

Wirral Gymnastics Club: Covid-19 Secure Risk Assessment

Location: Wirral Gymnastics Club, 24 Church Street, Birkenhead, CH41 5EQ					Assessor: Aisha Stalker							
Assessment date: 18/07/2020			Last updated: 29/07/2020			Risk assessment full review date: 28/08/2020						
Worst Case Outcome					Likelihood					Risk Rating (Outcome x Likelihood)		
5	4	3	2	1	5	4	3	2	1	High	Medium	Low
Fatality	Severe Injury	Lost time Injury	Minor Injury	No Injury	Certain	Very likely	Likely	Unlikely	Remote	13-25	5-12	1-4
Persons Affected	Identified Hazards	Control Measures Already in Place							Outcome	Likelihood	Risk Rating	Further action required?
All club members	New Covid-19-related procedures may take time to be established and understood by coaches and members	<p>There will be a phased reopening with a smaller group of members invited over the first three days. During this time, all procedures will be carefully monitored for efficiency and any appropriate changes will be made before the slightly larger classes begin.</p> <p>All members will be informed of the new procedures, including new entrances and exits, via email prior to their first session. Informational posters will be clearly displayed throughout the building to remind members of the key messages.</p>							1	1	LOW	Yes – inform all members by email of their new entrance and exit points to avoid confusion.
All club members	Potential for a club member to be carrying Covid-19 asymptotically and pass this on to another member	<p>All classes will operate with reduced capacity to allow each gymnast and coach to work with a spacing of at least 2 metres around them. The appropriate spacing will be marked out with clearly visible coloured spots and/ or Velcro. Each gymnast will have an allocated 2 metre space to work in. All gymnasts and coaches will remain 2 metres apart for the duration of the session, except in the case of emergency (e.g. serious accident, fire or break-in).</p> <p>The number of people in the building will be restricted so that each person has at least 100 square feet of useable space. To facilitate this, parents and carers will not be permitted inside, and all pick-ups and drop-offs will take place outside in the private car park.</p> <p>As the Government’s guidance (at time of writing) indicates that temperature checks are not a reliable way to identify Covid-19 in children, WGC will use other methods to protect members. All gymnasts and coaches must disinfect their hands thoroughly with soap and water or hand gel immediately upon entry to the building. All members will be informed prior to reopening that they will not be permitted into the building if they display any Covid-19 symptoms, if any of their family members are in self isolation or if they have returned from a category 1 country.</p>							5	1	LOW-MED	Yes – inform all members by email that they may not enter the building if they display any Covid-19 symptoms, if any of their family members are in self isolation or if they have returned from a category 1 country.

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All club members	Potential for congregations outside the gym (e.g. during pick-ups and drop-offs) putting those directly outside the building at risk	<p>The class schedule has been amended so that all start and finish times are staggered, and a 15-minute gap has been added between each class to reduce congestion. Those working in the main (floor) room will follow a one-way system with a separate entrance and exit to prevent cross-over. Smaller sessions taking place on track will use a separate entrance with different start and finish times to the main room, to avoid any mixing between different groups.</p> <p>A large pick-up and drop-off area will be allocated in the private car park to allow parents and carers to stay 2 metres apart whilst waiting for the gymnasts.</p>	5	1	LOW-MED	No
All those in the gym	Potential for the virus to be spread via direct contact in the building	As well as all gymnasts and coaches remaining 2 metres apart, there will be no supporting of gymnastics skills except in the event of an emergency catch where lack of intervention would seriously endanger the person in question. Until this rule is revoked, gymnasts will only complete skills which the qualified coaches are satisfied that they can carry out successfully without assistance.	5	1	LOW-MED	No
All those in the gym	Potential for virus to spread via hands even after hands have been washed on entry	There are now automatic hand sanitising stations at several points in the building. Paper towel dispensers have been installed in the toilets in place of traditional reusable hand towels so that no member need use the same item to dry their hands.	5	1	LOW-MED	No
All those in the gym	Potential for people from different households to come closer than 2 metres outside of the main training session	All gymnasts and coaches will remain in their allocated spaces during the session. Only one gymnast/ household at a time will be permitted to use the toilets, get a drink or collect their belongings to ensure that everyone can stay 2 metres apart at all times.	5	1	LOW-MED	No
All those in the gym	Potential for the virus to linger on surfaces and therefore pass from one group to another	<p>The coaching team have agreed to start earlier and finish later than the gymnasts to allow extra time for thorough cleaning. All coaches will be fully briefed on cleaning requirements prior to reopening and will complete a Cleaning Checklist at the beginning and end of each day, and in the 15-minute gap between each session. The checklist adheres to the Cleaning Guidance issued by British Gymnastics and will ensure that all equipment and 'high touch' areas (e.g. doorways, toilets, sinks) are thoroughly disinfected before the next group enter the building. All cleaning products have been carefully selected to ensure their effectiveness against Covid-19 and other common bacteria and viruses.</p> <p>To avoid any unnecessary cross-contamination and reduce cleaning requirements between sessions, all non-essential areas have been closed off, including the kitchen and changing rooms. Only one person/ household will be permitted to operate the telephone during each session, and this will be disinfected before it is used by anyone else.</p>	5	1	LOW-MED	Yes – brief staff members on cleaning requirements

