

Risk Assessment for Club Facilities – Covid-19



Stafford and Stone Canoe Club	Name of Risk Assessor: D Ship	Date of Risk Assessment: 21/9/20
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Risk assessment updated to manage risks now that coaching is regular and new beginners started. (Green phase in table below)

What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Action by who?	Action by when?	Complete
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<p>Spread of Covid-19 Coronavirus</p>	<p>Staff, club members, volunteers, paddlers and visitors to your club.</p> <p>Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions.</p> <p>Anyone else who physically comes in contact with other people in relation to your business</p>	<p>Hand Washing</p> <p>Club will remain closed including toilets. Members required to bring own soap and water or hand sanitiser.</p> <p>Cleaning</p> <p>Only shared area is the boat store and members requested only to touch their own equipment.</p> <p>Members to wipe down any door handle before and after touching. It is possible to open door with members personal key without touching door handle..</p> <p>Information</p> <p>All information is e-mailed out to all members and signs in place.</p> <p>Social Distancing</p> <p>Reduce the amount of people accessing the boat house/premises for boats and equipment, comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency.</p>	<p>Members are reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching your face, eyes, nose or mouth with unclean hands.</p> <p>Cleaning Shared Equipment</p> <p>Majority of paddlers have their own equipment.</p> <p>C1 group have allocated equipment that is only used once a week (>72 hours)</p> <p>Adult beginners use allocated boats. Only used for adults so only used once a week.</p> <p>Juniors who use club equipment have allocated boats and paddles that stay at the club and BA, helmet and cag to take home.</p> <p>For beginners who started this year equipment may need to be shared. They use plastic boats so don't share with juniours. These boats will be cleaned by coaches between groups using them with a cleaning solution. (Solution left on for 20 minutes prior to rinse) . BA's, helmets and cags will also be cleaned between groups by the coach.</p> <p>Members will be briefed at the start of the coaching sessions by the coach</p> <p>Access to boat store is one person inside at a time. If the door is open do not go in.</p> <p>Access to boat store is one person inside at a time. If the door is open do not go in.</p> <p>River divided into 3 sections, no more than 6 people in any one section.</p> <p>Coached groups arrangements will vary dependant on paddler ability to control their boat to ensure social distancing. (see coached group table below)</p> <p>No group meetings of more than 6 people.</p>	<p>All</p> <p>C o a c h / Commitie</p>		
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Drowning	All paddlers / rescue persons.	<p><u>Capsize</u></p> <p>Session run well within the capability of the paddler.</p> <p>Throw line to be available.</p> <p>Paddlers to self rescue if they can (Most paddlers can self rescue, all but new starters in July have recently proved this)</p>	<p>If a participant capsizes, they will be expected to swim/wade to the bank. Taking their paddle if possible.</p> <p>The coach and/or assistant will retrieve the kayak and empty it. Return it to the bank where the parent will aid getting back in.</p> <p>The coach and/or assistant will keep a 2m distance from any participant who has fallen in. In the event the participant is struggling they will offer the bow or turn off their kayak to help the participant to the bank. In the event the participant is in danger or unable to exit the kayak the coach and/or assistant will go and assist.</p> <p>Coaches and assistants are expected to rescue kayakers as they know how to empty them safely without hurting themselves. They will be aware that after handling a kayak they are then responsible to clean their hands at the first available opportunity. Participants will be offered a cleaning wipe if they wish to clean the kayak before getting back in.</p>			
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Planning for the future

Government Guidance	Stay at Home, Save Lives - only leave home if its essential	Stay alert, control the virus, save lives – unlimited exercise outside (England)	Phased return for Primary schools, Non-essential retail	Places of worship, Leisure facilities, Hospitality	Restrictions lifted
Club Buildings	All Closed	Boat stores open, other areas closed	Boat stores open, other areas closed Toilet Closed	Boat store open. Toilet open.	All facilities open
Club Site	All Closed	Managed access for members according to social distancing rules	Managed access for members according to social distancing rules		All normal access permitted
Club Outdoor Sessions	No Sessions	Members able to take part in household +1 sessions, on water where they are not expecting to be challenged	Members able to take part in household +5 sessions, on water . Paddlers to stay well within their ability.	Members able to take part in household +5 sessions, on water Paddlers to stay well within their ability.	
Club Indoor Sessions	No indoor sessions		No indoor session	No indoor session	All sessions
Coaching	No Sessions	No Club Activity. However 1:1 Coaching can happen between adult members.	Coaching Groups of up to six people. The six include paddlers, coach and any family member who is involved with the session	Coached sessions with more than 6 in a group are allowed. New adult and Junior beginners groups started.	
Equipment	No Use	Use of club equipment allowed with individual cleaning using cleaning guidance	Club equipment to be loaned out to juniors who need it. No equipment shared. Boats will be kept at club but only used by one person.	Everything will be done not to share equipment as far as possible. All shared equipment will be sanitised or left for longer than 72 hours.	Check, Clean, Dry
Trips	No Club Activity	No Club Activity	No Club Activity		Able to organise trip and events

