**Covid-19 Activity Risk Assessment V1.4**

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| **CLUB NAME:** | **Weston TAGB Tae Kwon Do Club** |
| **BTC Instructor reference** | **BTC 47842/19** |
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| **CLUB VENUE:** | **The Campus Highlands way Locking Castle Weston super Mare** |
| **CLUB DAYS:** | **Mondays / Saturdays** |
| **CLUB TIMES:** | **Monday 18:00- 19:00 / Saturday 11:15-12:00** |
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| **RISK ASSESSMENT COMPLETED BY (Name):** | **Simon Lambert** |
| **DATE OF COMPLETION:** | **30/11/2020** |

* **This Activity Risk Assessment will identify the risks associated with Covid-19 transmission within our club activity and will list the Control Measures that this Club is putting in place to protect its members and Instructors from the Covid-19 hazard.**
* **The control measures from this risk assessment should then form the basis of the implementation plan that clubs should complete and share with their participants and supporters.**
* **This assessment will be reviewed regularly to ensure the control measures are effective in use.**
* **We will also take note of any changes in UK Government advice that might change this risk and/or control measures required.**

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| **Review Dates & Signature** | **Changes** |
| 14/08/2020 | S Lambert | 1.1  | Original draft |
| 09/09/2020 | S Lambert | 1.2 |  |
| 24/09/2020 | S Lambert | 1.3 |  |
| 29/09/2020 | S Lambert | 1.4 | Added numbers to each risk & sport specific riskAdded Track & Trace requirement (risk 30)Added venue management input for improved process (risk 31) |
| 30/11/2020 | S Lambert | 1.5 | Added age restrictions in line with National Tier 3 guidance (risk 32) |

**Covid-19 Activity Risk Assessment**

**This document identifies the risks posed by Covid-19 to our club activities and identifies the control measures this BTC Club is putting in place to protect its coaches, members and supporters from the Covid-19 hazard whilst attending our Tae Kwon Do class.**

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| **PLAN EDITION DATE:** | **Nov 2020** |

