

Leyburn Community Leisure Club Risk Assessment

VERSION: Initial draft version to assist in planning preparations for initial opening.

Date of assessment	Person Undertaking Risk Assessment (COVID-19 Officer)	Club name	Facility Address	Activity	Risk Assessment issue Number
Tuesday 21 July 2020	Tom Osorio	Leyburn Community Leisure Club	Grove Square, Leyburn DL8 5AE	Squash including racquetball. Fitness and strength gym. Cardio gym. Self-managed bar. Closed until further notice and updated risk assessment. Loan and sale of sports equipment (raquets, balls, raquet tape, shoes.) Suspended until further notice and updated risk assessment. Social events serving food, including league matches: Suspended until further notice and updated risk assessment. Subrental to Sam's Beauticians	01
Persons Exposed		Maximum Number of People Exposed		Frequency and Duration of Exposure	
Membership:		250, including 20 under 18. No known vulnerable with respect to COVID		Squash membership average weekly visits 1-3/week Gym users, average weekly visits 1-5 /week	
Sams Beauticians		Owner Sam customers, Customers estimated 40		Sam daily – up to 8 hours. Customers max weekly.	
Cleaning contractors		6 max, visiting in pairs		3 times per week	
Level of Risk					
Low		Medium		High	

Identified Risks:

- COVID-19 is highly infectious disease.
- Infection through lack of social distancing (1 metre minimum).
- Infection through droplets from individuals which could subsequently be inhaled into the lungs.
- Infection through touching a surface, object, or the hand of an infected individual that is contaminated with respiratory secretions and then touching their own

mouth, nose or eyes.

Additional information can be found here:

- Public Health England Advice - <https://www.gov.uk/government/organisations/public-health-england>
- HSE Guidelines - <https://www.hse.gov.uk/news/coronavirus.htm>
- Safeguarding guidance - <https://thecpsu.org.uk/>

Revisions Record:

- Revision 1: Prepared 21 July, using Squash England template based on COVID Committee discussions 19 July, including consideration from UK government advice, discussions with regional squash clubs, HSE advice.
- Revision 2: Updates 29 July. Further detailed information shared at COVID committee discussion 26 July. Risk ranking colours changed based on advice from insurers, legal comments and agreed communications to members. Further analysis of ventilation arrangements: limited ventilation through unused changing rooms with provision of large flow dehumidification reducing humidity and eliminating free water in outlet air, further no experience of condensation on court walls). Assessment of that propensity of aerosol generation during 'sports' breathing low. Additional court rest time remains in place.

Colour Coding:

- Red: Action required before use of club
- Amber: Ongoing monitoring required with possible prompt control actions, in addition to normal vigilance from membership and Beautician.
- Green: All practicable controls in place, consistent with current guidance from sources consulted

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
GOVERNANCE & MANAGEMENT	Inadequate procedures to keep participants safe	Management have set up COVID committee to review, implement and monitor arrangements to minimise risk of COVID transmission				Y	Procedures, national and national squash approach to be monitored. Ongoing see item below.
	Inadequate monitoring of procedures to detect procedures not effective or followed ('not applied')	COVID committee and all committee members will visit club at different times, typically daily to assess effectiveness and compliance. COVID committee will meet after 1 st week of operation, and thence monthly to review controls.				Y	COVID committee
	Controls out of date, not following best practice or responding to increased level of risk due to increase in local COVID incidence	COVID committee will monitor best practice from Squash England, regional squash clubs. COVID committee will monitor Public Health England and other government sources for local updates, e.g. increasing local COVID positive test results.				Y	Lee nominate committee member responsible
	Members unaware of new infection controls	All member communications include: <ol style="list-style-type: none"> 1. Emailed risk assessment AND summary of any changes when they occur. 2. Emailed copy of rules and any changes. 3. Up to date copy of rule and risk assessment on web site. 4. Up to date copy of rules, posted in club. 5. All members to sign for understand and will follow COVID rules, with junior and vulnerable members additionally signed by responsible adult. Fob disabled until email confirmation received. 				Y	Comms pack Emailed, with confirm receipt arrangements agreed.

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
General CLUB ENVIRONMENT	Infection person to person (NOT playing partners or exercising at same time)	<p>Social distancing applied by:</p> <ol style="list-style-type: none"> 1. Sanitise hands on entry 2. Rule not to attend/visit within 14 days of suspected exposure, or any symptoms. 3. layout tape 4. staggered entry/departure times by booking system 5. marked route for Sam's customers and Sam to host from entrance to confirm other members not in immediate area 6. Use of stairs for weights gym only 7. court segregated areas outside court for shoe change etc. 8. only gym members upstairs 9. Showers closed 10. Bar closed 11. Soft seating closed off and all clutter removed 12. No shared/loan equipment 				Y	<p>Members guidance letter</p> <p>Situation monitored by COVID committee members, and verbal advice given or improvements to layout.</p>
	Infection from air born droplets	<p>Ventilation maximised, by windows during club opening</p> <p>Rest time for weights and cardio gym 30 minutes</p> <p>Rest time between court use, 45 mins (c.f. 20 minutes for Squash England due to reduced ventilation on courts).</p>				Y	COVID committee
	Infection from surface contact	<p>Players & Gym users wipe down contact surfaces before and after use.</p> <p>Deep clean 3 times/week</p> <p>Personal Sanitise hands at entry also other gate points (toilet, courts, door to stairs)</p>				Y	Members guidance letter

