

## Risk Assessment: Operating During Covid 19

### July 2020

Hazard/Activity	Who is at risk	Control measures	Severity of Risk	Likelihood of Risk	Risk Factor
Entering the Club (Access & Egress)	Staff, members, Contractors, Public	<p>Members <b>must</b> book a place in advance before attending the club. No member <b>shall</b> be allowed admittance without pre booking a time.</p> <p>Queue control and social distancing measures <b>must</b> be provided visually, and information and instruction <b>shall</b> be given to members, staff and all visitors.</p> <p>One-way systems on entering the club <b>shall</b> be in place and clear signage <b>shall</b> be used. Clearly defined routes <b>shall</b> be used to manage foot traffic and navigate the club</p> <p>Screens <b>shall</b> be in place at reception where staff interact with members and visitors</p> <p>All visitors <b>must</b> make an appointment before attending the club, contractors and service providers <b>must</b> agree arrangements and provide RAMS before entering the club</p> <p>See Risk Assessment for member Journey for specific details</p>	2	3	6
Overcrowding	Staff, members, Contractors, Public	<p>Social distancing rules <b>shall</b> be applied at 2m throughout all areas of the club and for equipment.</p> <p>Clearly defined routes <b>shall</b> be used to manage foot traffic and navigate the club</p> <p>There <b>shall</b> be reduced occupancy levels for the club to maintain social distancing</p> <p>Occupancy levels <b>will</b> be controlled by a booking system</p> <p>Changing rooms <b>must</b> have reduced capacity and there <b>shall</b> be designated lockers for members to use to provide social distancing.</p> <p>Staff <b>must</b> maintain social distancing when in the club and outside the club <b>when</b> in uniform</p> <p>Staff <b>shall</b> not be on rest break together in the same room</p> <p>See Risk Assessment for member Journey for specific details</p>	2	2	4
Main Gym usage (open areas)	Staff, members, Contractors, Public	<p>Social distancing rules <b>shall</b> be applied at 2m for all equipment and throughout the club</p> <p>Clearly defined routes <b>shall</b> be used to manage foot traffic and navigate the club</p> <p>Visual information and instructions <b>must</b> be used to designate equipment in use and not in use to maintain social distance.</p>			
Main Gym usage (open areas)		Occupancy levels <b>will</b> be controlled by a booking system			

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Continued....		Ventilation equipment <b>shall</b> be maintained, and operational effectiveness monitored.	2	2	4
Studio usage	Staff, members, Contractors, Public	<p>Social distancing rules <b>shall</b> be applied at 2m for all equipment and inside the studio's</p> <p>Studio's <b>must</b> have clearly marked areas for members to use and maintain 2m rule</p> <p>Clearly defined routes <b>shall</b> be used to manage foot traffic and navigate the club</p> <p>Visual information and instruction <b>must</b> be used to designate equipment in use and not in use to maintain social distance.</p> <p>Occupancy levels <b>will</b> be controlled by a booking system</p> <p>Ventilation equipment <b>shall</b> be maintained and operational effectiveness monitored.</p> <p>See Risk Assessment for member Journey for specific details</p>	2	2	4
Infection control and cleaning	Staff, members, Contractors, Public	<p>Staff <b>will</b> clean the club and equipment on a regular basis and <b>when</b> identified as an infection risk.</p> <p>All cleaning equipment <b>must</b> be cleaned and sanitized after use by staff</p> <p>PPE <b>must</b> be used by all members of staff</p> <p>All rubbish bags <b>shall</b> be removed from the club and placed in a collection bin when full and <b>must</b> not be stored inside</p> <p>The club <b>shall</b> be disinfected by means of fogging and it <b>must</b> be a minimum of once a day.</p> <p>In addition, areas identified as an infection risk outside of the routine fogging <b>shall</b> be treated by means of fogging.</p> <p>Cleaning stations for use by staff, members and visitors <b>shall</b> be put in place around the club.</p> <p>Hand sanitizer stations <b>shall</b> be put in place around the club.</p>			
Infection Control and Cleaning cont...		All cleaning stations and hand sanitizers <b>must</b> be checked on an hourly basis			

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Manual Handling	Staff	Water fountains must only be used for filling bottles. Visual information and instruction <b>shall</b> be displayed for all members inside the club Social distancing rules <b>shall</b> be applied at 2m for all equipment throughout the club and equipment orientation rules <b>will</b> apply as mitigation See Risk Assessment for Member journey & Cleaning Team operation for specific details	4	2	8
		When cleaning and replacing equipment staff <b>must</b> use PPE and thoroughly wash hands once finished Information and training shall be given to all staff	2	1	3
Cleaning and sanitising chemicals	Staff, members, and visitors	Risk Assessments for all chemicals <b>must</b> be completed following MSDS and COSHH MSDS must be on display for staff and MDDS and COSHH <b>shall</b> be adhered to by all staff. Information and training on the use of chemicals <b>shall</b> be given to staff and recorded Information for the chemical and for the use of chemicals at the cleaning stations <b>shall</b> be displayed No new chemical <b>shall</b> be kept on site without MSDS and COSHH information and a R.A. <b>must</b> be completed first Cleaning / Sanitation - Material Safety Data Sheet (MSDS) <b>shall</b> be made available to any member or visitors on request See Risk Assessment for Cleaning Team Operation for specific details	3	1	3
		All staff <b>must</b> be <b>vigilant</b> for signs of corona virus symptoms All staff <b>must</b> maintain social distancing in work at all times.			

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		<p>Information and instruction for attending and using the club <b>shall</b> be communicated with all members and visitors prior to reopening the club.</p> <p>New members <b>shall</b> receive information and instruction before using the club.</p> <p>In addition, Information and instruction <b>will</b> be displayed within the club</p> <p>Hand washing facilities <b>will</b> be in place and staff will be instructed to wash their hands on a regular basis. In addition, staff <b>will</b> be encouraged to protect the skin by applying emollient cream regularly.</p> <p>Members showing obvious signs of Covid 19 <b>must</b> be asked to leave the club and confirm their wellbeing before returning. An incident report must be completed and a spread sheet of all attending members <b>must</b> be produced and the incident <b>must</b> be reported to the CEO and CFO immediately.</p> <p>An incident form <b>must</b> be completed for any member who reports Covid 19 illness or reported to a club through third party track and trace procedures and a spread sheet of all attending members <b>must</b> be produced and the incident <b>must</b> be reported to the CEO and CFO immediately.</p>	3	1	3
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