****Sports Club Risk Assessment Template – COVID 19

Below is a draft risk assessment when dealing with the current Covid-19 situation at your sports club. The template is not likely to cover all scenarios so you should consider your own club circumstances while completing.

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| **What are the hazards?** | **Who might be harmed** | **Controls Required** | **Additional Controls** | **Action by who?** | **Action by when?** | **Done** |
| Spread of Covid-19 Coronavirus | CoachesParticipantsParents Other visitors to your clubVulnerable groups – Elderly, Pregnant members, those with existing underlying health conditionsAnyone else who physically comes in contact with you in relation to your club | **Hand Washing**Hand washing facilities with soap and water in place.Stringent hand washing taking place. Click here for hand washing guidance.Drying of hands with disposable paper towels. Gel sanitisers in any area where washing facilities not readily availableEncouraged to use your own equipment wherever possible | Everyone to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available at the club where possible.  |  |  |  |
| **What are the hazards?** | **Who might be harmed** | **Controls Required** | **Additional Controls** | **Action by who?** | **Action by when?** | **Done** |
| Spread of Covid-19 Coronavirus | CoachesParticipantsParents Other visitors to your clubVulnerable groups – Elderly, Pregnant members, those with existing underlying health conditionsAnyone else who physically comes in contact with you in relation to your club | **Cleaning**Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as sports equipment, door handles, light switches, reception area using appropriate cleaning products and methods. | Equipment cleaned before and after use. |  |  |  |
| **Social Distancing**Social Distancing -Reducing the number of persons in any area to comply with the 2-metre (6.5 foot) gap recommended by the Scottish GovernmentTaking steps to review club schedules including start & finish times, home sessions, allocating coaches to other tasks, etc. to reduce number of members on site at any one time. Redesigning processes to ensure social distancing in place. Conference calls to be used instead of face to face committee meetings.Social distancing also to be adhered to in rest areas. | Coaches and Participants to be reminded on a daily basis of the importance of social distancing both at the club and outside of it. Click here for the latest adviceClub checks to ensure this is adhered to. |  |  |  |
| **What are the hazards?** | **Who might be harmed** | **Controls Required** | **Additional Controls** | **Action by who?** | **Action by when?** | **Done** |
| Spread of Covid-19 Coronavirus | CoachesParticipantsParents Other visitors to your clubVulnerable groups – Elderly, Pregnant members, those with existing underlying health conditionsAnyone else who physically comes in contact with you in relation to your club | **Wearing of Gloves**Where Risk Assessment identifies wearing of gloves as a requirement, an adequate supply of these will be provided. Coaches and Participants will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely. | Coaches and Participants to be reminded that wearing of gloves is not a substitute for good hand washing. |  |  |  |
| **Symptoms of Covid-19**If anyone becomes unwell with a new continuous cough or a high temperature at the club they will be sent home and advised to follow the latest advice. | Posters, leaflets and other materials are available for display.Checks to be carried out to ensure that the necessary procedures are being followed. |  |  |  |
| **Mental Health** The club will promote mental health & wellbeing awareness to members during the Coronavirus outbreak and will offer whatever support they can to help. Click here for the latest advice. | Internal communication channels and cascading of messages through will be carried out regularly to reassure and support coaches and participants in a fast changing situation.Regular communication of mental health information and open door policy for those who need additional support |  |  |  |