social distancing guidelines.</p> <p>Minimum thirty minute break in between each session to allow egress, cleaning and access to the next session.</p> <p>Information strategy and signage required to inform customers of new protocols.</p>			

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
			High	<p>Staff provided with training in relation to new protocols</p> <p>Where practical, equipment is sanitised after each use.</p> <p>Entrance and exit doors to be wedged open before and after sessions to reduce touch points.</p> <p>Hand sanitiser is available on entry to the building and at the entrance door to the area..</p> <p>At least one sanitisation station is within the climbing area, consisting of antibacterial wipes, anti virucidal cleaner and cloths</p> <p>Prominent signs request that climbers sanitise hands after every climb.</p> <p>Open topped bins available for disposal of used wipes.</p> <p>Equipment to be sanitised after every session.</p>			Low
<b>6.22.10</b>	<b>Ten Pin Bowling</b>						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>Face coverings are to be worn by every customer entering this area, unless they are exempt from wearing a mask.</p> <p>Staff will challenge any customer not wearing a face covering.</p>			Low

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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	<p>Spread of virus as a result of touching contaminated touch points/shared items.</p>			<p>Masks may be given to customers who have turned up without a mask.</p> <p>Every other lane is closed off to ensure that social distancing is maintained.</p> <p>Each lane is restricted to a selection of balls that are kept on the ball return. All other balls are to be removed and stored safely..</p> <p>Each lane has a maximum of 4 participants.</p> <p>Every other fixed seating unit is closed off to ensure social distancing is maintained.</p> <p>Each lane has its own bowling assist ramp.</p> <p>Prominent signage displayed asking customers to maintain safe social distancing and to wear a face covering.</p> <p>Sessions start and finish at the same time to allow for cleaning in-between sessions.</p> <p>Sessions for 60 minutes only to allow cleaning of the whole area in between games.</p> <p>Bowling balls are sanitised in between games, ensuring that finger grip holes are cleaned inside.</p>			
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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				<p>Entrance door to be held open to allow for easy access at the start and end of each session.</p> <p>Exit routes after a session may be via a fire exit, providing that route is onto a path and well lit.</p> <p>Where practical, floor markings will identify social distancing when queuing to sign in at the welcome counter.</p> <p>Where practical a one way system is implemented around the bowling area.</p> <p>Air handling turnover increased.</p> <p>Staff to maintain social distancing when undertaking lane checks or maintenance.</p> <p>Hand sanitiser is available on entry to the building and at the entrance door to the bowling hall.</p> <p>Each bowling lane is supplied with an individual sanitising pack consisting of anti bacterial wipes and hand sanitiser.</p> <p>One person per group to enter names of the players onto the keypad and should sanitise before and after using.</p> <p>Open topped bins are available for disposal of used wipes.</p> <p>All waste bins to have bin bag inserts and emptied, at the latest,</p>			
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>at the end of every shift and placed in collection bins.</p> <p>Bowling shoes are not distributed to customers.</p> <p>Customers to be informed prior to bowling to arrive wearing non marking training shoes.</p> <p>Disposable gloves are available for customers to wear, should they choose to do so.</p> <p>Information strategy and signage to inform customers to clean down equipment after use.</p> <p>Information strategy and signage required to inform customers of new protocols.</p> <p>Amusement type machines removed or, where not practical, placed out of order.</p>			
<b>6.22.11</b>	<b>Bouldering Walls</b>						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>Bouldering Walls are not open due to the current social distancing measures and the inability to maintain 2m distance and maintain sanitised surfaces.</p>			Low

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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6.22.12	Indoor Carpet Bowls						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>No more than four players from 2 different households or a family of four are allowed to participate.</p> <p>All 4 rinks are more than 2 metres apart to allow for safe social distancing.</p> <p>Seats arranged in line with rink segregation.</p> <p>Prominent signage displayed asking customers to maintain safe social distancing.</p> <p>Entrance door to be held open to allow for easy access at the start and end of each session.</p> <p>Exit routes after a session may be via a fire exit, providing that route is onto a path and well lit.</p> <p>Where practical, one way system should be implemented around the bowling area and walkways identified between the rinks.</p> <p>All bookings for 60 minutes and start at the same time.</p> <p>Minimum thirty minute break in between each session to allow egress, cleaning and access to the next session.</p> <p>No bowls are to be hired out.</p>			Low

