

- COVID-19 Risk Assessment Template v001 - from 21st July 2020(?) -

This document is primarily based on the recommendations of Welsh Athletics, but also considering input from other relevant bodies particularly the Welsh Assembly Government, Public Health Wales and Llandaff Rowing Club where Pegasus is based. The club chairman, committee and session organisers must be satisfied that the risk assessment is appropriate before any session takes place. **Important note:** UKA provides a Health and Safety Helpline, supported by the Royal Society for the Prevention of Accidents. For support with producing risk assessments you can call 0121 248 2235 or email athleticsafety@RoSPA.com

Venue / location / name of the facility	Club Session from xxxx
Name of person conducting Risk Assessment (eg. coach/leader):	Collaborative effort involving members of the committee and session organisers. The responsibility for each session lies with the session organiser who should review and modify the template as needed. As/when lockdown instructions change, or new guidance is received from Welsh Athletics, the template will also need to be reviewed.
Date Risk Assessment was carried out:	Version 1 prepared for use from week commencing 20th Jul(?) Should be reviewed by the designated organiser the day before any session is due to take place.

For both sections of this assessment the people who might be affected / harmed are: LiRF or CiRF Session Organiser; All Participants; Anyone else who is in the vicinity of the activity taking place such as other users of xxxxx Club and members of the public out on the highways & paths. This could include people in vulnerable groups such as those who are elderly, pregnant or have underlying health conditions.

Throughout this risk assessment Likelihood and Impact are graded as Low, Medium or High with the Risk Rating defined as:

	Low Likelihood	Medium Likelihood	High Likelihood
Low Impact	Yellow	Yellow	Amber
Medium Impact	Yellow	Amber	Red
High Impact	Amber	Red	Red

The aim for the club should be to avoid risk as much is reasonably practical and reduce risks where possible. Realistically some club sessions, indeed all club sessions whilst COVID-19 remains in the community, will involve amber levels of risk and all participants need to be made aware and frequently reminded of this. Red levels of risk should be mitigated; Where this is not possible the session should be called off.

Section 1: Spread of COVID-19

Risk Identified	Controls	How likely?	Impact	Risk Rating	Additional Comments / Further Mitigations	Resultant Risk Rating
Large group sizes increase the risk of community transmission.	Sessions numbers are to be kept at a low level, and must respect the maximums imposed by Welsh Athletics (12 per LiRF or CiRF) and WAG (30 in total). Participants must register in advance.	Low	High	Amber	Those who have not registered in advance should be politely turned away, even if capacity remains. This is to avoid returning to a culture where turning up on spec is considered acceptable whilst COVID-19 remains a threat.	Yellow
Attendance of a participant who is infected with COVID-19.	Frequent reminders not to attend sessions if experiencing any symptoms, living with / working with someone who has (which would require you to self-isolate and book test), or under advice to shield. Advisories from Welsh Athletics, Public Health Wales and the Welsh Assembly Government.	Low or Med (depends on cases)	High	Amber or Red (depends on cases)	Some of those infected could be in an incubation period or asymptomatic. The likelihood is "Low" whilst the virus remains suppressed. Sessions to be suspended again if the number of local cases increases such that the likelihood increases to "Medium", pending re-assessment / WA guidance. Depending on cost and availability the club could consider a thermal thermometer to check participant temperatures, but this does not seem sufficient to reduce the overall risk to Yellow.	Amber or Red (depends on cases)
Presence of COVID-19 on surfaces touched by participants.	Participants to be advised and frequently reminded of the risk. This should include the suggestion that they bring their own hand sanitiser for use immediately after the session and wash their hands as soon as they return home. No equipment to be shared, including the pen previously used for signing people in / out - organiser to take register of all attendees personally.	Low	High	Amber	Designated organiser could sanitise door handles and any other surfaces which have been highlighted as a concern before & after session. Llandaff Rowing Club could sanitise door handles and any other surfaces which have been highlighted as a concern on a daily / more frequent basis.	Yellow
Participants within 2 metres of others before & after session.	In dry weather participants can be asked to congregate at least 2 metres apart on the grass. In wet conditions participants could remain in cars until organiser signals for them to congregate at least 2m apart under the balcony - space is limited, some groups will need to be divided. Those who have arrived on foot will need to use the area under the balcony first. At the end of the session participants should return to their cars or leave immediately. Despite this it is still quite possible people will come within 2 metres of others.	High	High	Red	Session organisers to monitor and strictly enforce social distancing before and after the session. The club should adopt a zero tolerance policy to keep risk levels as low as possible. This is dependent on cooperation from the group as a whole, regardless of their personal opinions about whether such precautions are needed. Participants might consider wearing a buff and pulling it up over their mouth and nose whilst the briefing is taking place and when a larger number of others are close by.	Amber or Red (if the group is resistant)

