

RECORD OF RISK ASSESSMENT- CV 2020		Hope Sports Club	
Location / Process / Activity			
Management of Risk to Staff from COVID-19 (09/04/2020)			
The outbreak of the deadly Coronavirus (COVID-19) has caused far reaching changes to how we live and work. In the workplace we interface with both colleagues and the public on a regular basis. As the virus is invisible, we currently must make assumptions that it may well be present on goods, objects and people. Currently, science believes the virus to be carried by infected people and on surfaces infected by the people where the virus can live for a time. Currently there are mixed messages (we are still learning), a single cough may release 3,000 droplets, the virus may remain live for up to 3 days on hard, undisinfected surfaces, and probably longer in cold weather.			
Step 1. Hazards Identified:			
Exposure to the virus from airborne droplets. Exposure to the virus from surfaces. Exposure to the virus from skin to skin.			
Step 2. Who might be harmed and how?			
The cleaning staff and others in the above areas by the hazards outlined in Step 1.			
Step 3. How can we control the hazards?			
<ul style="list-style-type: none"> • <u>To protect people, you should remind users daily to only come into the building if they are well and no one in their household is self-isolating.</u> • <u>Observe the 2 Metre Rule at all times until Public Health England changes this guidance this will change on 21/06/21 but hands face space and fresh air will still be relevant</u> • Wash your hands on arrival at Hope Sports Club, before and after breaks/toilet trips and before leaving. • Ensure everyone has access to suitable cleaning/disinfecting materials. Rubber gloves (Marigold type) will be suitable and wash these after use. Mark them up as "your personal gloves". Using disinfectant without rubber gloves may/will harm your skin. It is also shown to increase your risk of catching covid 19 if you don't wear gloves as you are not likely to touch your face. • Coughs and sneezes should be controlled with a tissue or use the inside of the elbow to contain the 3,000 cough/sneeze droplets. Tissues must be put in a bin, if it is believed that the person may have Coronavirus, the tissues must be double bagged and contact the council re. disposal. • Disinfect counter tops at start time, after lunch and before you go home. If you believe a surface may have been contaminated, use rubber gloves and disinfectant to clean it immediately – don't leave it! • Make life easier by having less items about. Don't have things just there to be touched and later cleaner • Door handles must be sanitised proportionately to their use. Toilet door handles, catches, flush handles, etc. The virus is also shed for longer in faecal¹ matter so you must pay particular care to cleanliness in toilets. • The water boiler/kettles in the brew making areas and any other "white goods" must have the handles and controls sanitised frequently along with the worktops and tables and chairs. • If you are not certain that an object that you need to handle/touch is sanitised or not, clean it again before handling it. 			
What further actions are needed to reduce the risk?			
Ensure committee are aware of the contents of this assessment. Ask cleaners if they are comfortable with the risk they are taking. Ask cleaners if they are willing to take on this degree of extra work. Offer help to get the job done. Many hands.....			
Main Issues;			
Contamination by airborne droplets			
Personal contamination from goods and surfaces that have the virus on them.			
Skin to skin contamination			
Step 4 Outstanding Actions	Action by whom:	Action by when:	Date completed:
Assessment Awareness	Trustees	Ongoing	N/a
For issue and review dates see the index.			

¹ Source BBC