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All those in the gym	Potential for the virus to be passed from person to person via gymnastics equipment	<p>Any hand apparatus or equipment that cannot be disinfected between groups will not be used until government guidelines are updated to allow this. Wipeable mats will be placed over the vaults and beams and will be disinfected between each group. 4-piece squad gymnasts will prioritise metal bar over wooden. In the event that one group touches a piece of equipment which cannot be safely disinfected, no other gymnast or coach from outside of their household may touch it for the rest of that day.</p> <p>Squad gymnasts with the need for specific individual equipment (e.g. gloves and straps, ankle weights, chalk) have been asked to bring their own and take them home to be washed or disinfected between sessions.</p>	5	1	LOW-MED	No
All those in the gym	Potential for the virus to be carried into the gym via clothing and other personal belongings	<p>Only a limited list of items will be allowed to be brought in (such as shoes, water bottles and medication). Gymnasts will be asked to leave all other items with their parents or carers.</p> <p>Lost property will be placed in a sealed bag by a coach wearing gloves and will be left in a separate area to avoid contamination until the owner can reclaim it.</p>	5	1	LOW-MED	Yes – request that all members only bring necessary items into the gym
All those in the gym	Potential for the virus to spread via airborne droplets	<p>All members will remain 2 metres apart, both outside and inside the building and will be discouraged from shouting. Any music played during the session will be at a low level so that coaches do not have to unduly raise their voices.</p> <p>As per the government guidelines, masks will not be compulsory during the sessions, but coaches may wear them if they prefer.</p>	5	1	LOW-MED	No
All those in the gym	Potential for the virus to spread to/ by someone delivering non-Covid-related First Aid	Coaches will be encouraged to deliver First Aid from a distance wherever possible. There will be an ample supply of gloves and masks in all first aid kits in case someone needs more direct medical assistance. Coaches will be asked to make use of these where appropriate.	5	1	LOW-MED	Yes – add masks and gloves to first aid kit
All those in the gym	Potential for a gymnast in an earlier group to mix with a subsequent session due to late collection	The child in question will be moved to a separate room to wait for their parent/ carer to collect them, to ensure that they do not mix with the next group coming in.	5	1	LOW-MED	Yes – remind all parents/ carers of the importance of punctual collections

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All those in the gym	Potential for a Covid-19 positive test result to be given, or a serious concern to be raised, after the person has been inside the building	<p>WGC already keeps comprehensive, up-to-date attendance registers, and will continue to do so to assist with tracking those who may have come into contact with the confirmed or suspected case. To adhere to data protection regulations, permission will be requested from all members to use their contact details to inform them of a case of Covid-19 or a potential concern.</p> <p>All areas which this person has come into contact with will be cleaned immediately by an adult wearing gloves and an apron as a minimum (as per the government guidelines). All who have come into contact with this person must wash their hands immediately and the gymnasts' parents/ carers will be notified.</p>	5	1	LOW-MED	Yes – request permission from all members to contact them regarding Covid-19 cases or concerns relating to them
All those in the gym	Potential for someone to start displaying symptoms of Covid-19 during a training session	<p>If the person displaying symptoms is an adult, they will be asked to leave the building immediately and self-isolate for 7 days.</p> <p>If the person displaying symptoms is a child, they will be isolated from the group in a separate, designated space away from all other members and supervised by an adult wearing a mask and gloves. The child's emergency contacts will be phoned immediately to collect them.</p> <p>All areas which this person has come into contact with will be cleaned immediately by an adult wearing gloves and an apron as a minimum (as per the government guidelines). All who have come into contact with this person must wash their hands immediately and the gymnasts' parents/ carers will be notified.</p>	5	1	LOW-MED	No
All those in the gym	Risk of poor ventilation providing the virus optimal conditions to spread	All useable doors will be propped open to aid ventilation and to reduce the need for members to touch them.	5	1	LOW-MED	No
All those in the gym	Risk of bacteria (e.g. Legionella) being transmitted via water supplies due to the prolonged closure leaving water supplies stagnant	Prior to reopening, all taps will be run and all toilets flushed to remove stagnant water and reduce the risk of any harmful bacteria remaining in the water supply. All hot taps will be run at a minimum of 60 degrees Celsius.	4	1	LOW-MED	No
Anyone involved in cleaning the gym	Risk of physical harm caused by more frequent use and new selection of Covid-19-related cleaning products	A COSHH risk assessment will be completed to inform those using each cleaning product of any potential risks and allow them to select adequate protection before they begin.	2	1	LOW-MED	Yes – COSHH risk assessment to be completed and made available for all who require it

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Further Control Measures	Allocated to (name)	Target date	Date completed
Masks and gloves to be added to the first aid kit	Kira Stalker	26/07/2020	20/07/2020
A COSHH Risk Assessment will be completed and made available for all who require it	Kira Stalker	26/07/2020	19/07/2020
<p>All members (including coaches) will be informed by email of the following prior to their first session:</p> <ul style="list-style-type: none"> • All new procedures, including entrance and exit points • That no member is permitted into the building if they display any Covid-19 symptoms, if any of their family members are in self isolation or if they have returned from a category 1 country. • That there can be no physical supporting of gymnastics skills until further notice. • That only necessary items may be brought into the gym • That punctual drop-offs and collections are a vital component of the new Covid-19 safety procedures 	Aisha Stalker	Target date for each class differs, but no later than 24 hours prior to their first session	Ongoing
Permission to be requested from all members to use their contact details to inform them of any Covid-19 cases or concerns relating to them	Aisha Stalker	Target date for each class differs, but no later than 24 hours prior to their first session	Ongoing
<p>All coaches will be given a full briefing prior to their first session, including:</p> <ul style="list-style-type: none"> • The points made above that must be raised with all members • The new cleaning requirements and how to fill in the Cleaning Checklist • The use of masks and gloves if direct First Aid is needed and cannot be provided from a distance 	Michelle Stalker	Target date for each coach differs, but no later than 24 hours prior to their first session	Ongoing