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>Marks are placed on the carpet to identify where customers have to wait for their turn.</p> <p>Existing locker holders may continue to keep their balls stored, providing that the balls are sanitised after every use.</p> <p>Social distancing guidance and is displayed around the locker area, with floor markings.</p> <p>Information strategy and signage required to inform customers of new protocols.</p> <p>Staff provided with training in relation to new protocols</p> <p>Entrance and exit doors to be wedged open before and after sessions to reduce touch points.</p> <p>Hand sanitiser is available on entry to the building and at the entrance door to the bowling hall.</p> <p>No league games to be played by the bowling club.</p> <p><b>Club Hire</b></p> <p>Clubs will only be able to access areas once a suitable risk assessment has been approved by Senior Management and they agree to control measures as contained within site Risk assessments.</p>			



Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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				Risk assessments to follow full NGB guidance.			
<b>6.21.13</b>	<b>3G Pitches</b>						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	<b>High</b>	<p>3G pitches are available for club use only.</p> <p>Clubs will only be able to access areas once a risk assessment has been submitted.</p> <p>Clubs to enforce social distancing measures.</p> <p>Staff to open entrance gates at the start of each session and close at the end of the day.</p> <p>Access gates and locks to be sanitised before and at the end of each session.</p> <p>Team dugouts should not be used and should be placed out of order.</p> <p>Goal Posts and corner flags sanitised before and after each session and in between each club booking.</p> <p>Changing rooms remain closed.</p> <p>All participants to arrive game ready and leave immediately after session.</p>			<b>Low</b>
<b>6.22.14</b>	<b>Athletic Tracks and Areas</b>						

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	<b>High</b>	<p>No races are permitted on athletics tracks.</p> <p>High Jump, Pole Vault and Pits are not to be used.</p> <p>Athletics training sessions are paid in advance and bookable online and by telephone.</p> <p>Where practical, entrance to an athletics track is via an outdoor entrance.</p> <p>Hand sanitiser is available on entrance to athletics areas where entrance is through a building.</p> <p>Prominent signage is displayed reminding of social distancing guidelines and hygiene.</p> <p>Sanitising station is available for customers to wipe down athletics equipment and notices are displayed encouraging use.</p> <p>Only staff to set up and put away equipment.</p> <p>Equipment requiring a two person lift shall not be used in the initial opening phase.</p> <p>Equipment is sanitised pre and post use by staff.</p> <p>Staff wash their hands after handling athletics equipment.</p>			<b>Low</b>
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6.22.15	<b>Meeting Rooms</b>						
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>Meeting rooms to remain closed to external bodies/agencies.</p> <p>All internal meetings to be held virtually in the first instance.</p> <p>Where practical, meetings are conducted in a room where windows provide additional ventilation.</p> <p>Meeting room capacity and layout revised to maintain social distancing.</p> <p>Prominent signage is displayed to inform of maximum room occupancy.</p> <p>Prominent signage is displayed asking attendees to maintain safe social distancing.</p> <p>Alternative spaces, such as studios to be used to allow for greater spacing.</p> <p>Mobile fans removed from meeting rooms.</p> <p>Entrance and exit doors to be wedged open before and after sessions to reduce touch points.</p> <p>Hand sanitiser is available on entry to the building and at key areas.</p> <p>Where projection equipment is to be used, sanitisation wipes should</p>			Low

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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				<p>be made available and only used by one person.</p> <p>Open topped bins to be available for disposal of used wipes.</p> <p>All waste bins to have bin bag inserts and bagged at the end of every shift and placed in collection bins.</p>			
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<b>6.22.16</b>	<b>Shared Services and Spaces</b>						
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	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	<b>High</b>	<p>Shared service areas identified and facility risk assessments shared with Service Managers.</p> <p>Access routes to shared service areas reviewed to take into account one way systems and alternative entry doors.</p> <p>Appropriate waiting areas identified and chairs placed to ensure social distancing is maintained.</p> <p>Facility Managers presented with Risk Assessments and opening plans from the Service Manager.</p> <p>Share AN risk assessment with Service Managers in order that they adhere to our requirements.</p> <p>Shared services adhere to the operating plan of the facility.</p> <p>Shared Service Managers ensure that areas are frequently cleaned.</p>			<b>Low</b>
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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6.22.17	Food and Beverage						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>Food and Beverage Outlets remain closed.</p> <p>A limited menu is available at bowling alleys.</p> <p>Perspex guards are in place to protect staff.</p> <p>Regular cleaning of Perspex screens takes place in line with the cleaning plan.</p> <p>Hand Sanitiser is available to staff behind the counter..</p> <p>Desks, telephones, PA controls and radios are sanitised on staff changeover and immediately after being touched by another member of staff.</p> <p>Any payments to be made is contactless.</p> <p>Card units to be sanitised frequently.</p> <p>Only one member of staff behind the counter at a time.</p> <p>Orders should be taken at the time the group enters the bowling alley.</p> <p>After that, only one member of each bowling group is allowed to approach the counter to place an order.</p>			Low

