

CORONAVIRUS RISK ASSESSMENT

Oswestry Otters ASC

<p>Hierarchy of control measures:</p> <ol style="list-style-type: none"> 1. Avoiding contact with anyone with symptoms. 2. Frequent hand washing & good respiratory hygiene practices. 3. Regular cleaning of settings. 4. Minimising contact and mixing. 						
What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
Effective Infection protection & control						
Catching or spreading coronavirus – General considerations	Coaches, poolside helpers, swimmers, parents, guardians	<ul style="list-style-type: none"> · Parents to remain outside the school car park to ensure social distancing measures are observed when collecting and dropping off swimmers. Staggered times for drop off and collection and separate points for this to avoid congestion. · Only one parent per child is permitted to drop-off and collect. · All coaches and poolside helpers to check temperatures before arriving at the school grounds. 		Club to communicate expectations with parents & swimmers	ongoing	

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		<ul style="list-style-type: none">· This should be taken twice if the first reading measures high, to ensure a true reading. They should not enter the school grounds unless they have checked their temperature at home and the reading is 37.5°C or below.· All swimmer's temperatures to be checked by parents/guardians (in the case of older swimmers, by themselves) at home prior to attending the school grounds.· This should be taken twice if the first reading measures high, to ensure a true reading. Parents/guardians are not to leave swimmers unless they have checked their temperature at home and the reading is 37.5°C or below.· All swimmers advised to shower at home before attending training.· Parents, swimmers and staff must not enter the school grounds if they or anyone in their household has symptoms.				
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		<ul style="list-style-type: none">· All swimmers/parents/guardians must complete all the documentation listed below before their return.· Any child (or other persons) who becomes unwell with symptoms of coronavirus while at the premises will be isolated as quickly as possible (Changing rooms) until they are collected from the premises.· Once swimmers are divided into their lane groups (6 swimmers per lane), they will remain in this group to limit contact with others unless the Head Coach requires movements for training reasons.· Cleaning hands more often than usual and supporting swimmers who may struggle with this independently.· Ensure good respiratory hygiene by all promoting the 'catch it, bin it, kill it' approach.· Coaches/poolside helpers to clean frequently touched surfaces often using standard products, such as detergents and bleach, products available poolside and in changing rooms.				
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		<ul style="list-style-type: none"> All swimmers or their parents/ guardians must complete the Health Survey to ensure we can identify vulnerable or high risk members. 					
Virus transmission via <u>direct</u> contact	Coaches, Poolside helpers and swimmers by becoming infected with Covid-19 virus	Reduce the use of shared resources: <ul style="list-style-type: none"> All swimmers to use their own resources (floats, goggles, pull buoys etc). Swimmers are not to share any equipment. All equipment must be clearly labelled. All swimmers must place their equipment in separate piles (not touching). All equipment must be cleaned before and after entry into the pool using the pool water. Poolside helpers will conduct cleaning of toilet facilities and washing down of floor areas between groups, and at the end of the day. 	<ul style="list-style-type: none"> Remind swimmers using toilets of 20 second hand washing rules. Poolside helpers to wipe down sinks/taps/ toilets after use and to remove bins at the end of the day. Remind Covid Support Officers of the importance of good hygiene (thoroughly wash and dry hands after cleaning). PPE is not required for cleaning unless there is 	Coaches and poolside helpers.	Ongoing	Ongoing	Before training starts each day.

