

**CORONAVIRUS RISK ASSESSMENT
NEWPORT AND DISTRICT SC**

Hierarchy of control measures:

1. Avoiding contact with anyone with symptoms.
2. Frequent hand washing & good respiratory hygiene practices.
3. Regular cleaning of settings.
4. Minimising contact and mixing.

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
Effective Infection protection & control						
Catching or spreading coronavirus – General considerations	Coaches, poolside helpers, swimmers, parents, guardians	<ul style="list-style-type: none"> · Parents to remain outside the building at the top of the steps to ensure social distancing measures are observed when collecting and dropping off swimmers. Covid Lead/Liaison to monitor entry to building to avoid congestion. All swimmers must arrive on time for the session in order that the Covid Lead/Liasion can maintain proper observation of the session. A small window of no more than 5-10 minutes will be permitted for late comers to avoid the Covid Lead/Liaison being distracted from their duties. · · 		Club to communicate expectations with parents & swimmers	ongoing	

- *Update as of 09.09.20:
Currently no swimmers are under 8 years of age, thus a parent is not required to accompany them inside the building and no spectators will attend sessions.*
 - Only one parent per child is permitted to drop-off and collect.
 - All parents must complete the Health Survey below before their return. This will ensure we identify vulnerable or high risk members.
- Parents to e-mail Covid Lead/Liaisons on day of training to confirm swimmer is healthy and showing no symptoms of virus. Swimmer will not be allowed to participate in training if this is not done.
- All swimmers advised to shower at home before attending training.
- Parents, swimmers and staff must not attend training if they or anyone in their household has symptoms.