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>Food may be served at either the bowling tables or within the designated seating areas away from bowling lanes.</p> <p>One table per lane is allocated for eating.</p> <p>Tables are sited with a 2m gap between chairs from other tables.</p> <p>Sufficient time is allocated in between bookings to allow customers to eat their meals and for tables to be cleaned and sanitised.</p> <p>All condiments are removed from the public area and should only be provided with meals/drinks.</p> <p>Food should be served on washable plates and drinks served in washable glasses or cups.</p> <p>Staff should wear a basic face mask when they serve food and should carry any plates on a tray. Cutlery is to be brought at the same time.</p> <p>Staff to wash hands prior to delivering and after delivering the food.</p> <p>Staff should advise customers to leave any used dishes in situ and staff will collect once customers vacate the table/area.</p>			

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>Staff may choose to wear gloves to collect used cups/plates.</p> <p>Staff to wash hands with soap and water immediately after handling used cups/plates.</p> <p>Staff to wash hands after undertaking maintenance.</p> <p>Staff should wear a face mask if they have to attend a spillage or deal with an issue.</p> <p>All cutlery and crockery to be placed immediately in the dishwasher and staff to wash hands afterwards.</p>			
<b>6.22.18</b>	<b>Commercial Kitchen Areas</b>						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>Deep Clean of Floor, surfaces and all equipment undertaken prior to opening.</p> <p>Where practical, hard to clean equipment is removed.</p> <p>Chemicals used to sanitise hard surfaces and floors meet EN1276.</p> <p>Cleaning plan updated to ensure an increased cleaning regime during the day and a deep clean at the end of the day.</p> <p>Hot water and soap readily available for staff to wash hands on a regular basis. Disposable roll available for staff to dry hands after washing.</p>			Low

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>Kitchen only open to serve a limited menu within the bowling alleys.</p> <p>All food bought in pre-prepared to minimise contact with food and utensils.</p> <p>Only one person in the kitchen at a time to work at a food preparation bench.</p> <p>Food should be served on washable crockery.</p> <p>When collecting food for serving, more than one person may enter the kitchen, but social distancing must be maintained.</p> <p>Only one person in storage areas at a time.</p> <p>Social distancing to be maintained at serving points at all times and behind counters.</p> <p>Additional cleaning of critical touch points should take place on an enhanced basis.</p> <p>Kitchen equipment and utensils are not to be shared and should be placed in the dishwasher once an individual has finished with it.</p> <p>Dishwasher must operate at a minimum of 60C.</p>			
6.22.19	<b>Changing Rooms, Showers and Toilets</b>						



Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>Dryside changing rooms remain closed due to the inability to maintain social distancing.</p> <p>All Communal changing rooms closed and cubicles only changing available.</p> <p>Accessible and family change is available.</p> <p>Cubicles, showers and toilets only to be used.</p> <p>Urinals spaced out to 2m apart by closing off the numbers available.</p> <p>Showers spaced out to 2m apart by closing off the numbers available.</p> <p>Electric hand dryers or paper towels are available for hand drying.</p> <p>Hair dryers are closed off.</p> <p>Prominent signage is displayed stating maximum capacity in toilet and shower areas and asking customers to wait if capacity is reached.</p> <p>Access doors to be wedged open, where practical.</p> <p>Signage promoting social distancing and hygiene requirements is displayed.</p>			Low

