

**Hampton Canoe Club Risk Assessment for Club Facilities – Covid-19 25th July 2020 by Tamra Cave on behalf of HCC Committee**

What are the hazards?	Who Might be harmed?	Controls required	Additional Controls	Actioned by Who?	Action by When?	Action completed?
Spread of Covid-19 Coronavirus	Staff, club members, volunteers, paddlers and visitors to your cub.	Raise awareness of sport related Covid-19 requirements	All club members have been told if they visit the club and subsequently experience any symptoms please let the committee know. Also if they have any symptoms, or are self-isolating, please do not visit the club  To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - <a href="https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-the-public-on-the-phased-return-of-outdoor-sport-and-recreation">https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-the-public-on-the-phased-return-of-outdoor-sport-and-recreation</a>	P. Tauwhare	13 May 5 June 8 July 25 July	Complete
	Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions.	An efficient system of notifying members of the systems and protocols in place and what is expected of them, must be in place prior to reopening the club facilities.	Members must receive information in advance of attending the premises to enable them to prepare properly to follow the new systems and protocols.	P. Tauwhare	13 May 5 June 8 July 25 July	Complete
	Anyone else who physically comes in contact with other people in relation to the club	Remind members of the requirements while they are in the club house.	Ensure your facility has extensive signage and information regarding precautions for managing COVID-19	T. Cave	13 May	Complete
		<b>The paddler should only go afloat</b> if they are confident they can get in and out of the boat completely unaided, and rescue themselves if required. Nobody should rely on another paddler coming within 2m at any time to help them, except in an emergency.		All members and users	At all times	Ongoing
		<b>Hand Washing</b> Ready access to hand washing facilities with soap and/or hand sanitiser. Frequent monitoring and resupply as necessary.  Gel sanitisers in any area where washing facilities are not readily available/accessible.  <a href="https://www.gov.uk/government/news/public-information-campaign-focuses-on-handwashing">https://www.gov.uk/government/news/public-information-campaign-focuses-on-handwashing</a>	Members are reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching your face, eyes, nose or mouth with unclean hands. Tissues/paper towel will be made available throughout the premises.  Posters, leaflets and other materials are available for display.	All members and users  T. Cave monitors the level of soap, sanitiser and hand gel and replenishes when needed.	At all times  Weekly	Ongoing
		Hand towel disposal	Appropriate number of waste bins for discarded tissues/paper towels	T. Cave	13 May	Complete
		Refreshment facilities not available to avoid people lingering side the building and using shared crockery.		T. Cave	13 May	Complete
		<b>Frequently cleaning and disinfecting objects and surfaces</b> that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods		Committee, Members & users	At all times	Ongoing
		<b>Social Distancing</b> Reduce the amount of people accessing the boat house/ premises for boats and equipment, comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency.	Identify pinch points such as stairways, storage areas or get on points where social distancing may be difficult.  Members are paddling in groups of no more than 6 people.  Members are encouraged to paddle at different times of the day, throughout the week, to minimise the number of people at the clubhouse at one time.	P. Tauwhare	13 May 5 June 8 July 25 July	Complete
		<b>Cleaning Shared Equipment</b> Any shared equipment should be wiped down with water and soap/disinfectant product before and after use. This will include boats, paddles, buoyancy aids (which are sprayed with anti-bacterial product) and any other shared objects/materials.	Paddler bring own first aid kit to self administer. Club first aid kit to contain disposable gloves and anti-bacterial hand gel	All members and users	At all times	On going
		<b>Club Toilets</b> Frequently cleaning and disinfecting objects and surfaces that are touched regularly.		All members and users	At all times	On going
		<b>Changing Rooms</b> - only use if essential 1 person at a time	Avoid using changing rooms and if required only used by one person at a time Keep space aerated by having door open when possible	All members and users	At all times	On gong
		The pontoon is accessible by a lone swimmer, consequently no further controls are needed.		N/A	N/A	N/A