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| **Name of club :** | Alton & District | | | | |
| **Type of assessment :** | Performance and Development Squads | | | | |
| **Date risk assessment carried out :** | Sept 2020 | **Person :** | Davina Malkin | **Review date :** | October 2020 |

| **What is the Hazard?** | **Who might be harmed** | **Risk rating before controls** | **Controls considered** | **Risk rating after controls** | **Actioned by** |
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| Spread of Covid-19 Coronavirus | | | | | |
| Car Park | Swimmers<br>Parents / Guardians<br>Coaches / teachers<br>Volunteers | High | Parental drop off / pick up only (if over 8 years). Parents need to remain contactable on their emergency number (as on TU) at all times during the session. Swimmers to have knowledge of this number on their own mobile phones or written on paper in their bag.<br><br>All swimmers need to register with a COVID liaison rep at the entrance. They will be recognisable with an Alton & District item of clothing / clipboard etc<br><br>All swimmers to arrive 10 minutes before session. Do not arrive earlier than this. No entry will be given for late arrivals and once the group has entered the building.<br><br>All swimmers to have Alton & District item of clothing on to enable them to be recognisable.<br><br>Lift sharing only when essential and always in line with government guidance. | Low | Everyone Active / Churchers College<br><br>COVID liaison reps |

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| Entrance / Reception area | Swimmers<br>Parents / Guardians<br>Coaches / teachers<br>Volunteers | High | Met by specific COVID Liaison rep that will stay with that group for the whole session<br><br>Use of Hand sanitizer on entry<br><br>Social distancing<br><br>Follow one way system to spectator area<br><br>Door to be held open by COVID Liaison rep to avoid swimmers touching the door<br><br>Parents only to accompany their swimmer if prior agreement from COVID Lead. They will wait in designated area and will not accompany onto poolside / spectator area<br><br>There will be no opportunity for siblings to arrive early / wait for another sibling to finish session. Arrangements will need to be made for a separate pick up or drop off, or for that child to wait outside of the building<br><br>Information / Zoom Video to be sent and watched by all swimmers beforehand | Medium | Everyone Active / Churchers College<br><br>COVID liaison reps |
| Poolside / Spectator area | Swimmers<br>Coaches / teachers<br>Volunteers | High | Enter when previous group has left poolside – led by same COVID liaison rep<br><br>Social Distancing<br><br>All swimmers to arrive “beach ready” | Medium | Lifeguards<br><br>Coaches / teachers<br><br>COVID liaison reps |

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| | | | Use of small bags, and minimal items bought with them<br><br>Change in designated area on spectator seating – socially distanced from next swimmer<br><br>No re-entry to reception area<br><br>There will be no spectators allowed | | |
| Swim training session | Swimmers<br>Coaches / teachers | High | All clothes and bags to be taken onto poolside.<br><br>Await instruction from coach to enter poolside<br><br>Social distancing<br><br>Enter pool at specific place instructed by coach<br><br>Coach to remain socially distanced from swimmers<br><br>6 swimmers only in a lane. Single Use lane.<br><br>Remain in specific swimming order in lane as instructed by coach. Swimmers can be moved to a different lane, at coach discretion. Swimmers will remain in a Squad bubble.<br><br>No swimmer to share equipment / water bottles<br><br>Any headsets used by a coach remain with that coach and are fully cleaned and sterilised by them when finished | Medium | Coaches/ teachers<br><br>Life guards |

