



Covid-19 'Return to Training' Risk Assessment Document for Stuntworx Elite: July 2020

Hazard	Likelihood of Risk happening L-M-H	Risk	Responsibility	Possible Actions taken by the club to mitigate the risk	Action taken by Club to mitigate risk	Likelihood of Risk After Action L-M-H
Coaches and Staff						
No Person identified as the main contact for the club	High	<ul style="list-style-type: none"> No knowledge of who to contact if there is an issue within the club A potential case of Covid-19 could be spread within an environment without knowledge of the club 	Club Manager	<p><i>-Communicated to all club members a designated person/s for the club who is to act as the point of contact in the case of an illness e.g. Chairperson</i></p> <p><i>-Appoint a Covid-19 Officer/s</i></p> <p>(IMPORTANT: Confidentiality relating to an individual's health is dealt with explicitly)</p>	<i>All members made aware of our 2 Club Covid Compliance Officers</i>	<i>Low</i>
Lack of Information given to Members	High	<ul style="list-style-type: none"> Increased risk of a lack of compliance with public health guidelines Increased risk of transmission due to non-compliance 	Club Manager	<p><i>-Ensuring members are communicated with on guidelines.</i></p> <p><i>-Ensuring public health guidelines are actively promoted in the club</i></p>	<i>All members have been sent our Covid policy</i>	<i>Low</i>
No Mechanism for staggered training	High	<ul style="list-style-type: none"> Increased risk of face-to-face contact with 	Club Administrator	<i>-Training sessions to be divided into different age</i>	<i>All sessions are separated into</i>	<i>Medium</i>

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times		members leading to risk of transmission of the virus		<i>groups. Persons under the age of 18 should only train with other athletes under the age of 18. -Time gap of 30 minutes between sessions starting/ending</i>	<i>age groups 4-6 , 7-10, 10-16, and elite. Elite is mixed ages including adults.</i>	
No Record Keeping maintained of attendance	High	<ul style="list-style-type: none"> ▪ Lack of tracing ability if no records are kept ▪ Possibility of 'Cluster' and no knowledge of participants 	Club admin	<i>-A digital log MUST be kept in the club to trace who is present in the club on a given night containing Name and Mobile Number</i>	<i>All attendance is logged by our Dance Studio Pro account.</i>	<i>Low</i>
Incorrect contact information for members	High	<ul style="list-style-type: none"> ▪ Communication on how public health guidelines are implemented might not be given to members 	Club Admin	<i>-Review contact details for members -Ensure all members are communicated with on the guidelines and protocols</i>	<i>All contact details are corroborated upon registration</i>	<i>Low</i>
Lack of Feedback taken from Members	High	<ul style="list-style-type: none"> ▪ No feedback on any potential issues around the implementation of the guidelines 	Club Manager	<i>-Print off name and contact details of the Covid-19 officer/s and displayed in the club</i>	<i>Details printed and posted on our walls</i>	<i>Low</i>
Club Access						
Access to the club not being managed	High	<ul style="list-style-type: none"> ▪ Unknown persons having access to the club 	Club Coaches	<i>-Only members who are medically well and who have read and signed our self-screening forms may attend training session. Under 18 forms MUST be</i>	<i>Access monitored and controlled at all times</i>	<i>Medium</i>

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				<i>signed by a parent/guardian</i> <i>-Times of training sessions MUST be managed with clear start and finish times communicated to all members and parents.</i>		
Lack of awareness around return to training/play protocols	High	<ul style="list-style-type: none"> ▪ Members who are displaying symptoms of Covid-19, or who have been in the presence of other persons with symptoms in the past 14 days ▪ Members who have been out of the country in the past 14 days ▪ Members travelling outside of restricted travel area in line with Public Health Advice 	Club Manager	<ul style="list-style-type: none"> - Members are informed in club communications that if they have symptoms, have been in the presence of someone who had symptoms, or who have been out of the country in the past 14 days should refrain from playing in the club - Members are informed not to travel outside of the restricted travel guidelines 	<p>All members made aware of our Covid Policies and attendance while unwell is strictly forbidden.</p> <p>Travelling internationally requires a 2 week self isolation from the club</p>	Low
Arrival Procedure						
Members showing up to train without previously contacting the club	High	<ul style="list-style-type: none"> ▪ Members showing up at the club unnecessarily ▪ Increased volume of people present making physical-distancing difficult 	Club Admin	<ul style="list-style-type: none"> -Ensuring all members contact details are correct -It must be made clear what the 'arrival to training' procedure is -Communicate clear training times set for 	All open sessions are cancelled, no classes without registration.	Low