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>Cleaning schedule is followed to ensure all areas are cleaned and sanitised regularly.</p> <p>Changing rooms and toilets are regularly checked throughout the day.</p> <p>Hand sanitiser is available at the entrance to the changing rooms.</p>			
<b>6.22.20</b>	<b>Horse Riding Arenas (Pegasus)</b>						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	<b>High</b>	<p>Outdoor arena is always used as the first option.</p> <p>Maximum capacity of five riders plus one instructor in the arena, as recommended by BHS.</p> <p>Where practical, customers to use their own equipment wherever possible.</p> <p>Where shared equipment is used, equipment to be cleaned and sterilised after use using equine friendly products.</p> <p>All sessions in the arena are to be pre-booked and paid in advance by telephone..</p> <p>Only one spectator per rider is permitted within the Arena.</p> <p>Social distancing marks in the spectator area are visible.</p>			<b>Low</b>

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>Prominent signage is displayed reminding of social distancing guidelines and hygiene.</p> <p>A record of all visitors is maintained.</p> <p>Prominent signage is displayed to prevent access to store areas.</p> <p>Hand sanitiser is available at the entry to the Arena.</p> <p><b>Riding Lessons</b></p> <p>Only able bodied lessons to be taught in the initial opening phase.</p> <p>Only individual lessons to be taught.</p> <p>All Customers must bring their own equipment e.g. Hat and gloves.</p> <p>Horses will be in the Arena in advance of the customer arriving.</p> <p>When customer mounts and dismounts, the Instructor will turn away additionally when any adjustments are made to girth, stirrups, holding reins or balance strap.</p> <p>PPE issued to staff in line with BHS guidance.</p> <p>Instructor to sanitise hands after handling any equipment.</p>			

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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				<p>Minimum Thirty minute break in between each class to allow egress, cleaning and access to the next class.</p> <p>Information strategy and signage required to inform customers of new protocols.</p>			
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6.22.21	<b>Tranquility Spa Treatments</b>						
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	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p> <p>Spread of virus as a result of using shared equipment.</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>Entry door to the spa area to be locked open when in use.</p> <p>Only 2 spa therapists work in the area at any one time.</p> <p>Spa therapists to work in one room for the duration of their shift.</p> <p>Spa therapist to undertake clean of room and equipment used after each session and a deep clean of the room and equipment at the end of each shift.</p> <p>Workspaces to be cleared at the end of each shift and belongings removed.</p> <p>Reusable equipment, including client chairs, treatment beds, and equipment, are sanitised after each appointment, and at the start and end of shifts.</p> <p>Nail treatments to be undertaken in a separate area and protective screen placed on the table between therapist and client.</p>			Low
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>Sinks are available in treatment rooms to allow staff to wash their hands frequently.</p> <p>Chairs and tables removed from the waiting area.</p> <p>Customers screened prior to arrival for Covid-19 symptoms</p> <p>All bookings to be made via Gladstone, ensuring that contact details are taken for non-members to allow for track and trace.</p> <p>15 Minutes cleaning time to be added to each booking, to allow for cleaning and sanitisation of area and equipment after each treatment.</p> <p>Staff ensure that they wear clean uniform every day, ensuring that it is appropriately washed between use.</p> <p>Clients to be met at the entrance of the building and brought into the spa area by the therapist.</p> <p>Hand sanitiser to be used on the way into the building,</p> <p>Hand sanitiser available in each treatment room.</p> <p>Treatments to be kept to a maximum of 60 minutes to reduce contact time with clients.</p>			