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| | | | Swimmers to take and replace their headset into the bucket. Coaches will not help swimmers put on their headsets and will not pass headsets to a swimmer with their hands.<br><br>Toilet only to be used if absolutely essential and with agreement with the coach.<br><br>If toilet is required, Swimmer to go straight and return promptly. COVID liaison rep to ensure that this happens. Swimmer to use hand soap to wash hands before returning to the pool | | |
| Exit / Changing room | Swimmers<br>Volunteers | High | Exit pool at specific place instructed by coach<br><br>Coach to check all swimmers have taken all equipment and water bottles before they leave<br><br>Return to designated changing area and dry off, collect bag. All Swimmers to return home in dry robe / towel / clothes over top of costume and trunks<br><br>Showers and cubicles will only be able to be used with prior agreement with COVID Lead (for specific reasons that the swimmer needs to full change – arrangements are currently being made for morning swimmers to use the changing room to get dressed in school uniform)<br>Use of disinfectant to thoroughly clean after use<br><br>All swimmers to exit together through changing room. Follow one way system only out to exit. No re-entry to | Medium | Lifeguards<br><br>Coaches / teachers<br><br>COVID liaison reps |

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| | | | poolside. If items are forgotten they will be collected by the coach<br><br>Socially distancing<br><br>No use of drinks / confectionary machines<br><br>No congregating in reception areas. Swimmers to leave the building immediately<br><br>Parents to collect their swimmer promptly at the end of the session. The COVID Liaison rep will not be responsible for waiting with the swimmer once the session has ended. | | |
| Equipment | Swimmers<br>Parents / Guardians | High | Coach to advise what equipment is required for each session<br><br>Swimmer only to bring required equipment. Coaches will not be able to lend or fix equipment, so goggles to be in full working order.<br><br>No valuables to be bought as there will be no use of lockers.<br><br>No swimmer to share equipment / water bottles<br><br>All equipment to be clearly labelled<br><br>All equipment to be fully cleaned after every session | Medium | Coaches / teachers |

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| Health screening / Pre-swimming information | Swimmers<br>Coaches / teachers<br>Volunteers | High | Information on access and exit procedures to the buildings and what to expect to be sent to all swimmers beforehand. Signed declaration by all swimmers. This will be retained and if any swimmer does not follow guidance they will not be allowed to swim<br><br>Information on the swimming sessions, bubbles, expectations and what to expect to be sent to all swimmers beforehand. Signed declaration by all swimmers. This will be retained and if any swimmer does not follow guidance they will not be allowed to swim.<br><br>Completion of health screening checklist before every session for all swimmers, coaches and COVID reps.<br><br>If swimmer develops COVID symptoms, COVID Lead to be notified immediately. All members of the squad bubble will be notified immediately and self isolation followed<br><br>Swimmers with additional needs / specific requirements will be identified beforehand to the COVID Lead and individual risk assessments completed | Medium | Coaches / Teachers, COVID lead, |
| Injury / Illness | Swimmers<br>Parents / Guardians<br>Coaches / teachers<br>Volunteers | Low | In the event of any injury this will be dealt with by lifeguard only<br><br>Individual will be isolated in first aid room, or suitable area.<br><br>Appropriate PPE will supplied by facility, and all appropriate protocols followed | Low | Everyone Active / Churchers College<br><br>Lifeguard |

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| | | | Parent to be contacted by COVID liaison rep or coach to collect immediately | | |
| Trials | Swimmers<br>Parents / Guardians<br>Coaches / Teachers<br>Volunteers | Low | Head coach will speak to all swimmers and parents who wish to have a trial over the phone. Date and Time will be confirmed.<br><br>Covid trial briefing will be completed by Headcoach and verbal agreement that no Covid symptoms are present<br><br>Emergency details will be taken by Head Coach and passed to relevant coach<br><br>Risk assessment will be sent and read by all new swimmers<br><br>Headcoach will inform Covid Lead to inform Covid rep of session to be attended.<br><br>Swimmer will meet HeadCoach and be escorted into the building with them. They will swim in lane as directed by the coach. The Headcoach will escort them from the building at the end of the session.<br><br>No swimmer will be able to join a squad until the Health declaration and Return to swimming declaration forms are signed. TU to also be fully completed with emergency information. | Medium | Coaches / Teachers<br>Covid Lead and Reps<br>Lifeguards |