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| **#** | **Identified Risks** | **Control Measures** | **Check** |
| 1 | Students unaware of new rules and guidelines | Pre-class communication of implementation plan via email.All students to receive a copy of club risk assessment and BTC guidelines. |  |
| 2 | Too many people attending the session for adequate social distancing requirements | Students are only invited to class. An on-line booking system is in place allowing 1 less than the permitted number of students per session. |  |
| 3 | Students risk infection travelling to/from the Class | Students are encouraged to walk, bike or private car rather than use public transport. Students should only travel in household groups and maintain social distancing with everyone else. |  |
| 4 | Student arrive are unwell | All participants are to be IR temp tested before entering the training area. If they fail the initial temp check they can be retested 10 min later, if the student is displaying a temperature outside the normal range, they are to be told to return home and see medical advice. Careers for junior student must wait with them before leaving their child at the venue. |  |
| 5 | Students sparring bags and pads cause additional areas for transfer of virus | Student are not required to bring any equipment to class, there is no need for kitbags or pads. |  |
| 6 | Students need water | Students bring their own labelled sports bottles. |  |
| 7 | Cash payments spread contamination | Subscriptions are paid by transfer or on-line, there is no cash transactions in class. |  |
| 8 | Students arrive with contaminated hands | All participants to be advised to wash hands at home prior to leaving and cleaned with provided sanitiser on entry to training areas. |  |
| 9 | Students are confused by new layouts | Provide information prior to attending class to assist students and follow guidelines set out by venue. |  |
| 10 | Doors to training room spread contamination | Doors remain open to avoid touching – Also adding ventilation to the room by opening windows or external door where possible. |  |
| 11 | Changing rooms increase infection risk | Students come ready dressed to train. |  |
| 12 | Use of toilets increases risk of infection | Students are asked to use the toilet before leaving home. Toilets are only to be used in emergency. |  |
| 13 | Venue size affects social distancing | There are no parents or spectators allowed into the training room. Class sizes are defined by the maximum occupancy restrictions set by the venue including social distancing guidelines. Proposed changes to have more sessions but with smaller class sizes and shorter duration.  |  |
| 14 | Face masks | All participants are to wear face masks al all time when inside the venue. |  |
| 15 | Social distancing measures | Maintain 2m in all directions when training (10ft x 10ft square per participant) and 1m+ minimum at all other times |  |
| 16 | Students with higher risk and/ or with underlying health conditions | Students who have declared conditions that may increase vulnerability are advised to stay away from classes until advised by the government that it is safe to freely interact with all sections of society. |  |
| 17 | Spectators bring additional risks to students | At this time there are no spectators allowed. |  |
| 18 | Family members | Are treated as individuals in class and usual social distancing measures are applied. |  |
| 19 | Floors are infected | Students are allowed to wear non-marking training shoes in class, so there is no bodily contact. |  |
| 20 | Spillages on floor | Spillages are to be cleaned. |  |
| 21 | Pads/Equipment are infected | There will be no pad used in classes until such time as the guidelines allow. |  |
| 22 | Touching surfaces occurs | Have available hand sanitiser and/or schedule cleaning breaks when necessary. |  |
| 23 | PPE is requested | Instructors & members can use wear face masks and/or gloves if they so wish. |  |
| 24 | Students leaving increases contact risks | Each member cleans their hands with sanitiser on leaving and takes all their possessions with them. students leave immediately. |  |
| 25 | Students pickups are late | Students wait in a public space in the venue observing social distancing. |  |
| 26 | Safeguarding risk for under 18’s if pick up late | Under 18’s to be supervised in a public area by an instructor until collected. |  |
| 27 | Cross over between classes | When instruction has finished and the class closed, the instructor will escort all students out of the training area and perform a clean and wipe down of potentially contaminated surfaces before allowing in the next group of student’s entry to the hall. |  |
| 28 | Leaving behind contamination | Floor and contaminated surfaces to wiped and cleaned. |  |
| 29 | Waste disposal | Separate bins provided for potentially infected material. Secure disposal at end of session via yellow hazardous waste bags. |  |
| 30 | Recording visit to venue for NHS Track & Trace | Anyone entering the building (over 16 years) must use the COVID NHS Track and Trace app or use the paper sign in sheet on reception to check into the venue. In addition, instructor to keep a list of names and contact nos. in case of Instructor or member infection. |  |
| 31 | Students outside of permitted age range turning up | Only club registered students UNDER 16 will be permitted to book sessions. Anyone not booked in will be refused entry at the venue entrance. |  |
| 32 | Post session review | Monitor, review and discuss session H&S operation with lead instructors and venue management to improve process. |  |
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|  | **Tae Kwon Do specific activity** | **Control measures** | **Check** |
| 1 | Warm up/cool down | At least 2 metres between each member (unless from same household) front, sides and behind (10ft x 10ft space per person average)Stretching and working singularly NOT in pairs/groups. Use side by side or Back to back where possible (rather than face to face)Students are to bring a yoga mat or beach towel in a plastic bag to be used when contact with the floor required. |  |
| 2 | Basic techniques / line work (on spot or up and down) | Solo practice and at a 2-metre distance. |  |
| 3 | Patterns | Solo practice and at a 2-metre distance. |  |
| 4 | Free Sparring | Not currently permitted  |  |
| 5 | Kicking techniques | Solo practice and at a 2-metre distance. |  |
| 6 | 1 2or 3 Step sparring | Solo practice and at a 2-metre distance. |  |
| 7 | Self defence | Solo practice and at a 2-metre distance. |  |
| 8 | Board breaking | Not currently permitted  |  |
| 9 | Pad kicking (e.g. Pad, bags etc.) | Not currently permitted  |  |
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