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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				<p>Only water to be consumed by clients during treatments in a disposable cup or bottle.</p> <p>Clients are to wear a face covering when receiving treatment.</p> <p>Blue roll provided in each room for clients to dry hands as opposed to using towels.</p> <p>Appropriate signage is in place to remind customers of good hand hygiene and social distancing requirements.</p> <p>Unless crucial for the treatment, skin to skin contact to be avoided and gloves used where practical.</p> <p>Staff wear full face visors when delivering treatments, where protective screens cannot be used.</p> <p>Staff to wear full visor and face covering when undertaking close contact treatments.</p> <p>Face Visors are reusable and sanitised after every treatment.</p> <p>Face visors appropriately stored.</p> <p>Where towels are used as part of a treatment, they are replaced after every treatment.</p> <p>Towels are washed as soon as possible after use, on a daily basis as a minimum and washed at 60C.</p>			
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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				Where practical, disposable equipment is used to assist with treatments.			
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6.22.22	<b>Blyth Beach Huts</b>						
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	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	<b>High</b>	<p>Beach Huts only open to long term lets.</p> <p>Daily rentals to remain closed and customers are unable to book.</p> <p>Information sent to long term rental customers stating that they are responsible for providing their own hand sanitiser and face masks.</p> <p>Face coverings are to be worn where social distancing of 2 metres cannot be maintained.</p> <p>Face coverings should be worn on the outside decking when neighbouring hut customers are also on their decking and 2 metres cannot be maintained.</p> <p>Customers are advised that government restrictions for meeting people in outdoor spaces and indoor spaces apply.</p> <p>Customers advised that toilet and washing facilities at Dave Stephens are closed.</p> <p>Customers advised that any queries or issues should be</p>			<b>Low</b>
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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				directed to Blyth Sports Centre, with Dave Stephens Centre remaining closed.			
<b>6.22.23</b>	<b>Dave Stephens Centre</b>						
	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	<b>High</b>	<p>Kiosk and internal cafe to remain closed.</p> <p>Deep Clean of Floor and all hard surfaces undertaken prior to opening.</p> <p>Chemicals used to sanitise hard surfaces and floors meet EN1276.</p> <p>Increased cleaning of public toilets to a minimum of three deep cleans a day.</p> <p>Staff shifts reorganised to ensure sufficient cleans are undertaken during opening hours.</p> <p>Legionella tests undertaken prior to opening.</p> <p>Hand sanitiser unit is available at the entrance to the toilet block.</p> <p>Queuing marks are sprayed onto the pavement to ensure that users maintain social distancing.</p> <p>Maximum capacity for female toilets is based upon the number of cubicles available.</p> <p>Maximum capacity for male toilet block is based upon one person</p>			<b>Low</b>



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				<p>accessing the trough and the number of cubicles.</p> <p>Notices are displayed on the entrance to the toilet blocks advising of maximum capacity in the area at any one time.</p> <p>Doors to the toilet block remain open at all times during opening hours.</p> <p>Appropriate sinks and hand dryers are removed from use to ensure that social distancing can be maintained in this area.</p> <p>Water fountains are taken out of use.</p> <p>Prominent signage is displayed within the toilet block advising of social distancing and good hygiene requirements,</p> <p>Attendant to undertake cleaning in line with revised cleaning requirements and wearing of PPE, particularly when using a hosepipe.</p> <p>PPE provided for attendant and training given as to how and when it should be worn</p>			
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<b>6.22.24</b>	<b>Learn 2 Swim Scheme</b>						
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	Possible transmission of Covid-19 due to not following 2m social distancing guidelines	Exposure to live virus resulting in contracting Coronavirus.	High	Any external queuing system is close to the building to ensure			
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
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	<p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	Exacerbation of existing medical conditions.		<p>segregation of people and vehicles.</p> <p>Activity starting times are staggered to try and avoid pinch points at reception.</p> <p>External queuing points are marked at 2m intervals to encourage social distancing.</p> <p>Exit point may be different from entry point to minimise cross over of customers and to maintain one way systems, where practical.</p> <p>Hand sanitising stations are located at the entrance to the facility and all customers should sanitise their hands on entry.</p> <p>Customers should not arrive at the facility more than 10 minutes before the start time of their lesson.</p> <p>Information sent to customers in advance of their arrival at the facility in relation to safety protocols and the safe operation of the learn 2 swim scheme.</p> <p>Participants will be met by swimming instructors and taken to the relevant changing point on the poolside.</p> <p>Registers are taken on the poolside on the learn 2 portal, which contains contact information for test and trace.</p>			
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Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p><b>Changing and Toilets</b></p> <p>Changing rooms are not to be used for pre-lesson changing.</p> <p>Swimmers arrive swim ready and to change on the poolside.</p> <p>Showers and changing cubicles will be available post swimming.</p> <p>Swimmers advised in advance not to bring shampoo and toiletries.</p> <p>Fifteen minute stagger between lesson finish times to allow for a clean of the changing rooms in line with revised cleaning protocols, using appropriate anti-viral chemicals.</p> <p>Learn 2 Swim Participants shall be able to access toilets in line with current protocols.</p> <p><b>Spectating</b></p> <p>One adult is permitted to bring the child to the learn 2 swim lesson and be allowed to spectate.</p> <p>Parents/carers are encouraged not to bring siblings to the lesson, but provision is made for those who do so.</p> <p>Where practical, seats shall be identified on pool balconies to designate where spectators can sit.</p>			