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		<ul style="list-style-type: none">· Bins to be emptied at the end of each session and rubbish disposed of appropriately.· Swimmers/coaches/ poolside helpers use alcohol hand rub or sanitiser prior to entering the building, after using the toilet and upon exit of the pool, ensuring that all parts of the hands are covered.· Windows are opened at the beginning of each day, where applicable.· High volume contact points such as door handles, light switches, multi-use items such as swimming equipment to be cleaned regularly and after use.· Swimmers to enter and exit via the allocated doors throughout the day to minimize two-way circulation in spaces as per illustration at Appendix A.· Boxes of tissues readily available on the poolside.· Swimmers will be swimming in the same direction, spaced out as far as	<p>a suspected case of COVID-19. Any cleaning products to be kept under the constant supervision of the COVID-19 officer/COVID-19 support officers and will not be left onsite overnight.</p> <p>Posters reminding swimmers to wash hands/sanitise to be placed in changing rooms and at doorways.</p>			
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		<p>possible following the 2m Government guidance, within their lanes.</p> <ul style="list-style-type: none">· Promote and remind swimmers and staff about good respiratory hygiene i.e. catch it, bin it, kill it.· Ensure lane arrangements are spaced out.· Separate entry and exit points into the pool area as per plan attached in Appendix A.· Staggered times for use of entry and exit into the pool area as per attached plan B.· Swimmers to be grouped into Five teaching groups as per Appendix B.· Swimmers and coaches/poolside helpers to remain in their distinct groups for the session to reduce contact between the groups.· Ensure good ventilation by keeping changing room doors open at all times.				
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Virus transmission via <u>indirect</u> contact	Coaches, poolside helpers and swimmers becoming infected with Covid-19 virus	<ul style="list-style-type: none">· Swimmers are only allowed to use their own 'clean' equipment to minimise sharing.· Door wedges to be used on all normal doors to reduce the number of contacts with the surface.· All high-volume contact points e.g. door handles, light switches, benches to be cleaned with multi-purpose spray cleaner at least once between each group change.· Swimmers ensure their own equipment is cleaned prior to attending a session.· All bases ('Last Day' gate/ changing room door/poolside) have their own radio's but shared use between coaches/poolside helpers to be wiped with multi-purpose wipes immediately after use.	Poolside helpers – toilets/bins/mopping/surfaces/door handles.		Ongoing	
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Reduce mixing within setting	Coaches/ Poolside helpers/ swimmers	<ul style="list-style-type: none">· Accessing the poolside directly from outside where possible.· Staggered starting and ending sessions as per Appendix B to ensure that any tight spaces have a limited number of swimmers using them at any one time.· Different entry/exit points as per Appendix A.· One swimmer to use the toilet facility at a time.· Doors will be propped open where safe to do so.	Assess if some groups of swimmers need additional support to follow these measures once at the pool (for example using correct entry/exit doors and providing the correct amount of support without having too many additional people poolside.	Coaches and poolside helpers	Ongoing	
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Use of Personal protective equipment (PPE) in pool settings against COVID-19	Coaches/ poolside helpers and swimmers	<ul style="list-style-type: none">· Faces masks are not recommended. However, if people want to use face masks they can.· The majority of people in a pool setting will not require PPE beyond what they would normally need for work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases including: -· If a swimmer/coach/poolside helper becomes unwell with symptoms of coronavirus while in the setting and needs direct personal care until they can return home. A fluid resistant surgical face mask should be worn by the supervising adult if a distance of 2 meters cannot be maintained. If contact with the person is necessary then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting then eye protection should also be worn.				
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		<ul style="list-style-type: none"> · The club should use local supply chains to obtain PPE. · The club has obtained/purchased the following items from local resources to support in these instances: - <ul style="list-style-type: none"> · Fluid-resistant surgical face mask · Cloth masks · Aprons · Gloves · Safety goggles. 				
First Aid	Coaches/ Poolside helpers	All First Aid requirements will follow and be guided by the site NOP & EAP. All First Aid shall only be delivered by those with the qualifications and experience providing it. First aiders should ensure they understand how to use appropriate PPE where close contact with a patient is required. E.g. changes to EAV/CPR due to Covid 19 and in line with the wet environment.	Coaches/First Aiders		ongoing	

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Accidents/ Incidents	Coaches/ Poolside helpers	<ul style="list-style-type: none">· Normal report of incidents to various parties i.e. parents/guardians/Pool Operator· Reporting of COVID-19 to Health & Safety Team. All coaches, COVID-19 Officers and Assistant COVID-19 Officers listed at Appendix C.· Consider looking at high risk activities to minimise the potential for accidents and the need for staff to assist swimmers.· In the event that a Coach/Assistant coach/COVID-19 officer becomes unwell with symptoms of coronavirus while at the premises they will leave the premises immediately. An alternative Coach/Assistant/COVID-19 Officer will be called using the emergency phone to come to the premises to take over. In the event that the session can not be continued, all swimmers will be asked to exit the pool immediately, maintaining social distancing around the pool. Swimmers will be directed to enter the changing rooms (in the order/groups that they changed with	All high-risk activities to be discussed with the Head Coach in advance and risk assessment conducted.			
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		<p>on arrival) and file back around to the entrance and stand in their positions on poolside dressed, whilst they await for their parents to arrive. Whilst the children are changing the COVID-19 Officer/Support workers contact all parents to collect their children ASAP. Parents will be instructed to call the emergency phone when they arrive at the 'Last Day' gate so their children can be released.</p>				
<p>Emotional distress of the coaches /volunteers – including anxiety</p>	<p>Coach/ Volunteer</p>	<ul style="list-style-type: none"> · At least one Senior Lead member of committee/coaching to be on site every day for others to share concerns with – open door policy. · At least one Covid-19 Support worker to be on site during every session to be responsible and facilitate all matters relating to this risk assessment who must be a member of ASA and have a DBS · Committee/volunteers/coaches have been included with the decision making, risk assessments. Team meetings conducted 16.06.2020 / 		<p>Committee/ Coaching Team</p>	<p>ongoing</p>	

