

Risk Assessment: Stafford and Stone Canoe Club
Covid-19 Safeguards – Effective from 12th April 2021

Risk Assessor: Paul Evans / Adrian Croome

Date of Risk Assessment: 11 April 2021



Risk assessment updated to manage risks now that coaching is regular and new beginners started.

What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Action by who?
Spread of Covid-19 Coronavirus	Staff, club members, volunteers, paddlers and visitors to your club.	<p><u>Covid Symptoms</u></p> <p>If anyone has a high temperature, a new, continuous cough or a loss or change to you sense of smell. You must stay at home and get a test.</p> <p>Coaches/leads to remind participants prior to sessions.</p>	<p>We are unable to test temperatures at the club so it is vital members monitor themselves.</p> <p><i>Note:</i> <i>Skin temperature testing (i.e. 'pistol' type IR device) is now deemed as not being sufficiently accurate and core temperatures cannot be taken whilst maintaining social distance.</i></p> <p>If you have any concerns about your health please stay at home and seek a test.</p>	All
Spread of Covid-19 Coronavirus	Staff, club members, volunteers, paddlers and visitors to your club.	<p><u>Track & Trace</u></p> <p>If you have been contacted by track & trace and are isolating do not visit the club. If you receive a positive diagnosis of Covid 19 please inform the club secretary via email: secretary@staffordandstonecc.co.uk</p>	<p>In compliance with NHS Track & Trace, record of attendances at club events are held.</p> <p>NHS Track & Trace QR poster is displayed in clubhouse & boat stores.</p> <p>If we have a positive case we will contact those who have come into contact with the person. Opt out of NHS track and trace is available in your membership.</p>	All

Spread of Covid-19 Coronavirus	Staff, club members, volunteers, paddlers and visitors to your club.	<p><u>Information</u></p> <p>All information is e-mailed out to all members and signs in place.</p>	<p>Participants* will be briefed at the start of the coaching sessions by the coach * including parents of junior participants</p>	Coach / Committee
Spread of Covid-19 Coronavirus	Staff, club members, volunteers, paddlers and visitors to your club.	<p><u>Social Distancing</u></p> <p>Reduce the amount of people accessing the boat house/premises for boats and equipment, comply with the 2-metre social distancing / one person inside at a time.</p> <p>No more than 6 people to paddle together in non club organised sessions. No group meetings of more than 6 people.</p> <p>All parents on the bank must not be in groups larger than 6 and keep 2m apart.</p>	<p>For club organised sessions, group numbers do not apply. Sessions will run to coaching ratios, but where possible we will keep to guidance of groups of 6 for safety. Coached groups arrangements will vary depending on paddler ability to control their boat to ensure social distancing. (see coached group table below)</p> <p>Sessions to be arranged with sufficient break (typically 30 minutes) between each session to avoid large numbers of members on the car park and to allow time to get on/off the water.</p>	All
Spread of Covid-19 Coronavirus	Staff, club members, volunteers, paddlers and visitors to your club.	<p><u>Cleaning</u></p> <p>Members requested to touch only their own / allocated equipment in the boat stores.</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. Cleaning products are available in all areas open to members.</p> <p>Cleaning products are provided in boat stores for hand sanitisation and surfaces (incl. club boat and paddles).</p> <p>Club will undertake a thorough weekly cleaning by contracted cleaner.</p>	<p><u>Cleaning Shared Equipment</u></p> <p>Majority of paddlers have their own equipment.</p> <p>Some club equipment is allocated to individuals for personal use which, except for boats/paddles, they take home. Allocated boats/paddles are kept in the club boat store, but only handled by whom they are allocated to.</p> <p>Equipment that will be used within 72hrs, it is sanitised by: Hard surfaces – antiseptic wipes / sprays Soft surfaces – antiseptic (i.e. Milton) dip for minimum 20 minute contact time, followed by clean water rise</p> <p>For equipment not being used for >= 72hrs then equipment is untouched to allow natural virus decay.</p>	All