Club to communicate expectations with parents & swimmers

		<ul style="list-style-type: none"> · Any child (or other persons) who becomes unwell with symptoms of coronavirus while at the premises will be isolated as quickly as possible (First aid room) until they are collected from the premises. · <i>Younger swimmers are able to return to training from week 8, commencing 14.09.20 as the club is satisfied that it is safe to do so.</i> · Coaches to ensure they have separate outdoor/poolside shoes. · <i>From 14.09.20 Swimmers will swim in single lanes, with 5 swimmers in the outside 2 lanes and 2 swimmers in the middle 2 lanes to enable social distancing, resting and access to equipment and drinks. On occasion there will be 3 in one lane as this will include 2 siblings who do not need to social distance from each other.</i> Swimmers will not transfer to a different bubble unless authorized by the Covid Lead in conjunction with the Coaching Team. Swimmers will be told which training session(s) they can attend. A register will be kept for each session so coaches know who should be attending. Contact numbers for parents will be included in case of any issues arising during the session. 		<p>Coaching team, Covid Lead and Pool Operator.</p> <p>Covid Lead in conjunction with Head Coach and Coaching Team.</p> <p>Covid Lead.</p>		
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		<p>Cleaning hands more often than usual and supporting swimmers who may struggle with this independently. Anti-bacterial hand gel will be available on poolside, swimmers will be asked to use it after using the toilet.</p> <ul style="list-style-type: none">· Ensure good respiratory hygiene by all promoting the 'catch it, bin it, kill it' approach. <p>Antibacterial spray and kitchen roll to be available at each session for the wiping down of any touchpoints as necessary. Products to be stored in club cupboard in first aid room at the end of each session, cupboard to be wiped down once closed.</p>		Each session		
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<p>Virus transmission via direct contact</p>	<p>Coaches, Poolside helpers and swimmers by becoming infected with Covid-19 virus</p>	<p>Reduce the use of shared resources:</p> <ul style="list-style-type: none"> · All swimmers to use their own resources (floats, goggles, pull buoys etc). Swimmers must attend with a full water bottle. · Swimmers are not to share any equipment. The club will provide a kickboard and pull buoy to any swimmer requiring them for the swimmer to retain until further notice. · All equipment must be clearly labelled. · · · All equipment must be cleaned before and after entry into the pool using the pool water. · Swimmers/coaches/ poolside helpers use hand sanitiser upon entering the building, after using the toilet and upon exit of the pool, ensuring that all parts of the hands are covered. · 	<ul style="list-style-type: none"> · Remind swimmers using toilets of 20 second hand washing rules. · The pool operator's staff will be completing regular cleaning of the facilities between sessions and reactive cleaning where required. <p>Hand sanitiser stations will be placed in the changing village by the pool operator. The club will have hand sanitizer available at each session, to be stored in the club cupboard.</p>	<p>Coaches and poolside helpers.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Each session.</p>	
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		<ul style="list-style-type: none">.Swimmers will be expected to attend training “beach ready”, with their costume/swimmers on under suitable clothing (a robe or onesie). Swimmers to enter through the spectator area and gate at the deep end of the pool..Swimmers will be asked to bring a plastic box to place their belongings on poolside. 8 will be placed against to wall at the deep end and 8 will be placed against the wall at the shallow end..At the end of the session, swimmers will towel off and put on their robe/onesie over their wet costume/swimmers and exit via the changing area to aid social distancing. Showers will not be used..Boxes of tissues to be readily available on the poolside...				
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		<p>Swimmers will be swimming in the same direction, spaced out as far as possible following the 2m Government guidance if possible or 1 m if not, within their lanes.</p> <ul style="list-style-type: none">· Stopping points will be given for each swimmer, where they will exit the pool for any goggle/hat adjustments, re-entering the pool only upon the instruction of the coach to ensure social distancing is maintained.·· <i>As of 03/08/2020, overtaking to be permitted if another swimmer catches up to the swimmer in front. The following swimmer will tap the foot of the swimmer in front, who will stop at the wall or their stopping point, whichever is closest, facing the wall, to allow the swimmer to pass.</i>·· Promote and remind swimmers and staff about good respiratory hygiene i.e. catch it, bin it, kill it.· Ensure lane arrangements are spaced out.· Separate entry and exit points into the pool area as per above.· Swimmers to be grouped into		<p><i>Coach/Covid Lead or Liaison to monitor to ensure safety</i></p>		
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		<p>bubbles by the Head Coach in agreement with the Coaching Team.</p> <ul style="list-style-type: none">· Swimmers and coaches/poolside helpers to remain in their distinct groups for the session to reduce contact between the groups.· Covid Lead/Liaison to monitor arrival and departure of swimmers to maintain social distancing.	Covid Lead/Liaison				
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<p>Reduce mixing within setting</p>	<p>Coaches/ Poolside helpers/ swimmers</p>	<ul style="list-style-type: none"> · Accessing the poolside through the spectator area and gate at the deep end of the pool. · · Exiting through the changing area. · · One swimmer to use the toilet facility at a time. <p>Attending training “beach ready” and toweling off and putting on robe/onesie over wet costume/swimmers to avoid use of changing areas.</p> <p>No use of showers.</p> <p>A video of the arrangements for arrival, entering poolside, swimming whilst remaining socially distanced and exiting the building afterwards will be made available for all swimmers to provide familiarity with requirements.</p> <ul style="list-style-type: none"> · 	<p>Assess if some groups of swimmers need additional support to follow these measures once at the pool (for example using correct entry/exit doors and providing the correct amount of support without having too many additional people poolside.</p>	<p>Coaches and poolside helpers</p>	<p>Ongoing</p>	
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<p>Use of Personal protective equipment (PPE) in pool settings against COVID-19</p>	<p>Coaches/ poolside helpers and swimmers/ pool operator staff</p>	<ul style="list-style-type: none"> · Faces masks are not recommended. However, if people want to use face masks they can. · The pool operator will have grab bags containing PPE available to lifeguard staff at key points around the pool to access if they need to perform a rescue or an intervention with a swimmer/coach. · 		<p>Pool operator staff</p>	<p>Ongoing</p>	
<p>First Aid</p>	<p>Pool Operator staff</p>	<p>All First Aid requirements will follow and be guided by the site NOP & EAP. All First Aid shall only be delivered by those with the qualifications and experience providing it. First aiders should ensure they understand how to use appropriate PPE where close contact with a patient is required. E.g. changes to EAV/CPR due to Covid 19 and in line with the wet environment.</p>				