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>All spectators on pool balconies are to wear masks in order to provide seating at 1m intervals.</p> <p>Seating is staggered between rows.</p> <p>Family seating is identified for those who bring siblings.</p> <p>Where practical, seating is grouped by stages and is appropriately identified.</p> <p>Where it is unsafe to provide balcony viewing, then the balcony shall remain closed and safe seating areas provided elsewhere in the building for spectators.</p> <p>Information strategy to inform staff and customers of new procedures/protocols.</p> <p>Prominent signage on balconies advising that masks are to be worn in the area.</p> <p><b>Entry to Pool Hall</b></p> <p>All swimmers and parents remove outdoor footwear before entering the changing rooms / pool hall.</p> <p>Flip Flops may be worn and are encouraged.</p>			

Ref No.	List Hazards	Risks	Initial Rating (L,M,H)	Current Control Measures	Action Required to Reduce Risks	By Who & By When	Final Rating (L,M,H)
				<p>Users are to enter the poolside by following the directional signage.</p> <p>Additional signage is displayed for stage positions in the pool and drop off points.</p> <p>Each swimmer is allocated a space within the pool hall to remove all outdoor clothing.</p> <p>Clothing to be placed in bags which have been brought to the lesson by the parents.</p> <p>Parents take the bag with them when they exit the pool hall.</p> <p>Parents to sanitise hands when exiting the pool hall.</p> <p>Parents/carers to follow directional signs around the pool hall to designated waiting/viewing areas.</p> <p>At the end of the session, swimmers and parents will be directed to changing facilities and exit routes by the swimming teacher.</p> <p><b>Pool Capacity and Teaching Ratios</b></p> <p>The scheme will operate for 4 year old's and older.</p>			

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				<p>No public sessions take place when swimming lessons are taking place.</p> <p>Capacity of each stage is reduced in line with Swim England guidance.</p> <p>Stage 1 – maximum of 6 swimmers.</p> <p>Stage 2 – Maximum of 7 swimmers.</p> <p>Stage 3 to 8 – Maximum of 8 swimmers.</p> <p>Stages 9 &amp; 10 – Maximum of 8 swimmers.</p> <p><b>Maintaining Social Distance During Lessons</b></p> <p>Zones are clearly identified for pool briefings with clear markings of where swimmers and coaches should stand to maintain social distancing.</p> <p>One way system around the pool hall is enforced.</p> <p>Space is identified for swimmers to rest.</p> <p>Drinking bottles/water bottles will need to be named (full name) and pre-filled before the start of the session.</p> <p>Anti-wave lane ropes dissipate the energy and prevent a build-up of</p>			
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				<p>turbulence on the surface, and additional turbulence could contribute to a need for amending bather loads.</p> <p>All lanes to swim in the same direction.</p> <p>Alternative lanes for stages 9 &amp; 10 in deep end and shallow end.</p> <p><b>Equipment</b></p> <p>The pool will be set up prior to the Learn to Swim session taking place.</p> <p>Swimming teachers to place teaching equipment at their allocated area before the sessions begin.</p> <p>Teaching equipment should be submerged for a minimum of 30 seconds in the pool water after every session.</p> <p>No equipment will be shared or borrowed.</p> <p>Social distancing measures identified in advance of the first session taking place.</p> <p><b>Teachers</b></p> <p>All teachers undertake specific Covid-19 training prior to being allowed to teach.</p>			

