



Covid-19 (Coronavirus) Pandemic - Safe Operation - Activities - 2

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Right Directions

Covid-19 (Coronavirus) Pandemic - Safe Operation - Activities - 2

Location of Activity

Throughout the facility

Ref No.

ROC_4941

Assessors Name *

John matson

Date of Assessment

20-08-2020

Next Review Date

20-08-2021

QMS/Work Instructions

Please select a instruction or manually write it

Names of Employees Consulted

Please select a employee or manually write it

Training/Qualifications Required to Complete this Activity

Please select a qualification or manually write it

Personal Protective Equipment (PPE) Required to Complete this Activity

Please select a equipment or manually write it

Legislation, guidance and information used in support of this assessment

Other Risk Assessments Cross Referenced

Covid-19 (Coronavirus) Pandemic - Safe Operation - Building/Facility General

Covid-19 (Coronavirus) Pandemic - Safe Operation - Staff and Staff Areas

Hazard Risk Rating

VERY LOW

Potential Risk Rating

VERY LOW

Potential Harm/Consequence		Likelihood That Harm Will Occur		The risk rating indicates the level of response required to be taken when adding actions to the improvement plan (RRP). Ratings between 15 and 25 require an urgent review of existing control measures.	Risk Rating	
1	Insignificant	1	Very Unlikely		Very Low Risk 1 - 2	No action required
2	Minor	2	Unlikely		Low Risk 3 - 6	Monitor
3	Moderate	3	Possible		Medium Risk 8- 12	Action required
4	Major	4	Likely		High Risk 15 - 16	Urgent Action
5	Catastrophic	5	Very Likely		Critical Risk 20 - 25	Work Must Stop and take immediate action
If the Risk Rating is 15 or more and no further control measures are practicable, add the risk to the H&S Risk Register.						

Hazard	Who May be Harmed	Current Control Measure in Place	Risk Rating With Current Control Measures In Place	Sample of any Reviewed Control Measures	Additional Control Measures Required	Potential Risk Rating After Additional Control Measures Implemented
+ Category	Keeping up to date with official guidance					
+ Information			1 x 1 1		Phoenix Team established	1 x 1 1

	Lack of up-to-date information regarding the Covid-19 virus	<input type="text" value="Staff"/> <input type="text" value="Contractors"/> <input type="text" value="Customer - Adult"/> <input type="text" value="Customer - Child"/>	<input type="text" value="NHS advice regularly checked and followed by <Insert Name> - www.nhs.uk"/> <input type="text" value="Attendance at Covid-19 clinics, webinars and other CPD"/> <input type="text" value="Regular review of NGB advice and guidance"/> <input type="text" value="Following advice and guidance from industry bodies such as CIMSPA, UKactive, RLSS, PWTAG"/> <input type="text" value="Reviewing best practice examples from within the industry"/> <input type="text" value="Reviewing other sectors where applicable"/>		<input type="text" value="Add Sample Measure"/> <input type="button" value="View Files"/> <input type="button" value="View Links"/>			
<div style="background-color: #0056b3; color: white; padding: 2px;"> - Category ▼ </div>								
+	<div style="border: 1px solid #ccc; padding: 2px;"> Activities - General ▼ Possible transmission of Covid-19 due to not following 2m social distancing guidelines Spread of virus due to </div>	<input type="text" value="Staff"/> <input type="text" value="Contractors"/> <input type="text" value="Customer - Adult"/>	<input type="text" value="Arrangements regarding re-opening are communicated to customers prior to opening so they know what activities are available and what to expect"/> <input type="text" value="Communications regarding re-opening arrangements include the use of website, social media, email and text"/> <input type="text" value="Customers displaying Covid-19 symptoms are asked to leave and advised to stay home"/> <input type="text" value="As far as possible, activities are booked and paid for in advance either online or over the telephone"/> <input type="text" value="Frontline Staff Pandemic Awareness Training / Covid-19 training is delivered prior to re-opening/re-engaging staff"/> <input type="text" value="concierge to meet and greet customers to explain changes and procedures to follow"/>	1 x 1	<input type="text" value="Add Sample Measure"/> <input type="button" value="View Files"/> <input type="button" value="View Links"/>	Please select additional control measure or manual	1 x 1	
<div style="background-color: #0056b3; color: white; padding: 2px;"> - Category ▼ </div>								
+	<div style="border: 1px solid #ccc; padding: 2px;"> Gym ▼ Possible transmission of Covid-19 due to not following 2m social distancing guidelines Spread of virus due to </div>	<input type="text" value="Staff"/> <input type="text" value="Customer - Adult"/>	<input type="text" value="Members and casual users book in advance (online or via telephone) to use the gym"/> <input type="text" value="Equipment is removed to ensure at least a Xm2 distance between each piece of equipment. Where equipment cannot be moved, it is switched off or cordoned off"/> <input type="text" value="Warm up / cool down areas are restricted to XX users and signage is displayed advising of maximum"/> <input type="text" value="Free weights area is restricted to XX users and signage is displayed advising of maximum"/> <input type="text" value="Personal training is only carried out where a 2m distance can be observed between the PT and the customer"/> <input type="text" value="Inductions are only carried out where a 2m"/>	1 x 1	<input type="text" value="Add Sample Measure"/> <input type="button" value="View Files"/> <input type="button" value="View Links"/>	Please select additional control measure or manual	1 x 1	