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<p>Emotional distress of the swimmers</p>		<p style="background-color: yellow;">03.07.2020 / 10.07.2020 / 16.7.2020 / 26.8.2020 / 27.8.2020</p> <ul style="list-style-type: none"> · Review measures to ensure it is manageable. · Swimmers to be supported by coaches/poolside helpers. · Look at ways of being able to support swimmers if in need of comfort, coaches/volunteers must feel comfortable. · Disability swimmers – review assessments to be able to further assist and identify swimmers who will struggle with the changes. 				
<p>Use of Car Park for cars and other forms of transport</p>	<p>All</p>	<ul style="list-style-type: none"> · No cars are to enter the school grounds. · Parents/guardians/coaches/committee have been informed that the staff car park cannot be used for drop off and collection, due to school rules, volume of children and access. · Everyone is to park off site. 				

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Safe Systems of Work to be outlined below once completed:

- All coaches/volunteers to be given sufficient information/training to be able to work safely and where practicable maintain the 2m distancing protocol. (Regular Team meetings, see above dates.)
- Continue monitoring and reviewing risk assessments and other health and safety advice for children, young people and coaches/volunteers in light of recent government advice, identifying protective measures (such as the things listed above) – ongoing.
- Ensure that all Health & Safety compliance checks (e.g. premise, safety and security systems have been undertaken before opening and sufficient coaches/volunteers are available to undertake these tasks.

Communicate to all parties is essential:

- Tell swimmers/parents/guardians/volunteers/coaches not to enter the setting if they are displaying any symptoms of coronavirus (following the COVID-19 Guidance for households with possible Coronavirus infection. Letter sent to all parties. [date sent]
- Tell parents/guardians that their swimmer must only be dropped off by one parent/guardian at a time. [date letter sent]
- Tell parents/guardians/swimmers their allocated drop off and collection times and the process for doing so, including protocols for minimising adult to adult contact (for example, which entrance to use). [date letter sent]
- Make clear to parents that they cannot gather at entrance gates or doors or enter the site (unless they have a pre-arranged appointment, which should be conducted safely). [insert dates correspondence sent]

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- Talk to volunteers/coaches about the plans (for example, safety measures, timetables, staggered arrival and departure, discuss whether training would be helpful. Team meetings conducted and timetable provided [insert dates]
- Communicate early with contractors and suppliers that will need to prepare to support your plans for opening for example the pool venue, cleaners, hygiene suppliers – ongoing
- Discuss with committee/coaches/volunteers the additional cleaning requirements and agree additional time to allow for this.
- No Swimmer will be allowed to return without the necessary documentation completed.

INFORMATION SENT TO PARENTS [insert date sent]

