

RISK ASSESSMENT

Risk Assessment	Sports Hall Operation During Covid-19	Responsible Person	James Sadler	Next Review Date	Ongoing during Pandemic
------------------------	--	---------------------------	--------------	-------------------------	-------------------------

Please note that this Risk Assessment is written specifically for Covid-19. Please also see the general Sports Hall for further safety guidance.



Risk Rating	
1 - 4	Residual risk is low
5 - 10	Residual risk is medium and normal risk and safety control measures should be in place
12 - 16	Residual risk is high but with prudent risk and safety control measures in place, the activity could be undertaken
20 - 25	Residual risk is very high and even with prudent risk and safety measures in place, there is an unacceptable level of risk attached to the activity

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)

DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

Activity	Person at risk	Significant hazards	Risk			Risk/safety control measures	Residual risk		
			L	S	R		L	S	R
Visiting Sports Centre whilst displaying Covid-19 symptoms	Participants Coaches Staff	Increased risk of spreading Covid-19 to all visitors and staff.			20	<ul style="list-style-type: none"> Anyone who shows signs of Covid-19 (continuous dry cough, high temperature, loss of sense of taste and smell, should get tested and self-isolate until they receive their results. <p>If the test is negative: You do not need to self-isolate, as long as:</p> <ul style="list-style-type: none"> everyone you live with who has symptoms tests negative everyone in your support bubble who has symptoms tests negative you were not told to self-isolate for 14 days by NHS Test and Trace – see what to do if you've been told to self-isolate you have not travelled to the UK from a place with a high coronavirus risk you feel well – if you feel unwell, stay at home until you're feeling better <p>If the test was positive:</p> <ul style="list-style-type: none"> A positive result means you had coronavirus when the test was done. If your test result is positive, you must self-isolate immediately. If you had a test because you had symptoms, self-isolate for at least 10 days from when your symptoms started. If you had a test but have not had symptoms, self-isolate for 10 days from when you had the test. 	2	5	10

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)

DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

						<ul style="list-style-type: none"> • Anyone who is confirmed as having COVID -19, should confidentially report so to ensure contact tracing is carried out and self isolate for 10 days. • Hirers should have accurate attendance records for each session to ensure the above is being adhered to. • NHS track and trace QR code for the Sports Centre on display in various areas of the facility and should be used by all visitors. 			
Not following tier 2 restrictions	Participants Coaches Staff	Increased risk of spreading Covid-19 to all visitors and staff through not following National tier system.	4	5	20	<ul style="list-style-type: none"> • Crosfields Sports Centre and all visiting clubs must adhere to the National lockdown system. • Wokingham and Reading are currently in tier 2. Tier 2 guidance is highlighted below. • Tier 1: Medium Alert Organised outdoor sport, physical activity and exercise classes can continue. Organised indoor sport, physical activity and exercise classes can continue to take place, if the rule of 6 is followed. There are exceptions for indoor disability sport, sport for educational purposes, and supervised sport and physical activity for under-18s, which can take place with larger groups mixing • Tier 2: High alert Organised outdoor sport, physical activity and exercise classes can continue. • Organised indoor sport, physical activity and exercise classes will only be permitted if it is possible for people to avoid mixing with people they do not live with (or 	2	5	10

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)

DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

						<p>share a support bubble with). There are exceptions for indoor disability sport, sport for educational purposes and supervised sport and physical activity for under-18s, which can take place with larger groups mixing</p> <ul style="list-style-type: none"> Tier 3: Very High alert Organised outdoor sport, and physical activity and exercise classes can continue, however higher-risk contact activity should not take place Organised indoor sport, physical activity and exercise classes cannot take place indoors. There are exceptions for indoor disability sport, sport for educational purposes and supervised sport and physical activity for under-18s 			
Visiting Sports Centre after travelling abroad	Participants Coaches Staff	Increased risk of spreading Covid-19 to all visitors and staff.	2	5	10	<ul style="list-style-type: none"> You must self isolate for 14 days and not visit the sports centre if you have been to any country not except from the UK quarantine list. Information on which countries are exempt can be found at https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors 	1	5	5
Use of Sports Hall and communal areas of the sports centre	Participants Coaches Staff	Spread of Covid- 19 through close contact with each other	4	5	20	<ul style="list-style-type: none"> Coaches and participants to ensure that they maintain appropriate distance from of at least 2 meters. Participants/Coaches/Visitors to not congregate in hallways and corridors outside of the hall, changing rooms or reception, and should come ready for the session. Chairs and tables from the reception foyer have been removed to deter visitors staying any longer than they have to. No Changing will be available. The sports hall spectator area will be marked out for social distancing and should be strictly adhered to. 	2	5	10

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)

DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

- The number of Participants must not exceed the maximum number allowed in the set out by the relevant sporting governing bodies.
- Social distancing signage is in place and must be followed.
- Staff must follow social distancing guidance. A protective shield has been placed in front of the Duty manager desk and floor signage reminds all about social distancing




- Markings on the foyer floor showing visitors and staff the direction of travel.