			<p>distance between the instructor and the customer(s) can be observed</p> <p>Virtual inductions are carried out online</p> <p>Sales tours are only conducted where a 2m distance can be observed 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>Hand sanitiser stations are fitted at the entrance to the gym and throughout</p> <p>Sanitiser and cloths/paper towelling or wipes are provided and prominent signage is displayed encouraging customers to wipe equipment before and after use</p> <p>Staff check sanitiser levels regularly</p> <p>Staff undertake cleaning of equipment throughout the day in accordance with an enhanced cleaning schedule</p> <p>Deep cleaning takes place prior to opening</p> <p>Depending on usage, sessions are staggered to allow cleaning to take place in between customer use</p> <p>Where possible, windows are opened to provide fresh air (where this doesn't compromise air handling)</p> <p>Customers are not permitted in the gym office</p> <p>Workout cards are not issued and members are encouraged to use an app to manage their workout</p> <p>Customer may only fill up their own bottles from water dispensers</p> <p>Maximum capacity is reduced</p> <p>ventilation increased to ensure maximum air changes</p> <p>free weights areas restricted to maximum 6 users</p> <p>ladies only and junior sessions take place in activity gym</p>						
-	Category	Group Exercise Classes and Studios					▼		
+	Group Exercise Classes and	▼		1 x 1	1	Add Sample Measure	Please select additional control measure or manual	1 x 1	1

Possible transmission of Covid-19 due to not following 2m social distancing guidelines
Spread of virus due to

Staff

Customer - Adult

Members and casual users book classes (online or via telephone) in advance

Maximum capacity is defined for each type of class, for example, fewer customers are permitted in high impact classes than in yoga

Instructor always maintains at least 2m distance from all class participants

Screen is located in front of the instructor and closest participants for higher intensity classes

Classes are scheduled to allow for cleaning and set up time in between

Virtual spin/indoor cycling classes are provided

Where practical, floors are marked to designate where customers can exercise / where mats and spin bikes are to be positioned

All equipment used is put out by staff prior to the start of the class and put away only by staff at the end of the class

Equipment and mats are sanitised before and after use

Customers are permitted to bring their own mats

Prominent signage is displayed reminding of social distancing guidelines

Customers are encouraged not to bring belongings into the studio and to change and shower at home

Water fountains are taken out of use

Hand sanitiser stations are fitted at the entrance to the studio

Staff check sanitiser levels regularly

Instructors guide participants into the studio (or area where classes are taking place) to ensure social distancing and allow participants to take their position

Where possible, sports halls and outdoor areas are utilised for classes to allow for increased social distancing and capacity

Instructors do not share head mics

Amp / music system is cleaned by the instructor after use using anti-bacterial wipes

Where possible, windows/doors are opened to provide fresh air (provided air handling is not compromised)