Risk Assessment & Plans

Pool and Changing Room Protocol

Video of Changes

Advice for returning to exercise after Covid-19

Health Survey

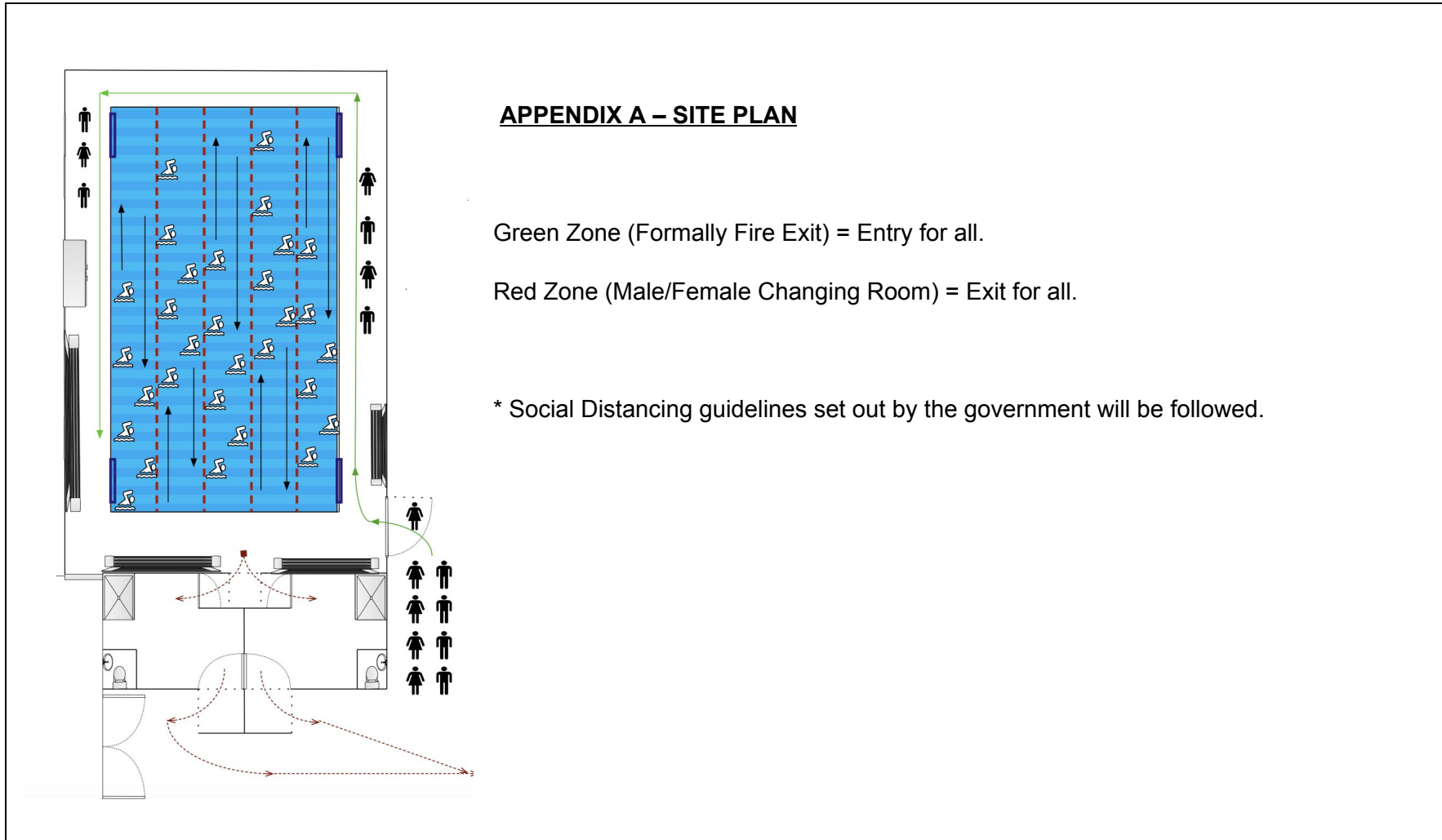
Training Venue Assessment

Member Survey

Request for Updated contact information

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APPENDIX B – Timing/Groups

Alpha	Bravo	Charlie	Delta	Echo
6:00 Hours	6:00 Hours	4:30 Hours	4:30 Hours	3:00 Hours
Monday 7:40-9:10 (1:30)	Monday 7:20-8:50 (1:30)	Monday 6:40-7:40 (1.00)	Monday 6:20-7:20 (1.00)	Monday 6:00-6:40 (40)
Tuesday 7:40-9:10 (1:30)	Tuesday 7:20-8:50 (1:30)	Tuesday 6:40-7:40 (1.00)	Tuesday 6:20-7:20 (1.00)	Tuesday 6:00-6:40 (40)
Wednesday 7:40-9:10 (1:30)	Wednesday 7:20-8:50 (1:30)	Wednesday 6:40-7:40 (1.00)	Wednesday 6:20-7:20 (1.00)	Wednesday 6:00-6:40 (40)
Thursday 7:45-9:15 (1:30)	Thursday 7:15-8:45 (1:30)	Thursday 6:15-7:45 (1:30)	Thursday 5:45-7:15 (1:30)	Thursday 5:15-6:15 (1:00)

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APPENDIX C - COACHES AND COVID OFFICERS

NAME	POSITION
Tim Hastie	Head Coach/Assistant COVID-19 Officer
Andy Lee	Coach/Assistant COVID-19 Officer
Yvonne Edwards	Coach/Assistant COVID-19 Officer
Jackie Downes	Coach/Assistant COVID-19 Officer
Ethan Lee-Birch	Assistant Coach/Assistant COVID-19 Officer
Chris Onley	Assistant Coach
Sarah Ball	Assistant Coach/Assistant COVID-19 Officer
Clare Curtis	Assistant Coach/Assistant COVID-19 Officer
Alex Nash	COVID-19 Officer Lead/Assistant Coach
Laura Seddon	Assistant COVID-19 Officer
Haf Evans	Assistant COVID-19 Officer
Linsay Aaran	Assistant COVID-19 Officer
Claire Morris	Assistant COVID-19 Officer
Sue Lewis	Assistant COVID-19 Officer