RISK LEGEND

LIKELIHOOD (L) Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)
 SEVERITY (S) Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)
 DEGREE OF RISK (DR) Likelihood x Severity
 RESIDUAL RISK The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

													
						<ul style="list-style-type: none"> • Participants, coaches and visitors should use the 70% alcohol hand gel made available around the facility. Including upon entry to the sports hall. 							

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)


DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

									
Participants arriving	Participants	Spread of Covid- 19 through close contact with each other	4	5	20	<ul style="list-style-type: none"> • Visitors should wash their hands regularly using soap and warm water for a minimum of 20 seconds. 			
						<ul style="list-style-type: none"> • Do not arrive too early to avoid unnecessary contact. • Face masks must be worn at all times by all over the age off 11 years old. Children 10 and under are exempt from this rule. • Where possible, participants should make use of the nearest fire exits in relation to their court to avoid congestion in the foyer. The coach should report in to the Duty Manager who will assist in opening the exits when needed. • See figure 1 for court layout <p style="text-align: center;">Fire exit from car park to court 1</p>	2	5	10

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)



DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

										
						<p>Fire exit from car park to court 1</p> 				

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)


DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

						<p style="text-align: center;">Fire exit from car park to court 5</p> 			
Changing rooms	Participants	Spread of Covid- 19 through close contact with each other	4	5	20	<ul style="list-style-type: none"> • Leave immediately after session and do not stay longer than required. • Changing is not available on site. All users to come ready for their session. 	1	5	5
Watching from the spectator area	Parents Spectators	Spread of Covid- 19 through close contact with each other	4	5	20	<ul style="list-style-type: none"> • Adults using the spectator area is strongly discouraged. More so now that Reading and Wokingham are on tier 2. <p>However, in EXTREAME CIRCUMSTANCES. Spectators must:</p> <ul style="list-style-type: none"> • Remain within the socially distance marked bays. • Use hand sanitiser upon entry. • Wash their hands regularly using soap and warm water for a minimum of 20 seconds. 	1	5	5

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)

DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

					20	<ul style="list-style-type: none"> Face masks must be worn at all times by all over the age of 11 years old. Children 10 and under are exempt from this rule. 			
Cleanliness	All visitors and staff	Risk of contracting Covid-19 through poor cleanliness of the facility.	4	5	20	<ul style="list-style-type: none"> Site to be deep cleaned before the facility re opens. Regular checks and cleaning to take place. Areas sprayed with Viral 100 cleaner. Areas not required to be used will be locked to avoid contamination. All unnecessary furniture will be removed to avoid contamination. 	2	5	10
Touching heavily used surfaces	All visitors and staff	Spread of virus through use of heavily touched areas	5	5	25	<ul style="list-style-type: none"> Doors are unlocked and wedges to hold open are available. This will reduce the risk of the virus being passed on through touching door handles. In the event of an evacuation for fire, these are to be removed. As the days become colder, it is at the discretion of the Duty Manager to close the front doors for their wellbeing and comfort. If the doors are closed, handles should be wiped on a more regular basis (at least hourly). Light switches should only be touched by the site Duty Manager. Surfaces identified as being touched regularly will be cleaned, with Viral 100 by the Duty Manager regularly. A cleaning sheet has been developed to evidence this. Vending machines buttons are cleaned throughout the day. 	2	5	10
Air Flow	Participants	Ineffective air movement within the sports hall.	3	5	15	<ul style="list-style-type: none"> Fire exits to remain open for the duration of the sports hall use. Fans can be used to help with air circulation. 	1	5	5
Rescue/First Aid	Participants Coaches Staff	Incident through lack of First Aid equipment, including face masks for resuscitation.	2	5	10	<ul style="list-style-type: none"> First Aid equipment is checked weekly and replenished when necessary. This includes resuscitation masks. 	1	5	5

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)

DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

						<ul style="list-style-type: none"> • A resuscitation mask is also situated in the reception area with the defibrillator. • All staff have their own PPE 			
Fire maintenance	All visitors and staff	Fire alarm panel, system and extinguishers not in date and not serviced.	2	5	10	<ul style="list-style-type: none"> • Fire protection systems testing has continued during lockdown. • Systems serviced at regulated frequency by external specialist fire engineers • Fire extinguishers last serviced October 2020 • Fire extinguishers last checked November 2020 and checks will continue monthly. 	1	5	5
Legionella	All visitors and staff	Risk of Legionella through water storage at incorrect temperature and not being flushed through	3	5	15	<ul style="list-style-type: none"> • Regular checks and flushing and are flushed weekly. 	1	5	5
Close contact in toilet area	All visitors and staff	Overcrowding in toilet areas	3	5	15	<ul style="list-style-type: none"> • Social distancing signs are in place and a one in, one out policy has been adopted. 	1	5	5