Events and Competitions	No Events or competitions	No Events or competitions	No Events or competitions		Able to organise and attend events
Responding to a potential Covid 19 exposure within the club	No Contact	Encourage members to inform the club, and the club will inform the membership.	Encourage members to inform the club, and the club will inform the membership.		Limited risk of transmission
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Coached group arrangements

Group / Coaches	Ability	Arrangements - Inline with British Canoeing Guidance.	Date and Time
Adult Beginners / Rufus / Mick	Various All can self rescue	Maximum 2 groups of 6 Paddler to Coach Ratio 6:1 maximum No bank support Coach on the water.	Wednesday normal session time 6.30 until 8
Group C Horst, Ant and Ali (Max 15 paddlers)	Div 2 to prem. Most can roll, all can self rescue. Experienced on much faster water than Stone	Paddler to Coach Ratio 6:1 maximum No bank support necessary. Coach bank based.	Tuesday, 3 groups using the 3 sections - 7.15 – 8:15
Group B Darren, Bex, Harry, Ali (Max 14 paddlers)	Div 4-Div 2 Some can roll, all can self rescue. Experience away from Stone	Paddler to coach ratio 6:1 Coach bank based or water based. Maximum river height – Step 2	Tuesday, 3 groups using the 3 sections - 6:00 – 7:00
Group A Ali (Max 4 paddlers)	Div2 – Div 1 All can roll, all can self rescue (only 4 paddlers plus coach)	Paddler to Coach Ratio 6:1 No bank support necessary. Coach bank based. (no 15 minute gap necessary as maximum of 4)	Tuesday, 1 group - 5:00 – 6:00
C1 Session Jazz and Dave	New starts - Div1	Paddler to coach ratio 6:1 (max) Coach bank based or water based. (dependant on abilities) Maximum river height – coach decision based on paddler ability	Monday - 6.00- 7.00 2 Groups - 7.15 – 8.15 3 Groups
New Beginners Jess, Brooke, Kiera (Max 22 paddlers)	New starts	Paddler to coach ratio 6:1 (max) Coach water based. Maximum river height – <Step 2 Shared equipment must be cleaned between each use.	Sunday, 3 Sessions with 2 groups at a time, with 1 Coach & two assistants. - 1000 - 1400

Parents & Members Advice

Before any coaching is undertaken the following information need to be given (and agreed) to parents.

- Gate setting if required will be achieved by using 1 member of the group or the coach. We can not guarantee the pole is clean.
- Coaches will set a course to allow social distancing..
- Participants, parents and S&SCC staff are expected to maintain 2m social distancing at all times.
- Parents will take responsibility for putting safety equipment on their child, under supervision of the coach.
- Parent and participant will carry the equipment supplied to them to and from the bank.
- Only one person at a time are to enter the boat stores.
- No equipment that has been used is to enter the boat store until it has been cleaned. This will include equipment that has not been used but has been tried on when fitting and exchanged for a different size.
- Participants, parents and S&SCC staff are expected to maintain 2m social distancing at all times.
- Parents will take responsibility for putting safety equipment on their child, under supervision of the coach.
- Parent and participant will carry the equipment supplied to them to and from the bank.
- Parents to assist with social distancing by managing their child.
- Parents to set the example on the bank / car parks. No large groups. Preferably stay in the same group as your children.
- Only one person in the boat store at a time
- Wash and clean anything you touch
- Only touch your own equipment.
- We will run sessions well within the ability of the paddlers to minimise a need for rescue, this includes water level.
- Bring water and soap / sanitizer
- You will be changing on the car parks so park away from each other and bring suitable equipment. Suggest arriving in your kit.
- No changing in the boat store.
- We will have a first aid kit and throw line available at each session.
- Toilet is open but you must clean before and after use.