



Form: Risk Assessment Form

Form Reference: USP 010

Issue No:  
One

Updated:  
November  
2018

## MANAGEMENT OF HEALTH AND SAFETY AT WORK REGULATIONS 1999

### GENERAL RISK ASSESSMENT

<b>Activity / Environment / People</b>	COVID-19 – Lifting of Restrictions	<b>Ref No.</b>	COVID-19 Lifting
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<b>Task / Operation / Area Being Assessed</b>	Opening up Palmer's sports centre after COVID-19 lifting of restrictions for staff and customers
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#### Purpose / Method of Work

Assessing and managing the risk of Palmer's sports centre after the lifting of National restrictions for staff and customers. Implementing new working and sports operations on site which will include but is not an exhaustive list:

- Importance of personal hygiene – hand washing
- Booking systems with maximum time in centre

#### Specific Legislative Requirements

Health and Safety at Work etc Act  
 Management of Health and Safety at Work Regulations  
 Provision and Use of Work Equipment Regulations  
 Workplace (Health, Safety & Welfare) Regulations  
 Manual Handling Operations Regulations  
 Control of Substances Hazardous to Health Regulations

#### Level of Skill / Training Required

Awareness of safe practices and procedures for Coronavirus  
 Appropriate level of competence to operate work equipment  
 Awareness of emergency procedures

#### Chemicals / Materials Involved

HSC No.

#### Assessment Date

Disinfectant  
Sanitiser

#### Specific Work Equipment Provided

Cleaning equipment

Main Hazards Identified	Who Will be Affected	Control Measures to Reduce The Risk
Spread of the Virus COVID-19 General	Staff Customers Contractors	NHS provides advice on what COVID-19 is, what the risks are, the symptoms, how COVID-19 is spread, and how to avoid catching or spreading germs (simple Do's and Don'ts): <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a>
		Government guidance on hand washing is provided in line with the 20 second rule: <a href="https://www.nhs.uk/video/pages/how-to-wash-hands.aspx">https://www.nhs.uk/video/pages/how-to-wash-hands.aspx</a>
		Robust cleaning regime in place, frequent contact surfaces such as door handles and light switches are disinfected regularly.
		Any reported absenteeism from staff that believe they have symptoms of COVID-19 will be told to use the online 111 coronavirus service or call 111 and self-isolate.

<p>Someone becomes ill whilst on site</p>		<p>All staff to Covid-19 self-test at home twice a week with rapid antigen test and record results</p> <p>Any staff that notify the college they believe they have symptoms will be sent home and told to follow NHS / Government guidance.</p> <p>Person will be sent home to self-isolate and to follow NHS / government guidance.</p>
<p>Hygiene – hand washing, sanitation facilities and toilets</p>		<p>Close off area and ensure it is not used until it has been thoroughly cleaned and decontaminated.</p> <p>Follow government cleaning guidelines if someone is taken ill on campus. <a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a></p> <p>Hand sanitiser available at various locations on site.</p> <p>Hand washing and soap facilities available in the toilets.</p> <p>Cleaning of toilets are part of a robust cleaning regime.</p> <p>Removal of waste is part of a robust cleaning regime.</p>
<p>Controlling access and egress to site and movement around the building</p>		<p>Receptionist present to prevent crowd forming in reception.</p> <p>Front doors are automatically controlled.</p> <p>Regular hand washing and soap available in toilets.</p> <p>Hand sanitiser stations placed in various key locations in the centre.</p> <p>Many doors within the building are held open with automatic releasing hold-open devices to reduce surface contact.</p> <p>Reducing movement by discouraging non-essential trips within buildings, encourage use of radios and telephone.</p> <p>Hand washing and soap facilities available in the toilets.</p> <p>Sneeze / cough screen installed on the reception desk</p> <p>QR code placed around the site for NHS track &amp; Trace</p>
<p>Use of building facilities</p> <p>Access to toilets</p>	<p>Staff Contractors Customers</p>	<p>Hand washing and soap facilities available in the toilets.</p> <p>Toilets are cleaned and disinfected on a regular basis throughout the day.</p> <p>Keep corridors and access routes clear</p>
<p>Fitness Suite Use equipment</p>	<p>Staff Customers</p>	<p>Hand sanitiser available in area and cleaning material to wipe down equipment before and after use.</p> <p>Customers to bring own water in a bottle from home as only the side to top up bottles will be accessible on the water fountain</p> <p>Customers are encouraged not to bring bags, if lockers are used then these are cleaned out and key sanitised.</p> <p>Sanitiser in refreshment area</p>



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Cleaning	Staff Customers Contractors	Cleaners on site every morning/afternoon to undertake robust cleaning regime.
		All contact areas (door handles, light switches, locks, toilet flush, and taps etc.) are disinfected on a regular basis throughout the day.
		Opening windows to encourage ventilation and fresh air.
First Aid provision	Staff Customers Contractors	First aiders provided with PPE.
		Advice on CPR and resuscitation in the workplace is taken from UK Gov & the Resuscitation Council: <a href="https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/">https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/</a>  <a href="https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov">https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov</a>
		Where possible, it is recommended that you do not perform rescue breaths; perform chest compressions only.
		After any first aid incident, wash hands and area where treatment was provided.
Stress / anxiety Staff	Staff	HR team available to support all staff.
		The college has access to external agencies (Employee Assistance Programme) for staff to contact if needed. Education Support Partnership - 08000 856148

Manual Handling Risk	
Has a manual handling risk been identified?	NO
Is the risk considered to be	Low
Is a further detailed assessment required?	NO
If the answer to the above question is YES a separate manual handling assessment will be required to fulfil the requirements of the Manual Handling Operations Regulations 1992.	

Personal Protective Equipment Required	
Gloves Facemasks Eye protection	
Is training and instruction required	NO
Is there need for special accommodation	NO
Is there need for test/examination	NO
Is all P. P. E. compatible	YES

Frequency of Monitoring				
Ongoing	3 Months	6 Months	1 Year	> 1 Year

Assessment Review Period				
< 1 Year	2 Years	3 Years	4 Years	> 4 Years



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**Risk Assessor** Carol Sorrell

**Post/Title** Sport Centre Manager

**Date** 1 September 2021