

RISK ASSESSMENT – COVID-19 THIS RISK ASSESSMENT IS TO MITIGATE THE SPREAD OF COVID 19

Alverstone Lawn Tennis, Squash and Badminton Club	Name of Risk Assessor: Adrian Allsopp <i>A J Allsopp</i>	Date of Risk Assessment: 13 May 2020
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What are the hazards?	Who might be harmed	Controls Required (What are you already doing?)	Additional Controls (Do you need to do anything else to manage the risk)	Action by who?	Action by when?	Done
General spread of Covid-19 Coronavirus	Staff, member, players and visitors to your courts including deliveries and mail.	Email to all members. Notices at control points (gates and doors) to remind of social distancing.	<p>Regular reminders by email / website of our control measures especially wrt at risk groups, controls (booking and social distancing) and infection prevention.</p> <p>Posters on display at control points, reminders on the website when booking. Posters on court to remind of 2m distance rule.</p> <p>Staff, members, players and visitors to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying. Outside wash station and sanitiser required</p>	<p>CT / JJ</p> <p>AA</p> <p>CT / JJ</p>	<p>Started 12 May 20</p> <p>13 May 20</p> <p>16 May 20</p>	<p>Yes</p> <p>Yes</p>
General spread of Covid-19 Coronavirus	Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions.	Notices at control points (gates and doors) to remind those at greater risk		AA	16 May 20	

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<u>Transmission on court</u>	Playing members and visitors	Court access control. Courts booked via ClubSpark with staggered start times. Members reminded of the social distancing constraints (only two players on court unless same household).	Bookings have a separation buffer of at least 10 mins to reduce groups of players meeting. Start times staggered. Email to explain the booking restrictions Explanation also on website	RB CT JJ	13 May 20 16 May 20 16 May 20	13 May
<u>Transmission on court</u>	Playing members and visitors	Alternate court use is promoted and, if required, controlled by removal of nets.	Posters on court to remind of 2m distance rule. Net removal if required	JS	16 May 20	11 May
<u>General transmission within the club via contact with surfaces.</u>	Staff, members, players and visitors including spectators	Bin provided outside	Hand gel sanitiser in dispensers outside the club. Additional tissues and disinfectant wipes available in foyer of club	RB AA	16 May 13 May 20	13 May
<u>Transmission via aerosol</u>	Staff, members, players and visitors including spectators		Notice to parents or spectators that they are welcome to watch but must observe social distancing measures not to congregate or socialise – i.e. stand or sit alone unless from the same household.	Posters at control points – AA	16 May 20	

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<u>Transmission on court through contact with surfaces</u>	Players	Chairs removed from courts.		CT	16 May	13 May
<u>General transmission within the club via contact with surfaces.</u>	Staff, members, players and visitors to your courts.	Gate locked, access by key fob but door to foyer left unlocked during the daytime.		Door checks – JMB and AA and other volunteers	Daily	
<u>General transmission within the club via contact with surfaces.</u>	Staff, members, players and visitors to your courts.	No access to club room or indoor courts.	Indoor court and squash courts to remain locked.	Access locked - JS / RB		
<u>Transmission - Hand Washing</u>	Staff, member, players and visitors to your courts.	Hand washing facilities with liquid soap and water made available within the club at a cleaning station.	Checks on washing station and sanitisers. Notices re. stringent hand washing in place.	See duty roster for volunteers Notices - AA	Daily 13 May 20	Yes
<u>Transmission: Hand cleaning</u>	Staff, member, players and visitors to your courts.	Gel sanitiser in any area where washing facilities not readily available.	Checks on availability of sanitiser. Members advised to wash hands in advance, bring a towel and sanitiser – by email.	See duty roster for volunteers CT JJ - website	Daily 16 May 20	

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<u>Transmission Cleaning</u>	Staff, officials and volunteers	Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods.	Daily cleaning of access control points – gate latches, handles, door frames. Cleansing wipes available in foyer of club. Bin available outside.	See duty roster for volunteers	16 May 20	13 May
<u>Transmission from and to coaching staff</u>	Coaches and students	Coaching will be limited to one-to-one unless coaching a family group.	Coaches are to ensure that all students wash their hands before and after sessions or use new balls for each session. Coaches have access to their store-room but must observe social distancing rules unless from the same household.	To be agreed		
<u>Transmission between Competitors</u>	Visiting teams and Competitors	None. Competitions are not being scheduled until national restrictions have been eased further.				