SQUASH COURTS	Infection	Limited court use: <ol style="list-style-type: none"> One side only play unless players already bubbled (family, shared living etc.) Coaching, max 2 on court at a time. Family or bubble use on court, transmission risk not relevant 					Advice included in membership communications, including information to members on appropriate court use to minimise infection: e.g. training drills, 'sides'.
	Infection from air born droplets: spray and aerosol.	Large flow rate dehumidification provided. 500M ³ /hour=3Xs turnover/hour. Eliminates 'dead spots', condensation and free droplets in the air. Dehumidifiers drain to the outside: no standing water. Cleansed and drains checked. Ventilation maximised, by vents to changing rooms with windows during club opening. Rest time between court use, 45 mins (c.f. 20 minutes for Squash England, situation to be monitored and compared with practice adopted by other clubs).				Y	Additional extraction considered. Limited benefit (approx. 1/3 air flow rate compared to dehumidifiers) and existed external ventilation through vents to unused changing rooms. Aerosols, may persist beyond advised 20 minute rest time. Risk of aerosol generation considered low during normal sports breathing. (e.g. use of Ventolin type asthma inhalers is not generally considered aerosol generator in hospital context.
	Infection	Outside court: <ol style="list-style-type: none"> Defined area immediately by court door, with floor marking, table for sanitiser, 2 cleanable chairs. (>2m separation from other courts and Sam's entry). 				Y	COVID committee
	Infection	Initial deep clean of squash courts prior to players and / or staff / volunteers entering the building.				Y	COVID committee
	Infection from contact	Players to clean door contact points before and after. Players requested to change shirts if excessive sweating				Y	Members guidance letter

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	Infection	Full cleaning 3 times/week.				Y	COVID committee
	Infection	No shared or club supplied equipment				Y	Members guidance letter
	Infection	No changing at club, except shoes and sweaty shirts.				Y	Members guidance letter
Weights and Cardio GYM AREA	Infection	Use limited: Cardio 1 or same family/bubble Weights 3 only				Y	Members guidance letter
	Infection	Settle time between booking slots 30 minutes				Y	COVID committee
	Infection	Users to sanitise equipment BEFORE and AFTER use, with Immediate disposal of all used cleaning wipes and used materials to bin provided.				Y	Members guidance letter
	Infection	<i>All gym equipment used by members to be returned and cleaned after every use..</i>				Y	Members guidance letter
	Infection	All gym equipment stored within a safe environment.				Y	COVID committee
	Infection	3 weekly cleaning of all areas.					COVID committee
Sam's	Infection	Sam is responsible for all activities within her area, e.g. ventilation by window, use of masks as per sector guidance, retention of client contact information in case of 'track & trace'. Sam is responsible to accompany clients into area from entrance to ensure no members causing congestion at the time				Y	COVID committee member to review arrangements with Sam to ensure awareness of Club Risk Assessment and her own responsibilities to 'host in clients'. SAM is provided with COVID committee member contact details in case of members not following rules or other problems.

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STORE AREAS	Infection	All stored load equipment etc locked away or removed. All soft furnishings marked to prevent use. All general clutter etc removed				Y	COVID committee
KITCHEN & BREAKOUT AREA	Infection	Area closed. Access only for light switches. No provision of drinking water dispensers, use of fridges et al.				Y	Auto motion detectors considered. Additional risk from occasional light switch contact considered limited compared to other high touch areas.
TOILETS & SHOWERS	Infection	Showers closed, no current use. Toilets restricted use. 1 st floor for weights gym only. First floor for squash, cardio and Sam's.				Y	Members guidance letter
	Infection	Toilets 'single user' restriction, by notice only				Y	Members guidance letter
	Infection	Toilets sanitiser provided at entrances.				Y	COVID committee
	Infection	<i>Cleaned 3 times/week.</i>				Y	COVID committee

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Members, cleaners, Sam's customers	Infection	Strict rules on players not entering the building if they are unwell or show any COVID-19 symptoms. All members access tracked by electronic key use. Cleaners by employer Sam by bookings				Y	Members guidance letter
	Infection	Electronic access control. COVID rules to emphasise no uncontrolled entry assistance.				Y	Members guidance letter
	Infection	To reduce sweat droplets adopt the use of sweatbands and regularly change playing kit. Wiping hands on walls or rear glass back wall is strictly prohibited.				Y	Members guidance letter
	Infection	Coaches entering the court area must maintain strict social distancing at all times..				Y	Generally only one-to-one coaching used at club.
	Infection	Bring own fluids/refreshments and use own water bottle at all times. No use of communal water fountains. All personal 'waste' (empty water bottles, wrappers etc to be taken home.				Y	Members guidance letter
	Infection	Each court to have designated area behind the court to sit and store kit/personal belongings.				Y	Members guidance letter
	Infection	Players should arrive in kit and no earlier than five minutes before the session start time. Players should exit the building immediately following the end of the session.				Y	Members guidance letter

Management Committee Signature (As per each issue update)	Date	NEXT Assessment Review Date
DRAFT for discussion: Tom Osorio	21 July 2020	TARGET 24 July – one week before opening to allow comms to members before their signature.