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| **RISK ASSESSMENT:** |
| **External Swim Training Venue, K2 Crawley** |
| **Reviewed: June 2020** |

The Risk Assessment has been amended in June 2020 in order to incorporate important measures that will allow HSC to return to training in a safe environment, following the COVID-19 pandemic. The Club intend to resume training in July 2020. These measures are detailed in the HSC Return to Training Action Plan (July 2020) and follow Government and Swim England advice on how swimming clubs should operate at such time. The primary focus of the measures is to ensure social distancing and minimise transmission through appropriate hygiene measures. The Club will enforce the rules and codes of conduct that are outlined in its Action Plan, and have updated its Risk Assessment as follows:

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| Name of Club: | HAILSHAM SWIMMING CLUB | | | | |
| Date risk assessment carried out: | June 2020 | Person: | C.Steenhoff, Chairman HSC | Review date: | 31 August 2020 |

| **Potential**  **Hazard** | **Who is at risk?** | **Existing Control**  **Measures** | **Risk**  **Rating** | **Preventative**  **Measures** | **Responsibilities** |
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| Chemical imbalance  (Need to maintain chlorine level above and below a nationally prescribed standard) | Swimmers/  Poolside personnel | * Trained Sports Centre staff take daily samples to test alkaline/chlorine levels * Effective communication between pool staff and HSC on any chemical level issues in advance and during the session | Medium | * Use of electronic automatic chemical dosage pump for water additives * Effective communication with Pool staff and HSC regarding the prescribed standards * Only trained personnel to undertake tests, who understand the prescribed limits for safe training * Chemical levels to be checked periodically in line with Normal Operating Procedures | * Pool staff to follow national guidelines in relation to COVID-19 legislation on pool use |
| Compliance with Normal Operating Procedures & EAP at all pools  (These operating procedures have been temporarily amended to reflect social distancing measures required for the use of the swimming pool which forms part of the user agreement with the pool operator) | All participants | * Usual pool prohibitions – no running, blocking exits with bags etc. Keep the poolside area clear for effective access and egress from the facility * All appropriate measures as outlined in Government and Swim England guidance including, but not limited to: * Enforcing social distancing at all times (more than 2m apart) * Parents can attend training in outside environment if social distancing measures are adhered to * Bags and kit stored in allocated spaces * Formal lane etiquette as stated with a prescribed maximum number of swimmers in each lane * One way system, move in a clockwise direction only around the poolside, or by protocols advised by the pool operator (applies to all swimmers and staff) * Minimise cross over of sessions, but when necessary have allocated member of staff/Committee providing instructions | Medium | * Awareness of general rules at the venue, observation of pool safety sides; * Support Pool Staff in enforcement; * All Members to be aware that changes proposed relate to the overall code of conduct and that they have fully read the HSC Return to Training Action Plan and abide by the enforced rules and regulations, include those at external venues | * All Club Poolside personnel in consultation with Lifeguards & Pool Staff * NOP/EAP to be amended by the facility provider * All Swimming Club Members to abide by the Code of Conduct which signposts the HSC Return to Training Action Plan * Committee Members/Coaching staff to attend sessions for enforcement and monitoring purposes |
| Lane rope deployment  (As a temporary measure the lanes ropes should remain in the set position in the pool for the short term, to minimise need to move them/contact) | Club poolside personnel | * External pool staff to be responsible for moving lane ropes * Temporary measure to keep lane ropes in position (to avoid contact and need to move them) * Pool operator to regularly check the standard/quality of the lanes ropes (wear and tear) | Low | * Awareness of safe methods through training. * Keep lane ropes in position as much as possible during the session, and swimmers must not lean on the lane ropes | * All swimmers and coaching staff * All staff employed by pool operator |
| Ensure safety of warm-up & general safety during sessions  (as amended by HSC Return to Training Action Plan protocols) | Swimmers | * No diving in the shallow end; control safe numbers per lane (maximum number as stated in Action Plan) and backstroke flags to remain in place etc if provided * Session controlled by Coaching Staff * Coaches to have undertaken on-line COVID-19 training course * All appropriate general training measures outlined in the HSC Return to Training Action Plan | Medium | * Strictly enforce no diving policy, except in designated sprint lanes; * Awareness of water depths, height of starting blocks – any other potential hazards; * Check which team members are safe & confident about diving in – given the conditions * Monitoring of implementation of new social distancing measures by Committee and coaching staff | * All Club Poolside personnel & pool operator staff * Enforcement and monitoring by coaching staff and relevant committee members |
| Health and Safety incident | All participants | * HSC teachers and swimmers must be able to see lifeguard. * Coaching staff to also observe health and safety issues in the pool environment * Designated lifeguard by pool operator to observe social distancing measures unless severe and need to make contact | Low | * If lifeguard is not present, contact Duty Manager immediately * No session to run without designated lifeguard * PPE to be used by lifeguard if they cannot social distance * Social distancing observed by all staff and lifeguards when moving about poolside. | * All Club Poolside personnel * Qualified lifeguard staff must maintain their appropriate training, as enforced by pool operator |
| Check clarity of pool water and at correct level | Swimmers | * Visual inspection by Lead Teacher/Coach before swimmers enter the pool * Ensure swimmers can see the walls when returning to prevent * Lifeguard also to inspect the quality of the water as an initial safety hazard | Low | * Pool operator to advise the Club of any issue in advance of the session * Ensure check by lifeguard and senior coaching staff before swimmers enter the water | * All Club Poolside personnel * Pool operator staff |
| Ensure changing rooms and general facility is clean and safe to use | All participants | * Sanitise hands before entering the facility * Sanitise the toilet seat with anti-bacterial wipes after use * Normal cleaning of hands after using the toilets * Minimise touching anything unless absolutely necessary * Usual pool checks by cleaning staff (pool operator to provide deep cleaning service) | Medium | * Report any issues to pool staff or Member of Committee in attendance of the session * HSC to bring hand sanitiser and anti-bacterial wipes to all external facilities | * All Club Poolside personnel * Pool operator staff * No adult who is not DBS’d by the Club is allowed to enter the changing rooms under any circumstances |
| Ensure equipment is appropriate for all pool users | All participants | * Revised protocol: all swimmers to use only their own swimming equipment for health and safety reasons, therefore no sharing under any circumstances * If equipment is to be borrowed then this is taken at the first session, maintained and looked after by the appropriate individual * Kit should be cleaned by all users after each session so that it is safe for them to use for the next session * Additional kit (such as backstroke ledges and bungee cords) will only be used in the short term if they are cleaned/sanitised by a member of staff | Medium | * Enforce no sharing of equipment * Coaching staff to ensure equipment being used is appropriate for the user (eg hand paddles for younger swimmers) | * All coaching staff * Members to act in line with code of conduct which aligns with the rules regarding individual equipment in the HSC return to Training Action Plan |