Section 1: Spread of COVID-19 (continued)

Risk Identified	Controls	How likely?	Impact	Risk Rating	Additional Comments / Further Mitigations	Resultant Risk Rating
Participants within 2 metres of others during the session.	<p>For the briefing and warm up, which would usually be done as a group, it should be feasible for participants to stay 2 metres apart from each other.</p> <p>For sessions that take place in a relatively small area, such as intervals or hill repeats, a location can be chosen where it is unlikely other members of the public will be.</p> <p>For time or distance based sessions along a defined route encounters with other members of the public are more likely, even where routes are chosen which are not generally busy.</p>	<p>Low or High</p> <p>(depends on session)</p>	High	<p>Amber or Red</p> <p>(depends on session)</p>	<p>Where possible routes should avoid busy areas and minimise pinch points.</p> <p>During the main part of the session - which is effectively unsupervised - participants could be paired up, i.e. with just one other household. A greater number is only permitted when staying within sight of the organiser.</p> <p>All participants should be asked to give way to other park users, even if it means stopping briefly, stepping to the side of the path, etc. so that we all "share with care" and do our best to stay 2 metres apart.</p>	<p>Amber or Red</p> <p>(depends on session and if the group is resistant)</p>
Identified exposure or likely exposure of participants to COVID-19.	Participants are to contact the session organiser if they develop symptoms / are tested positive for COVID-19 within 7 days.	Low	High	Amber	All participants could provide up to date contact details when registering, instead of relying on club records.	Amber

Section 2: Other Risks (slight modification from previously used template)

Risk Identified	Controls	How likely?	Impact	Risk Rating	Additional Comments / Further Mitigations	Resultant Risk Rating
Extreme Weather - such as torrential rain, risk of localised flooding, lightning, strong winds or extreme hot / cold temperatures & icy conditions.	<p>Keeping an eye on the weather forecast ahead of club sessions.</p> <p>If the area is subject to a Red Weather Warning no sessions are permitted.</p> <p>When subject to lesser or no warning the session organiser is to assess the situation and make their own judgment about whether the session can proceed in either the original or a modified format.</p>	Low	High	Amber	<p>Participants should be reminded that organiser assessments will be subjective and that conditions may change during the session - they must only take part if they are comfortable with the potential risks.</p> <p>When warm weather is forecast re-post the "Staying on Your Feet & Beating The Heat" graphic.</p> <p>A Yellow rating would only be achievable in good weather conditions.</p>	Amber or Yellow
Shared paths & highways. Potential conflict with other users.	Highlighting busy and/or narrow sections of the route, asking participants to give way to others.	Med or Low	Med	Amber or Yellow	A greater issue in the summer when more people are out & about. Cyclists and dogs on extendable leads have been particular causes for concern.	Amber or Yellow

Section 2: Other Risks (continued)