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				<p>All teachers trained in specific Covid-19 NGB guidance from IOS and Swim England.</p> <p>Teachers maintain social distancing at all times on the poolside.</p> <p>Teachers wash / sanitise hands before and after sessions.</p> <p>No physical contact between teachers and children should take place when making corrections. Instructions are to be given verbally making sure social distancing is taking place.</p> <p>Teachers encourage participants to exhale in the water when passing if that is practicable.</p> <p>All teaching is from the poolside as per Swim England guidance.</p>			
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<b>6.22.25</b>	<b>Exercise on Referral</b>						
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	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	High	<p>Public Health approval agreed prior to commencing the scheme.</p> <p>Risk Assessment approved by Public Health due to the nature of health conditions of [participants and health assessments required to be undertaken.</p> <p>Scheme only accessible to existing participants at this stage,</p> <p>Before returning to the facility each participant will receive a</p>			Low
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				<p>screening call to highlight how much activity they have been doing and any changes in the circumstances (i.e. medical conditions)</p> <p>All Exercise Referral participants will complete an updated PARQ to highlight any changes or additional medical conditions.</p> <p>Any changes in medical conditions that may impact the participants ability to exercise safely will be fed back to their GP to seek guidance.</p> <p>Exercise Referral participants will be provided with an exercise programme based on their medical conditions by a Level 3 Exercise Referral qualified member of staff.</p> <p>A level 3 Exercise referral qualified member of staff will be present for all sessions.</p> <p>Emergency alarms located where Exercise Referral sessions are taking place in case of emergency.</p> <p>All sessions in gym and exercise classes are exclusive to exercise on referral participants.</p> <p>All sessions would be restricted to 45 minutes in duration in the first instance.</p> <p>Exercise on Referral sessions will be restricted to a maximum of 2 sessions per week and there will</p>			
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				<p>be restricted numbers able to attend depending upon facility.</p> <p>Access to buildings and activity areas is in line with above risk assessment and revised NOP.</p> <p>Assessments can only take place in assessment rooms where 2m social distancing guidelines can be adhered to.</p> <p>In the event that current assessment rooms are unsuitable as 2m social distancing is not possible, alternative locations will be provided where social distancing is possible.</p> <p>Where possible, windows are opened to provide fresh air (where this does not compromise air handling).</p> <p>Hand sanitiser should be available the assessment room,</p> <p>Assessor and participant are both required to wash/sanitise their hands before and after the assessment.</p> <p>Assessments offered virtually or completed over the phone where possible.</p> <p>Tablets used for data collection will be cleaned and sanitised before and after use.</p> <p>Where close contact interaction between participant and instructor</p>			
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				<p>occurs (i.e. waist to hip measurement, blood pressure measurement, height, weight) face coverings must be worn by participant and instructor.</p> <p>Where assessment measures include contact with equipment (i.e. blood pressure, weight), measurement tools will be sanitised before and after use.</p> <p>Equipment that cannot be sanitised should not be used.</p>			
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<b>6.22.25</b>	<b>Spectators</b>						
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	<p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to insufficient cleaning and hygiene arrangements</p> <p>Spread of virus as a result of touching contaminated touch points/shared items</p>	<p>Exposure to live virus resulting in contracting Coronavirus.</p> <p>Exacerbation of existing medical conditions.</p>	<b>High</b>	<p>Spectators will be allowed into the building to watch children undertake certain activities, organised and delivered by Active Northumberland.</p> <p>Contact details will be via the child's details on booking systems.</p> <p>Club spectating is in line with NGB guidance and approval of club risk assessment.</p> <p>Spectators will be required to wear a face covering in all areas where spectating is allowed, apart from those who are exempt.</p> <p>Customers are encouraged to bring only one spectator per child undertaking an activity..</p> <p>Parents/carers are encouraged not to bring siblings to spectate</p>			
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				<p>but provision is made for those who do so.</p> <p>Where practical, seating is spaced at 2m. Seats can be spaced at 1m as face coverings are required to be worn.</p> <p>Where practical, seats shall be identified on pool balconies to designate where spectators can sit.</p> <p>Seating is staggered between rows.</p> <p>Family seating is identified for those who bring siblings.</p> <p>Where it is unsafe to provide balcony viewing, then the balcony shall remain closed and spectators will not be permitted.</p> <p>General Manager to ensure that prominent signage is displayed advising that masks are to be worn in spectating areas.</p>			

**Risk Assessment Review – Safe Operation of Activities During COVID-19 Pandemic.**

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<p><u>Reason for review:</u></p> <p>Government Control Measures for COVID-19 Pandemic 2020</p>	<p>Approved by: Paul Metcalfe</p> <p>Signature: <i>P A Metcalfe</i></p>	<p>Review Date: Ongoing</p>
<p><u>Changes From Last Review</u></p> <p>Learn 2 Swim Scheme Added  Exercise on Referral added  Booking methods Updated  Spectator access updated</p>		