


## Risk Assessment Form – Craven Arms Community Centre

<b>Risk Assessment Number: 7 CA</b>	<b>Date of Assessment:</b> 19/08/2020	<b>Additional Information check sheet/risk assessments required.</b>		
<b>Task / Work Activity / Work Area Assessed:</b>  Gymnastics Activities, Craven Arms Community Centre	<b>Assessment carried out by:</b>  <b>Caroline George</b>	<b>Substances Hazardous to Health:</b> <b>Manual Handling:</b> <b>Display Screen Equipment:</b> <b>New and Expectant Mothers:</b> <b>Young Persons:</b> <b>Covid – 19</b>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	

Worst Case Outcome					Likelihood					Risk Rating (Outcome x Likelihood)		
5	4	3	2	1	5	4	3	2	1	High	Medium	Low
Fatality	Severe Injury	Lost time Injury	Minor Injury	No Injury	Certain	Very likely	Likely	Unlikely	Remote	13-25	5-12	1-4

Persons affected by the Activity	Identified Hazards	Control Measures Already in Place	Outcome	Likelihood	Risk Rating	Further action required? Yes/No
1. Coaches Parents / carers Children Gymnasts	Car parking Accident or injury due to: High levels of vehicles and people  <i>Spread of Covid-19</i>	<ul style="list-style-type: none"> <li>• A reminder on the notice board, newsletters and on social media to use common courtesy when using the car park.</li> <li>• Do not obstruct Newington Way and respect the residents.</li> <li>• There is also an over flow car park to the right hand side of Newington Way, behind the multi play area.</li> <li>• <i>Further control measures will include:</i> <ul style="list-style-type: none"> <li>• <i>Respect social distancing</i></li> </ul> </li> </ul>	5	1	5	No
2. Coaches Parents / carers Children Gymnasts	Mass gathering within the corridor to entrance / exit of the sports hall. Accident or injury due to; Over crowding Tripping Falling on steps	<ul style="list-style-type: none"> <li>• Classes to have a different start to the previous group finish time.</li> <li>• Coaches will register gymnasts in the sports hall to reduce waiting time in the corridor.</li> <li>• Signage in place to remind parents not to block the corridor</li> <li>• <i>Further control measures will include:</i></li> </ul>	4	2	8	Yes  Update parents of new entry and exit procedures

	<i>Spread of Covid-19</i>	<ul style="list-style-type: none"> <li>- <i>No parents in the building / sports hall to reduce foot fall</i></li> <li>- <i>Social distancing markers when queuing</i></li> <li>- <i>One-way system entry and exit through different fire doors</i></li> <li>- <i>Hand washing / sanitizing station</i></li> </ul>				
3. Coaches and Gymnasts	<p>Ratios, number of participants, overcrowding gymnasts / groups on one apparatus</p> <p><i>Spread of Covid-19 from shared equipment</i></p>	<ul style="list-style-type: none"> <li>• Equipment rota and session plans</li> <li>• Communication between coaches and participants at the start of session / rotations</li> <li>• Staff training / meetings and updates of any changes</li> <li>• Individual record and achievement cards</li> <li>• Set groups</li> </ul> <p>• <i>Further control measures will include:</i></p> <ul style="list-style-type: none"> <li>- <i>Restricted numbers guidelines and zoning, sports hall is 16.5m X 29.5m = 486.75m<sup>2</sup>, divided by the guidelines of 9.29m<sup>2</sup> per person for indoor sporting activities it calculates that we would be able to have 52 people in the sports hall at any one time. We have decreased this further by splitting the sports hall in to 3 zones / badminton courts, there will be no more than 15 people per zone / badminton court (BG guidelines) resulting in maximum of 45 people per class / in the sports hall at any one time.</i></li> <li>- <i>Gymnasts will be allocated a mat each and only use that mat during their class, mats will be placed away from others as per social distancing and cleaned before and after each class.</i></li> <li>- <i>There will be two main stations within each zone, gymnasts will have an allotted amount of time on each main station, sanitizing their hands before and after their allotted time and</i></li> </ul>	3	1	3	No

		<p><i>then return to their allocated mats. Touch points will be cleaned between gymnasts.</i></p> <ul style="list-style-type: none"> <li>- <i>Smaller group sizes from 8 gymnasts to 5 or 6 gymnasts in each group. No more than two groups per zone per class. Gymnasts will remain in their zone throughout the session.</i></li> <li>- <i>No hands-on coaching just instruction and demonstration of British Gymnastics approved moves and skills.</i></li> <li>- <i>Hand sanitizing after each rotation.</i></li> <li>- <i>Personal equipment - no sharing of personal equipment.</i></li> <li>- <i>Floor markings and posters reminding gymnasts and coaches of social distancing guidelines at all times.</i></li> <li>- <i>Coaches to wear face visors if they are less than 2m away from Gymnasts. For example, first aid or passing in the corridors.</i></li> </ul>				
4. Coaches and gymnasts	<i>WC use, Spread of Covid-19</i>	<ul style="list-style-type: none"> <li>• <i>Further control measures will include:</i> <ul style="list-style-type: none"> <li>- <i>Doors in corridor to be propped open with a secure doorstop to reduce touch points.</i></li> <li>- <i>Walk on the left side of the corridor, floor markings.</i></li> <li>- <i>Touch points in WC to be cleaned between classes.</i></li> <li>- <i>Coaches to wear face visors in corridors.</i></li> </ul> </li> </ul>	1	2	2	
5. Gymnasts and coaches	Accident or injury occurring from Tripping over or falling from equipment	<ul style="list-style-type: none"> <li>• A reminder to gymnasts not to run and to look where they are going.</li> <li>• Gymnasts to only complete skills they have been instructed to do.</li> <li>• Rules and regulations in membership pack and on website.</li> <li>• Session plan with clear instructions of safety mats and gymnastics equipment.</li> <li>• Coaches support and instructions</li> <li>• Staff meeting and training</li> </ul>	2	3	6	No

	<i>Spread of Covid-19</i>	<ul style="list-style-type: none"> <li>• Correct height and level for gymnasts age and ability</li> </ul> <p><i>Further control measures will include:</i>  <i>-set up and stand back coaching style no hands-on support with increased matting around equipment.</i>  <i>-Simple skill sets and conditioning set by British Gymnastics.</i></p>				
6. Coaches	<p>Accident or injury during set up, pack away or adjusting equipment</p> <p><i>Spread of Covid-19</i></p>	<ul style="list-style-type: none"> <li>• Staff training</li> <li>• Using two or more coaches to lift or move heavy equipment</li> <li>• Clear instruction of set up and pack away procedures</li> </ul> <p><i>Further control measures will include:</i>  <i>- No gymnasts to help tidy the sports hall after classes</i>  <i>- Mats to be stacked top to top and bottom to bottom.</i></p>	3	2	6	<p>Yes</p> <p>Staff training update</p>
7. Coaches	<i>Cleaning of equipment to prevent spread of Covid-19, accident or injury caused by chemicals</i>	<ul style="list-style-type: none"> <li>• <i>No equipment to be used that is not wipeable with efficient cleaning products.</i></li> <li>• <i>Staff training</i></li> <li>• <i>PPE</i></li> <li>• <i>COSHH - separate risk assessment</i></li> <li>• <i>Cleaning schedule, includes cleaning before and after each class no gymnasts in the sports hall.</i></li> <li>• <i>Reduced time of classes to include a 15-minute clean between classes.</i></li> </ul>	2	1	3	<p>Yes</p> <p>Staff training</p>