

Risk Assessment: EERR Track Session (Covid-19 specific)

Date:	Assessed by:	Location :	To be reviewed:
26 March 2021	Catherine Apps and Jamie Zucker	EERR track session at Terence McMillan Athletics Track at Newham Leisure Centre.	26/06/2021

What are the Hazards?	Who might be harmed and how?	What will we do to control this risk?	Risk Rating	Action by whom	Target date	Complete
Spread of Covid-19 while travelling to and from track sessions.	Any participant of the session or member of the public (especially those in high risk groups).	<p>Via the club's newsletter, social media and website, all members will be instructed ...</p> <ul style="list-style-type: none"> • not to attend track sessions if they have Covid or any of the symptoms of Covid. • not to attend track sessions if they should (for whatever reason) be self-isolating. • to avoid car sharing to and from sessions. • to wear face masks on public transport (unless exempt). • to wash hands thoroughly before leaving home and to bring their own hand sanitiser with them. • to bring a face mask with them (and run with it in their pocket) in case needed in unexpected circumstances. • to sanitise their hands when arriving at sessions (preferably with their own sanitiser). Additional sanitiser to be provided by the club. • to strongly consider downloading and using the NHS Covid-19 Track and Trace app. 	M	<p>Actions owned by Covid Officer.</p> <p>Communicated via:</p> <p style="padding-left: 40px;">Carrie (newsletter),</p> <p style="padding-left: 40px;">Mark (website).</p> <p>Catherine/Jamie (social media posts while covering the training leader role).</p>	Communicated to members in advance of each session.	Ongoing

<p>Spread of Covid-19 when arriving at the track session and/or when using clubhouse</p>	<p>Any participant of the session or others using the clubhouse (especially those in high risk groups).</p>	<ul style="list-style-type: none"> • Members will be informed that they are unable to access the track via the Newham Leisure Centre building. Alternative access will be via the gate in the carpark. This minimises contact with other Leisure Centre users. • Club house to remain closed for general use. Only assessable to club administrators and coaches for necessary equipment (e.g. first aid kit). Club administrators may allow members to access the toilets in <i>emergency</i> situations only. In such cases touchpoints should be sanitised after use. • Club fees should be paid by members in advance by bank transfer so no cash is to be handled at track sessions. • No registration of members in the clubhouse. A list of attendees will be taken outside on the track by the club administrator in attendance. • Clothing and other belongings must not be stored in the clubhouse. They must be stored in a designated place by the track. Each member's belongings must be separated from others' belongings. The coach and club administrator will ensure this takes place. • Contact points – e.g. door handles to clubhouse will be wiped down after use (by members if/when used and by club administrator at end of the session). This includes toilet areas (if used). 	<p>L</p>	<p>Coach and Club administrator in attendance</p>	<p>Actions to take place at sessions.</p>	<p>Ongoing</p>
<p>Spread of Covid -19 during the session</p>	<p>Any participant of the session (especially those in high risk groups).</p>	<ul style="list-style-type: none"> • Coach will list the rules (as per EERR's policy document) at the start of each session. This will include a reminder that members must not participate if they have Covid or symptoms of Covid. • Members are reminded that they must sanitise their hands before and after the session and maintain at least 1 metre from other runners at all times (2 metres where possible). • Members instructed not to share water bottles or any equipment. To avoid confusion water bottles should be labelled with names. • Coaches must plan sessions that minimise contact between members and maximise distance between them. Coaches won't use activities or games that require members to run in 	<p>L</p>	<p>Coach and all participants</p>	<p>Actions to take place at sessions</p>	<p>Ongoing</p>

		<p>close proximity to one another. Runners will be instructed to run in lanes 1, 3, 5 and 7 only and will be staggered when they start. They will be instructed to maintain distance when running and not to run side by side or directly behind each other.</p> <ul style="list-style-type: none"> • Coaches to limit the use of any equipment (cones, mini hurdles, batons etc) in sessions to an absolute minimum. • Coaches must bring their own whistle and stopwatch to the session and not share theirs with other coaches. • Members will be instructed to run with face mask in pocket in case needed in unexpected circumstances (e.g. first aid). 				
Use of toilets	Any member using a toilet.	<ul style="list-style-type: none"> • Members will be encouraged to use toilets before arriving at the session to minimise use. • Use of toilets in the clubhouse will be discouraged, but will be available for those that really need them and in exceptional/emergency circumstances. • Toilets in Newham Leisure Centre will not be accessible. • Members will be instructed to wash/sanitise hands thoroughly after use and to use hand sanitiser • Toilet areas must be sanitised by the user and club administrator if/when used. • A sign summarising these protocols will be affixed to the toilet doors. 	M	<p>Club administrator in attendance for reinforcing the message.</p> <p>All members for undertaking the action.</p>	Actions to take place at sessions	Ongoing
Socialising before and after	All participants in the session	<ul style="list-style-type: none"> • Members will be encouraged to go straight home after the session and not stay to socialise. • Members will be encouraged to join the club's virtual training sessions where they can socialise with each other more safely and/or to use the club's social media platforms for general discussion. • Members who are struggling with personal issues and/or isolation will be directed to the club's welfare secretary for help. • There will be a strict no spectator rule and any non-members or non-participants will be asked to leave. 	M	All members	Actions to take place immediately after sessions	Ongoing

<p>Hazard on track may cause a member to trip, fall and injure themselves.</p> <p>This may require first aid and thus increase the risk of Covid-19 transmission.</p>	<p>All participants in the session</p>	<ul style="list-style-type: none"> • Check the track is free of debris or other hazards in advance of the session. • Avoid session content that is likely to overly increase the risk of injury. • Cancel sessions if weather conditions are particularly hazardous (e.g. torrential rain, ice or snow). A HIIT-type fitness session should be conducted via Zoom as an alternative in such scenarios. • Pause or end sessions immediately if unexpected hazards materialise. • Report and hazards and injuries to club administrators and complete necessary documentation. 	L	<p>Coach</p>	<p>Actions to take place immediately before and during sessions</p>	<p>Ongoing</p>
<p>First aid</p>	<p>Any runner who has an injury.</p> <p>Any person administrating first aid.</p>	<ul style="list-style-type: none"> • First aid equipment will be available in the club house. It will include masks, sanitiser and gloves • First aiders should not be over 55 or be in a high risk group (e.g. have underlying health conditions). • First aider must wear a mask and gloves. If possible (and appropriate) injured runner should put on a mask before first aid is administered. • Where injury is not too serious the runner should be encouraged to self care. 	L	<p>Coaches and first aider.</p>	<p>Actions to take place at sessions if incidents occur.</p>	<p>Ongoing</p>

NB Copy and paste rows as required