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				<i>sessions divided into appropriate age groups with adequate time allocated for groups leaving/arriving</i>		
Members carpooling from different households	High	<ul style="list-style-type: none"> ▪ Unable to maintain physical distancing ▪ Increased risk of transmission of Covid-19 ▪ Possible difficulty in tracing additional persons 	Club Manager	<ul style="list-style-type: none"> -Members from different households should not travel together -Members should adhere to Public Health Travel restrictions 	<i>Advised against carpooling, masks required when necessary.</i>	<i>Medium</i>
Members arriving at the hall in groups	High	<ul style="list-style-type: none"> ▪ Unable to maintain physical distancing ▪ Increased risk of transmission of Covid-19 	Club Manager	<ul style="list-style-type: none"> -Club has a process whereby there is a time gap between safe entry and exit of the club -Communication with all members on the protocols for safe-entry and exit from the club -Poster/signs in the club to promote these protocols 	<i>Staggered entry times for separate classes. Return to Sport protocol posters sent to all members.</i>	<i>Medium</i>

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Members unsure on entry/exit process to/from the club	High	<ul style="list-style-type: none"> Risk of acting outside of Public Health Guidelines Increased risk of transmission of Covid-19 	Club Manager	<p><i>-2 Metre Markers should be in place in the facility</i></p> <p><i>-Payment of subs/membership/any other applicable fees should be contactless where possible or where cash is exchanged, it should be conducted in a fashion where social distancing guidelines are adhered to at all times</i></p>	<p><i>One way entry and exit system in place.</i></p> <p><i>Cash no longer accepted</i></p>	<i>Low</i>
Club Facilities						
Members coming to the club not ready to train	High	<ul style="list-style-type: none"> Increased risk of transmission of Covid-19 Hygiene and Physical Distancing Protocols difficult to maintain 	Club Manager	<p><i>-No dressing rooms to be accessed at the club</i></p> <p><i>-Members communicated with about arriving at training ready to train</i></p> <p><i>-No spectators will be allowed in club</i></p>	<p><i>All athletes are to arrive ready to train, no changing facility</i></p> <p><i>No viewing area, no spectators.</i></p>	<i>Low</i>
Members looking to purchase food/beverages from vending machines	Low	<ul style="list-style-type: none"> Increased risk of transmission of Covid-19 Hygiene and Physical Distancing Protocols difficult to maintain 	Club Admin	<p><i>-Vending Machines to be put out of commission during restrictions</i></p> <p><i>-No sales of food/beverages should be processed</i></p> <p><i>-Members should be encouraged not to eat</i></p>	<p><i>Water being sold on the premises is labelled. No food to be consumed during training.</i></p>	<i>Low</i>

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				<i>during training or to bring their own food/beverages if totally necessary</i>		
Members looking to use toilet facilities	High	<ul style="list-style-type: none"> Hygiene and Physical Distancing Protocols difficult to maintain 	Coaches	<ul style="list-style-type: none"> -Communication with members that this measure is in place -Information also place in club to communicate to members that these measures are in place 	<i>Toilet is available but requires strict cleaning by coaches and hygiene protocol by athletes.</i>	Low
Facility not being cleaned and maintained	High	<ul style="list-style-type: none"> Increased risk of transmission of Covid-19 	Coaches	<ul style="list-style-type: none"> -Cleaning Procedures need to be established and implemented before and after each session -Person/s assigned to manage this process and implement -Appropriate PPE such as disposable gloves and disinfectant products should be available to volunteers – Face Masks should be used where physical distancing is unavoidable in the cleaning process. 	<ul style="list-style-type: none"> Set cleaning and sanitation procedure All equipment cleaned between rotations/after classes. Face masks available to all staff 	Low
Members touching equipment/props unintentionally	High	<ul style="list-style-type: none"> Increased risk of transmission of Covid-19 Hygiene standards 	Coaches	<ul style="list-style-type: none"> -All non-essential furniture should be removed -Doors should be tied open to prevent members 	<i>Door handles sanitised between classes, no non-essential</i>	Medium