Risk Identified	Controls	How likely?	Impact	Risk Rating	Additional Comments / Further Mitigations	Resultant Risk Rating
Lighting, visibility and awareness.	<p>Routes are defined as suitable for "light nights" (mid Apr - mid Sep), "dark nights" (Oct - Mar) and "hybrid" for sessions where the sun sets part way through. All are planned without excessive and, where possible, avoiding busy or dangerous road crossings.</p> <p>Participants are encouraged to take steps to ensure they can see, such as wearing a head or body torch in dim or dark conditions, along with making sure they can be seen: A combination of bright colours and/or white, as well as some reflectivity, is suggested.</p>	<p>High, Med or Low</p> <p>(depends on season)</p>	High	<p>Red, Amber or Yellow</p> <p>(depends on season)</p>	<p>No headphones to be worn for club sessions.</p> <p>Feedback given to members about wearing some suitable kit.</p> <p>Some models of head and body torches are especially bright and may present a hazard to other users & drivers unless there is an effort made to turn them off or cover them at appropriate times.</p>	<p>Red, Amber or Yellow</p> <p>(depends on season and if the group is resistant)</p>
Trip Hazards: Kerbs, sections of uneven path and debris, mud, leaves and puddles.	<p>Participants should be advised to maintain awareness and encouraged to alert those around them of unexpected hazards.</p> <p>Sections which are of particular concern should be highlighted in the session packs and briefings. Some routes are less suitable, and may need to be substituted, after a period of heavy rain.</p> <p>The club takes out additional insurance to provide some basic cover for personal accidents.</p>	<p>Low or Med</p> <p>(depends on session)</p>	High	<p>Amber or Red</p> <p>(depends on session)</p>	<p>The designated session organiser could arrange or personally check the specified route before the session takes place. Anything noted during the check, or if a check has not taken place, should be relayed to participants.</p> <p>A backup session plan should be available if the intended session seems too hazardous.</p> <p>Record any accidents or near misses appropriately and submit to UK Athletics.</p> <p>Note: The club does not provide first aid cover. Assistance will be sought from those available and, in more severe cases, from a 999 operator / taking the participant to A&E.</p>	<p>Yellow</p>
<p>Over exertion, potentially causing injury, nausea, light-headedness, confusion, dizziness or collapse.</p> <p>Triggers may include weather and underlying conditions.</p>	<p>Everyone to be reminded periodically that there are significant risks associated with pushing yourself too hard. Increased capability comes from gradual progressive overload with plenty of time for recovery and adaptation.</p> <p>Challenging conditions, such as warmer than usual weather, should prompt a reduction in pace.</p> <p>Club will survey members when joining and at least annually, inviting people to state any health conditions which could be relevant.</p>	Low	High	<p>Amber</p>	<p>When warm weather is forecast re-post the "Staying on Your Feet & Beating The Heat" graphic.</p>	<p>Amber</p>

Section 2: Other Risks (continued)

Risk Identified	Controls	How likely?	Impact	Risk Rating	Additional Comments / Further Mitigations	Resultant Risk Rating
Air Quality, Pollen & Pollution Levels which may particularly impact those who suffer from asthma, hay fever and some other conditions.	Check the Air Quality Index and, during spring & summer, the Pollen Levels / forecast. Relay to members as necessary. Frequently remind those who have a reliever inhaler to carry it with them on all runs.	Low or Med (depends on member)	Med	Yellow or Amber (depends on member)	Particularly hot or cold weather, thunderstorms and sudden changes in weather are known triggers for asthma. Re-iterate any advice under these conditions. Hay fever can develop at any age and, being a reaction to a particular type (or types) of pollen, will not be the same for all sufferers. If symptoms are bothersome the member should be advised to see a pharmacist or visit their GP for help in managing their condition.	Yellow or Amber (depends on member)
A sudden serious health issue, such as heart attack, severe asthma or stroke.	Periodic reminders to all participants that they should ensure they are medically fit enough to take part in sessions, consulting their GP if necessary. Periodic reminder to carry ICE information, either on a laminated card, dog tag, wristband or the locked screen of their phone.	Low	High	Amber	Participants should be encouraged to run within sight of others and to carry phones so that 999 can be contacted without delay and general assistance is readily available if required.	Amber
Personal Safety including from others and getting lost.	Detailed routes for sessions to be provided and explained as necessary. Areas where concerns about personal safety have been raised are avoided. People should not be left to run on their own.	Med	Med	Amber	All members should be sensitive to the fact some participants may not feel at ease with all others in the group. Those who are new to the area may have difficulty understanding routes initially.	Amber
Distress as a result of behaviour from others. Offensive language, taunting or other inappropriate comments, unwanted attention, etc.	Club to maintain male and female welfare officers. All session organisers and welfare officers to hold an up to date DBS check. Session organisers and welfare officers to have completed online British Athletics Safeguarding in Athletics course, or classroom based equivalent. Club Code of Conduct to be followed at all times.	Low or Med (depends on club culture)	High	Amber or Red (depends on club culture)	Club culture to be monitored by the committee and session organisers. Frequently remind members of the expectation to behave appropriately as part of an affiliated club. Committee members, welfare officers and session organisers could additionally complete Mental Wellbeing in Sport and Preventing Bullying in Sport.	Amber or Red (depends on club culture)

Specific risks related to a particular session should be considered in addition.