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)

DEGREE OF RISK (DR)

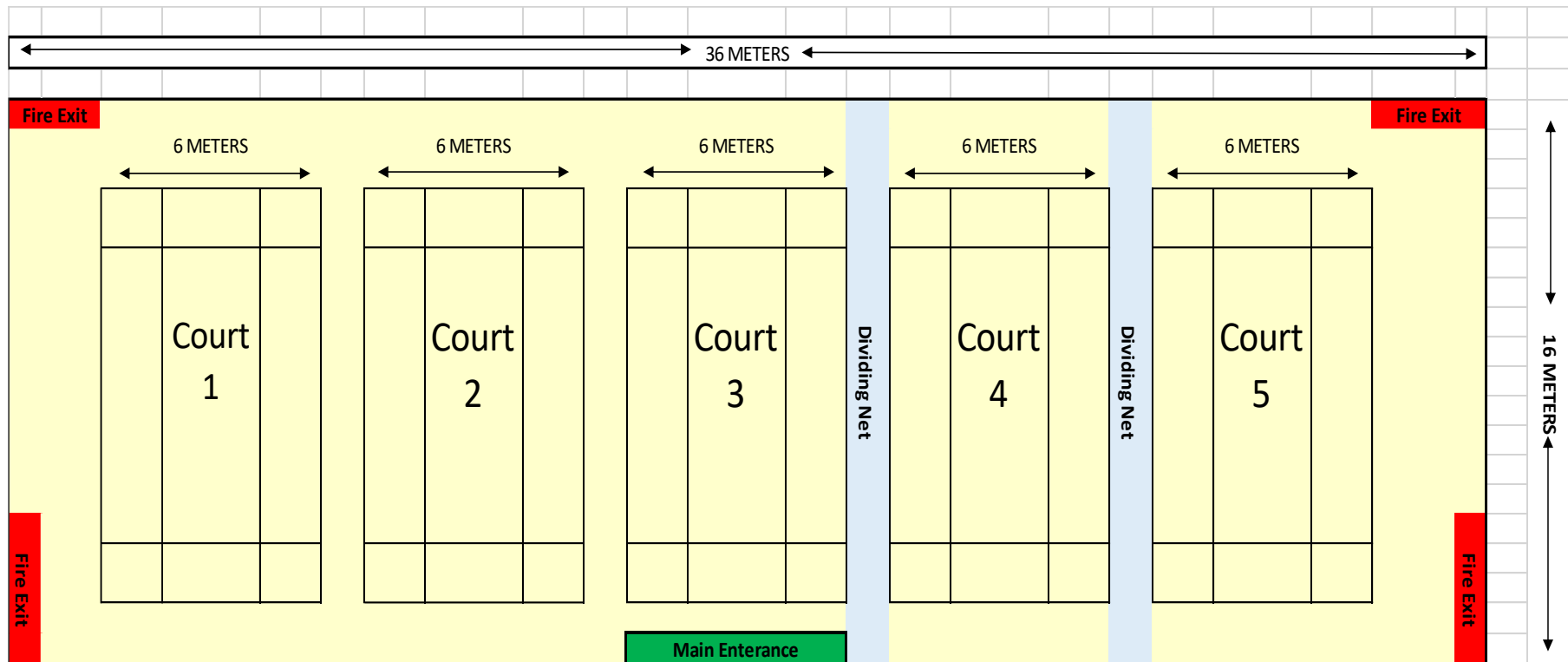
Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

Figure 1 – Court Layout



RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)

DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.

RISK ASSESSMENT

Originator	James Sadler	Date	19/06/2020
Reviewed By	Caroline Purdom	Date	
Updated	Update to 'Air Flow' risk, removed reference to Swim England guidance, added picture of Sports Hall and changed reference to swimming pool risk assessment to Sports Hall.	Date	24/07/2020
Updated	James Sadler – Change isolation period from 14 to 10 days	Date	31/07/2020
Updated	James Sadler – Updated new floor markings – Changed that the vending machines must to be used to that they are cleaned regularly.	Date	20/08/2020
Updated	James Sadler added - As the days become colder, it is at the digression of the Duty Manager to close the front doors for their wellbeing and comfort. If the doors are closed, handles should be wiped on a more regular basis (at least hourly).	Date	24/09/2020
Changed	Updated to adhere to tier 2 lockdown rules. Other minor changes made too.	Date	27/11/2020
Validation by SLT or other appropriate member of staff	Caroline Purdom	Date	23 July 20

RISK LEGEND

LIKELIHOOD (L)

Frequent (5) – Probable (4) – Occasional (3) – Improbable (2) – Remote (1)

SEVERITY (S)

Catastrophic (5) – Major (4) – Serious (3) – Significant (2) – Minor (1)

DEGREE OF RISK (DR)

Likelihood x Severity

RESIDUAL RISK

The level of risk that remains after suitable and sufficient control measures are introduced.