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		difficult to maintain		<i>having to touch them to open</i> <i>-Rubbish Bins should be removed – members should be advised to bring all items home with them that they brought with them</i>	<i>furniture.</i> <i>Rubbish bins are cleaned between classes</i>	
During Training						
Members getting in close contact unnecessarily	High	<ul style="list-style-type: none"> ▪ Increased risk of transmission of Covid-19 ▪ Difficulty in maintaining physical distance 	Coaches	<i>-Members will refrain from handshakes and high fives</i> <i>-Members will be advised to use their own water bottle and refrain from sharing towels/clothing</i> <i>-Members maintain physical distance when taking a break</i>	<i>Personal space requirements have been communicated to all members and staff, coaches to implement and ensure all members adhere</i>	<i>Medium</i>

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Members using equipment inappropriately	High	<ul style="list-style-type: none"> Increased risk of transmission of Covid-19 	Coaches	<ul style="list-style-type: none"> -Members should not share any equipment, or personal aids such as strapping, supports -Members are recommended to bring their own hand sanitiser 	<p>All equipment is kept to a minimum; there is no sharing of non essential equipment. Members can bring their own sanitiser, but we have multiple stations in the gym</p>	Low
Private Coaching Sessions	High	<ul style="list-style-type: none"> Increased risk of transmission of Covid-19 due to physical distancing guidelines not being adhered to 	Coaches	<ul style="list-style-type: none"> -Members and coaches to abide by physical distancing guidelines as per the applicable government medical advice -Coaching sessions should be logged by the club 	<p>All private sessions are logged and there is no spotting</p>	Low
Hygiene/Sanitation Issues	High	<ul style="list-style-type: none"> Increased risk of transmission of Covid-19 	Coaches	<ul style="list-style-type: none"> -Clubs should have hand sanitiser available in club -Anti-bacterial spray and disinfectant should be available for cleaning at the end of training 	<p>Hand sanitising stations in all areas of the club Anti viral cleaning products used between rotations and after each</p>	Low

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					<i>session</i>	
End of Training						
End of training session	High	<ul style="list-style-type: none"> Increased risk of transmission of Covid-19 due to meeting other individuals 	Coaches	<ul style="list-style-type: none"> <i>-Members to leave club promptly</i> <i>-Members must ensure they take all their belongings</i> <i>-Members must also sanitise their hands prior to leaving the club</i> <i>-Members must adhere to safe exit procedures implemented by the club</i> 	<i>Staggered Exit Plan in place, all members hand sanitise on exit.</i>	<i>Low</i>
End of training session	High	<ul style="list-style-type: none"> Areas that have been in high use may have not been sufficiently cleaned during the session Members may have left belongings behind them 	Coaches	<ul style="list-style-type: none"> <i>-Provisions to be made by club to ensure all 'touch areas' are cleaned thoroughly daily</i> <i>-Members to be advised if feeling unwell after training to notify appointed person.</i> 	<ul style="list-style-type: none"> <i>All touch areas are cleaned thoroughly between classes and at end of day.</i> <i>Lost property in lost property box and emptied weekly.</i> <i>Any illness during or after sessions must be advised to the coach on duty</i> 	<i>Low</i>

This Risk Assessment document has been discussed and completed by *Stuntworx Elite July 3rd 2020*

Signed:

Name: Hilton Holian

Role: *Head Coach*

Date: July 3rd 2020