<p>Accidents/ Incidents</p>	<p>Coaches/ Poolside helpers</p>	<ul style="list-style-type: none"> · Normal report of incidents to various parties i.e. parents/guardians/Pool Operator · Reporting of COVID-19 Lead Louise Hill and Covid Liaison Officers. · · Consider looking at high risk activities to minimise the potential for accidents and the need for staff to assist swimmers. · In the event that a Coach/Assistant coach/COVID-19 officer becomes unwell with symptoms of coronavirus while at the premises they will leave the premises immediately. An alternative Coach/Assistant/COVID-19 Officer will be called to come to the premises to take over. If the session cannot be continued, all swimmers will be asked to exit the pool immediately, maintaining social distancing around the pool. Swimmers will be directed to towel off and put on their robe/onesie over their wet costume/swimmers and will maintain social distancing on poolside whilst parents are contacted to collect them. 	<p>All high-risk activities to be discussed with the Head Coach in advance and risk assessment conducted.</p>			
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		<p>Whilst the children are changing the COVID-19 Officer/Coaching team will contact all parents to collect their children ASAP.</p> <p>The club will follow guidance from Telford and Wrekin as to any isolation requirements should a swimmer/coach test positive for Covid-19 and communicate this to parents.</p>				
<p>Emotional distress of the coaches /volunteers – including anxiety</p>	<p>Coach/ Volunteer</p>	<ul style="list-style-type: none"> · At least one Senior Lead member of committee/coaching team to be on site every session for others to share concerns with – open door policy. · At least one Covid-19 Liaison Officer to be on site during every session to be responsible and facilitate all matters relating to this risk assessment who must be a member of ASA and have a DBS. · Committee/volunteers/coaches have been included with the decision making, risk assessments. Team meetings conducted on 10.05.2020, 18.06.2020, 05.07.2020, 23.07.2020 		<p>Committee/ Coaching Team</p>	<p>ongoing</p>	

Emotional distress of the swimmers	Coaching team	<ul style="list-style-type: none">· Review measures to ensure it is manageable.· Swimmers to be supported by coaches/poolside helpers.· Look at ways of being able to support swimmers if in need of comfort, coaches/volunteers must feel comfortable.				
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Safe Systems of Work to be outlined below once completed:

- All coaches/volunteers to be given sufficient information/training to be able to work safely and where practicable maintain the 1m distancing protocol. (Regular Team meetings, see above dates.)
- Continue monitoring and reviewing risk assessments and other health and safety advice for children, young people and coaches/volunteers in light of recent government advice, identifying protective measures (such as the things listed above) – ongoing.
- Ensure that all Health & Safety compliance checks (e.g. premise, safety and security systems have been undertaken before opening and sufficient coaches/volunteers are available to undertake these tasks).

Communicate to all parties is essential:

- Tell swimmers/parents/guardians/volunteers/coaches not to enter the setting if they are displaying any symptoms of coronavirus (following the COVID-19 Guidance for households with possible Coronavirus infection. Letter sent to all parties. [23.07.2020])
- Tell parents/guardians that their swimmer must only be dropped off by one parent/guardian at a time and that drop off should be at the top of the steps outside the Swimming Pool. [23.07.2020]
- Make clear to parents that they cannot gather outside the Swimming Pool or enter the site. [23.07.2020]

- Talk to volunteers/coaches about the plans (for example, safety measures, drop off arrangements, discuss whether training would be helpful. Team meetings conducted and timetable provided [10.05.2020, 18.06.2020, 05.07.2020, 23.07.2020]
- Communicate early with Pool Operator in order that plans for returning to training are compatible with their own – ongoing
- No Swimmer will be allowed to return without the necessary documentation completed.

INFORMATION SENT TO PARENTS

Risk Assessment & Plans 23.07.2020 and 25.07.2020

Video of Changes 25.07.2020

Health Survey 23.07.2020 & 09.09.2020

Request for Updated contact information 23.07.2020 10.05.2020, 18.06.2020, 05.07.2020, 23.07.2020, 09.09.2020

COACHES AND COVID OFFICERS

NAME	POSITION
Luke Harris	Head Coach
Emma Bishton	Assistant Coach/Covid Liaison
Louise Hill	Assistant Coach/Covid-19 Lead Officer
Mandy Garrott	Assistant Coach/Covid-19 Liaison Officer
Abi Turner	Assistant Coach/Covid-19 Liaison Officer
Rebecca Moloney	Assistant Coach/ Covid-19 Liaison Officer
Megan Frost	Assistant Coach/ Covid-19 Liaison Officer
Michelle Clews	Welfare Officer/ Covid-19 Liaison Officer