View Files

View Links



Category

Sports Halls and Courts



<p>+</p>	<p>Sports Halls and Courts</p> <p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines Spread of virus due to</p>	<p>Staff</p> <p>Customer - Adult</p>	<p>No sports activities take place in the sports hall other than for example, badminton, tennis, table tennis (2 players only for each sport unless in same household), cricket and short mat bowls</p> <p>No team/contact sports, such as football, netball or basketball take place</p> <p>No trampolining takes place unless harness is available</p> <p>Only non-contact martial arts take place</p> <p>Gymnastics and dance sessions take place where at least 2m social distancing can be adhered to and no physical contact is necessary</p> <p>Prominent signage is displayed reminding of social distancing guidelines</p> <p>Equipment and mats are set up by staff</p> <p>Equipment and mats are sanitised before and after use</p> <p>Staff wash their hands before and after handling equipment</p> <p>Hand sanitiser stations are fitted at the entrance to the sports hall</p> <p>Staff check sanitiser levels regularly</p> <p>Customers are encouraged not to bring belongings into the sports hall and to change and shower at home</p> <p>Ventilation is increased to X air exchanges per hour</p> <p>See section on gym and studios where sports halls are used for classes or where gym equipment has been moved into the sports hall</p> <p>badminton sessions to follow UK badminton guidance</p> <p>pre booking only</p> <p>times allocated between bookings for change over and equipment clean were required</p>	<p>1 x 1</p> <p>1</p>	<p>Add Sample Measure</p> <p>View Files</p> <p>View Links</p>	<p>Please select additional control measure or manual</p>	<p>1 x 1</p> <p>1</p>
<p>- Category Swimming Pools - Refer to Swim England Guidance</p>							
<p>+</p>	<p>Swimming Pools</p> <p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines Spread of virus due to</p>	<p>Staff</p> <p>Customer - Adult</p> <p>Customer - Child</p>	<p>Maximum bather loads are defined for each session, e.g. lane swimming, casual swimming, lessons and club swimming</p> <p>The width of swim lanes is reviewed and increased to X</p> <p>Lifeguard zone visibility tests (LZVTs) are undertaken as necessary, for example, where lifeguard positions are changed due to Covid</p>	<p>1 x 1</p> <p>1</p>	<p>Add Sample Measure</p> <p>View Files</p> <p>View Links</p>	<p>Please select additional control measure or manual</p>	<p>1 x 1</p> <p>1</p>

measures
Fun sessions, including inflatables and floats, are not permitted due to the inability to maintain and control 2m distance
A lifeguard/supervisor ensures a 2m distance is maintained for customers queuing for the flume/slide
A lifeguard/supervisor ensures a 2m distance is maintained for customers queuing on poolside to enter the pool
The use of diving boards is limited to controlled sessions only
Social distancing anti-slip floor signage is provided on poolside and the flume/slide steps to indicate to people where they are to stand/queue
There is a maximum of XX pupils to one swimming teacher in lessons
Maximum numbers are specified for each lesson type
Swimming teachers maintain a 2m distance from pupils and do not teach from within the pool
Aqua aerobics classes are restricted to XX customers and are booked in advance
Clubs are advised of maximum numbers and the need for coaches to follow social distancing guidelines
Lifeguard numbers are defined for each session with the NOP updated accordingly
Lifeguards or spotters ensure 2m distance is observed both in the pool and on poolside
Child admission policy is reduced to X
Only one adult is permitted to accompany a child to swimming lessons
Lifeguards wear PPE (masks and gloves) when assisting individuals on and off the pool hoist
Prominent signage is in place to promote showering before and after swimming
Prominent signage is displayed reminding of social distancing guidelines
Pool equipment, including floats (used for swimming lessons only), rescue equipment, lifeguard chairs and hoists are cleaned after use
Whistles are not shared and radios are sanitised when handed from one lifeguard to another
Torpedo buoys are not shared or are sanitised on changeover

			<p>Hand sanitiser is available on poolside</p> <p>Staff check sanitiser levels regularly</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>seperate holding areas and entrances agreed for schools academy and clubs</p> <p>school swimming to operate in class bubbles</p> <p>school swimming to be sole use or buffer lane allocated between school and public</p> <p>schools and academy lessons staggered</p> <p>staff trained on changes,</p> <p>designated officer oversees Link4life swimming offering</p> <p>concierge to assist with controlling movement of children between lessons</p> <p>Children arrive beach ready and a seperate collection point at end of lessons</p>						
-	<p>family swim sessions</p> <p>Add Description/Detail of how harm is caused</p>	<p>Staff</p> <p>Customer - Adult</p> <p>Customer - Child</p>	<p>sessions split into 3 sections</p> <p>sections seperated with lane ropes</p> <p>one household per section</p> <p>maximum of 2 adults and 4 children</p> <p>no equipment for sessions</p> <p>customers may bring own bouyancy aids or small toys</p> <p>sessions are 60 minutes and bookbale online</p> <p>break between sessions for cleaning</p> <p>lifeguards to ensure social distancing between sessions and no movement between sections</p>	1 x 1	1	<p>Add Sample Measure</p> <p>View Files</p> <p>View Links</p>	<p>Please select additional control measure or manual</p>	1 x 1	1
<p>- Category Health Suite - closed at moment</p>									
+	<p>Health Suites and Spas</p> <p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to</p>	<p>Staff</p> <p>Customer - Adult</p> <p>Customer - Child</p>		1 x 1	1	<p>Add Sample Measure</p> <p>View Files</p> <p>View Links</p>	<p>Please select additional control measure or manual</p>	1 x 1	1