<p>Spread of Covid-19 Coronavirus</p>	<p>Staff, club members, volunteers, paddlers and visitors to your club.</p>	<p><u>Club Facilities - General</u></p> <p>The only indoor areas accessible are: changing rooms, disabled toilet, gym and boat stores. All other areas are out of bounds and locked off.</p> <p>Female changing room capacity reduced to max 3 occupancy. Male changing room restricted to max 5 occupancy (2 main & 3 in side room).</p> <p>Fire alarm and emergency lights have been tested for accessible areas.</p>	<p>To reduce demand on restricted changing room capacity members are advised, where practicable, to continue to arrive in and leave in kit.</p> <p>In line with guidance, showers are screen off, however, the disabled toilet is available for emergency use only.</p> <p>Cleaning equipment supplied and members requested to clean touch points before and after use: door handles/ keypads, changing room chairs, surfaces, sinks/taps, etc.</p>	<p>All</p>
<p>Spread of Covid-19 Coronavirus</p>	<p>Staff, club members, volunteers, paddlers and visitors to your club.</p>	<p><u>Club Facilities - Gym</u></p> <p>The gym is only to be used individually or in family/support bubble groups. Mixing of households is not permitted.</p> <p>Users to clean items they intend to use before and after use. Equipment used to be returned to its correct storage after use.</p>	<p>If achievable, a booking system will be introduced. This will include time gaps between attendances.</p> <p>Touch points (handles, surfaces, etc) to be cleaned with provided materials after use.</p>	<p>All</p>
<p>Spread of Covid-19 Coronavirus</p>	<p>Staff, club members, volunteers, paddlers and visitors to your club.</p>	<p><u>Hand Washing</u></p> <p>Members required to bring own soap and water or hand sanitiser (i.e. for washing at car / outside of the clubhouse).</p> <p>Sanitiser & wipes are provided at touch points (entrance door, changing rooms, boat stores, gym, etc).</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.</p> <p>Avoid touching face, eyes, nose or mouth with unclean hands.</p>	<p>All</p>

Spread of Covid-19 Coronavirus	Staff, club members, volunteers, paddlers and visitors to your club.	<u>River Zones</u> The river is divided into three zones. Road bridge to middle step, middle step to bend and bend to bottom.	Organised sessions will be split between these zones. Recreational paddling we ask to stay in a zone if more people arrive to allow for safe distancing.	All
Spread of Covid-19 Coronavirus	Staff, club members, volunteers, paddlers and visitors to your club.	<u>Gate Setting</u> Poles will only be adjusted if absolutely necessary. If they need adjustment it will be done by one paddler / coach from the group		All

Drowning	Staff, club members, volunteers, paddlers and visitors to your club.	<p><u>Capsize</u></p> <p>Session run well within the capability of the paddler.</p> <p>Throw line(s) to be available.</p> <p>Paddlers to self rescue if they can. <i>(Most paddlers can self rescue, all but new starters in July have recently proved this)</i></p> <p>For those who can't self rescue this will be addressed as soon as river (not canal) conditions permit (e.g. level, cleanliness). In the meantime, rescue from bank observer, or in the extreme, by other craft.</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 empty it and 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.</p> <p>In the event the participant is struggling they will offer the bow or stern of their kayak to help the participant to the bank.</p> <p>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 kayaks as they know how to empty them safely without hurting themselves. They will be aware that after handling a kayak they are responsible for cleansing their hands at the first available opportunity.</p> <p>Participants will be offered a cleaning wipe if they wish to clean the kayak before getting back in.</p> <p>Shower in disabled toilet available in emergencies.</p>	All
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Official S&SCC sessions. These sessions can run with groups larger than 6.

<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
C1 Group A 18.00-19.00	Junior Group A 16.45-17.45	Adult Beginners 18.30-20.00	Junior Group E 18.15-19.15	Seniors 19.00 – 20.00		Junior Beginners 2021
C1 Group B 19.15-20.15	Junior Group B 18.00-19.00	Adult Developers Times tbc after Taster Sessions	Junior Group D 19.15-20.15			09.00-17.00 Depends on numbers
Adult Advanced 18.00-19.30	Junior Group C 19.15-20.15	Adult Advanced 18.00-19.30	Seniors 20.15-21.15			
	Seniors 20.15-21.15					

Parents & Members Advice

Preparation / arrival at site

- Self assess for Covid-19 symptoms before leaving home.
- Arrive and leave in kit where possible (*to minimise demand on reduced changing room capacity and alleviate congregation in waiting areas*)
- Bring water and soap / sanitiser (to cleanse at car after paddling).

Whilst at site

- Participants, parents and S&SCC staff are expected to maintain 2m social distancing at all times (on and off the water).
- Wash and clean anything you touch.
- Changing rooms are available, but you must clean before and after use (including any touch points within the clubhouse).
- Changing room shower use is not permitted at this time.
- Only one person at a time to enter the boat stores.
- Only touch your own equipment.
- Parents to set / lead by example on the bank / car parks. No large groups (preferably staying in the same group as children).
- Parents to assist with social distancing by managing their child.
- 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 between clubhouse and river.

During activity

- We will run sessions well within the ability of the paddlers to minimise a need for rescue, this includes water level.
- Coaches will set a course to allow social distancing.
- 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.
- We will have a first aid kit and throw line available at each session.
- Shower in disabled toilet is permitted for EMERGENCY USE ONLY.

Post activity

- Parent and participant will return the equipment supplied to them to the clubhouse.
- 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.