

TEMPLATE RISK ASSESSMENT – COVID-19

We recommend that all coaches / venues complete a Covid-19 specific risk assessment. We have initially populated this template risk assessment for you by including a sample entry related to the spread of Covid-19 and to illustrate what is expected. Look at how this might apply to your business / coaching sessions, continue by identifying the hazards that are the real priorities in your case and complete the table to suit your venue. This template is to be used as a guide to completing a full risk assessment at your venue in order to safely open up your courts.

Name of Venue / Coaching Business: Scalby Tennis Club		Name of Risk Assessor: Steve McMamara on behave of committee		Date of Risk Assessment: 1 September 2020		
What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action when?	by Done
Spread of Covid-19 Coronavirus	<p>Staff, member, players and visitors to your courts.</p> <p>Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions.</p> <p>Anyone else who physically comes in contact with other people in relation to your business</p>	<p><u>Hand Washing</u></p> <p>While the club house is closed hand washing facilities are unavailable</p> <p>Anti bacterial gel will be available for coaching sessions from the coach</p> <p><u>Cleaning</u></p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly include gate lock and benches</p> <p><u>Access to First Aid Equipment</u></p> <p>Temporarily in the flood lighting box until the use of pavilion is back in use. Use court entry key lock number to obtain the key to open the flood lighting box. Gloves and face coverings are also located in the flood lighting box to place on prior to dealing with first aid</p> <p><u>Toilet Facilities</u></p> <p>Pavilion toilets are temporarily out of use</p> <p><u>Net Height</u></p>	<p>Club guidelines to incorporate public health advice regarding isolation and social distancing</p> <p>Club guidelines to remind staff, members, players and visitors to wash their hands for 20 seconds with water and soap before coming to the club to play and immediately upon returning home</p> <p>Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - https://www.publichealth.hscni.net/news/covid-19-coronavirus</p> <p>Posters, leaflets and other materials are available for display.</p>	<p>Email all members new RA</p> <p>All members wipe down lock and benches after use</p> <p>Coach to monitor hand sanitiser for sessions</p> <p>Jackie – display LTA posters</p>	<p>September 2020</p>	<p>Done</p> <p>Ongoing</p> <p>Ongoing</p> <p>Done</p>

		The nets on the court will be pre-wound to the correct height to avoid the need for members to touch them	Hand sanitiser available	Kevin – check net height		Ongoing
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