- Saunas are restricted to XX users
- Steam rooms are restricted to XX users
- Where social distancing cannot be practiced, the above facilities will operate on a one in, one out basis or remain closed
- Members and casual users book sessions in advance
- Prominent signage is displayed reminding of social distancing guidelines including within sauna/steam room cabins
- Prominent signage is in place to promote showering before and after using the health suite and spa facilities
- Saunas and steam rooms are cleaned prior to use and in between sessions
- Chairs and loungers are positioned at least 2m apart in relax areas
- Hand sanitiser and/or soap/water and drying facilities are available on entrance to health suite facilities
- Staff check sanitiser and soap levels regularly

- Category Children's Activities v

+	Children's Activities v Possible transmission of Covid-19 due to not following 2m social distancing guidelines Spread of virus due to	Staff Customer - Child	Soft play facilities are not open due to the current social distancing guidelines and inability to maintain 2m distance Parties are not permitted due to the current social distancing guidelines and inability to maintain 2m distance Holiday activities are not permitted due to the current social distancing guidelines and inability to maintain 2m distance Separate risk assessments are undertaken where holiday activities go ahead, reflecting the activities planned	1 x 1	1	Add Sample Measure View Files View Links	Please select additional control measure or manual	1 x 1	1
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- Category Outdoor Fitness v

+	Outdoor Fitness v Possible transmission of Covid-19 due to not following 2m social distancing guidelines Spread of virus due to	Staff Customer - Adult Customer - Child		1 x 1	1	Add Sample Measure View Files View Links	Please select additional control measure or manual	1 x 1	1
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			<p>Instructor led group exercise classes are in place with a maximum of XX participants</p> <p>Outdoor exercise classes are booked in advance</p> <p>Participants are spaced out to ensure at least 2m distance between each participant and the instructor</p> <p>The instructor promotes social distancing</p> <p>Hand sanitiser is available</p>						
-	Category	Food and Beverage							
+	<p>Food and Beverage</p> <p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to</p>	<p>Staff</p> <p>Customer - Adult</p> <p>Customer - Child</p>	<p>Tables and chairs are removed from cafe areas or cordoned off if they cannot be moved</p> <p>2m distance markers are in place to ensure social distancing is adhered to when queuing</p> <p>Card and contactless payments are encouraged</p> <p>Vending machines are cleaned regularly</p> <p>Contactless card vending machines are encouraged</p> <p>Hand sanitiser stations are in place in cafe areas and near vending machines</p> <p>Staff check sanitiser levels regularly</p> <p>Prominent signage is displayed reminding of social distancing guidelines and hygiene</p> <p>hot drinks machine not in use</p>	1 x 1	1	<p>Add Sample Measure</p> <p>View Files</p> <p>View Links</p>	<p>Please select additional control measure or manual</p>	1 x 1	1
-	Category	Gymnastics							
+	<p>Gymnastics</p> <p>Possible transmission of Covid-19 due to not following 2m social distancing guidelines</p> <p>Spread of virus due to</p>	<p>Staff</p> <p>Customer - Child</p>		1 x 1	1	<p>Add Sample Measure</p> <p>View Files</p> <p>View Links</p>	<p>Please select additional control measure or manual</p>	1 x 1	1

Return to sessions video available for returning customers on changes
One adult per child allowed in to the venue
No spectating just drop off only
gymnasts come gym ready no use of changing rooms
staggered start times of sessions to allow gap between
no large apparatus
small equipment for designated to individual for sessions
customers to sanitise before entering activity room
equipment cleaned and sanitised before and after every sessions
fogging machine spraying disinfectant used between sessions for larger floor spaces
gymnasts allocated social distanced area to work in
length of classes reduced to 45 minutes
COVID officer from BTG assigned to each venue
British gymnastics guidance being followed
BTG have COVID RA's in place, own infection control policy as well as following Link4lives
BTG staff completed update training
Online booking system in place
BTG maintain registers for track and trace
no progress booklets to be used all progress recorded online
BTG to have site visit and induction before sessions restart
no new gymnasts being taken initially when classes restart
BTG staff and customers to follow the systems the centre has in place for access and circulations areas
PPE in place for 1st aid
enhanced cleaning and sanitising programme for equipment

Revision History			
Reviewed By	Name	Comment	Date
rochdalemanager@stitch.com	John Matson	.	06-07-2020 06:57:46
rochdalemanager@stitch.com	John matson	.	08-07-2020 18:00:48
rochdalemanager@stitch.com	Andrew Entwistle	reviewed 13.7.20	13-07-2020 10:13:42
rochdalemanager@stitch.com	Andrew Entwistle	none	06-08-2020 10:48:09
rochdalemanager@stitch.com	Andrew Entwistle	updated for family swims	13-08-2020 14:26:45
rochdalemanager@stitch.com	Andrew Entwistle	reviewed for swimming and badminton	20-08-2020 17:12:08

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