

Covid-19 Risk Assessment

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

Prev Review: 23/03/2021 Changes since last review in red. Reviewed/Updated: 14th May 2021

Name of venue: Langford TC Name of Risk assessor: Vicky Chung Next Review Date: mid June 2021

Area	What is the hazard?	Who might be harmed	Control Required	Additional Controls	Action by who?	Action by when?	Done
Arrival at court	Spread of Covid-19 Coronavirus (transmission from person to person)	Members, players and visitors. Visitors (and members) might include vulnerable groups (elderly, pregnant women, those with underlying health conditions).	Social Distancing. Redesigning processes to ensure social distancing. Players to allow previous occupants of court to exit before they enter. Maintain 2m social distancing. All players to use booking system to limit arrivals at court.	Email reminder re: court etiquette to be sent to members before further easing of restrictions on 17th May 2021.	Email to be sent via ClubSpark	Email to be sent by 16th May 2021.	
Gate access	Spread of Covid-19 Coronavirus (contamination of surfaces)	Members, players and visitors. Visitors (and members) might include vulnerable groups (elderly, pregnant women, those with underlying health conditions).	Players to be asked to be responsible for minimising contact with gate and bring own hand sanitiser/wipes where possible to clean after use. Players to leave the gate open while on court to minimise contamination. Players to allow previous occupants of court to exit before they enter. Maintain 2m social distancing. All players to use booking system to limit arrivals at court.	Email reminder re: gate access to be sent to members before further easing of restrictions on 17th May 2021.	Email to be sent via ClubSpark	Email to be sent by 16th May 2021.	
On court	Spread of Covid-19 Coronavirus (transmission from person to person, contamination of surfaces)	Members, players and visitors. Visitors (and members) might include vulnerable groups (elderly, pregnant women, those with underlying health conditions).	Redesigning processes to reduce potential of spread of virus through contact with equipment and other players: Court use allows doubles play with all 4 players from different households. Players can choose to share balls in accordance with LTA guidance. Where this occurs, players must not touch their face during play and sanitise hands before and immediately after play. Where players are not from the same household, players must not share equipment, food or drink with other players. Where players are not from the same household, players must not make physical contact with each other, do not change ends or agree to change ends on opposite sides of the court.	Email reminder re: court etiquette to be sent to members before further easing of restrictions on 17th May 2021.	Email to be sent via ClubSpark	Email to be sent by 16th May 2021.	
Clubhouse	Spread of Covid-19 Coronavirus (contamination of surfaces).	Members, players and visitors. Visitors (and members) might include vulnerable groups (elderly, pregnant women, those with underlying health conditions).	The clubhouse will now be open to all members. It should be used only when necessary. Members entering the clubhouse must either scan the QR code or sign up their name on the sheet for Track & Trace purposes. Members should sanitise hands before and after using the clubhouse. A face covering must be worn when inside unless eating/drinking. The Rule of 6 applies indoors with social distancing of 2m. Where possible, both doors (main door and patio doors) should be opened to allow fresh air to circulate. To prevent possible cross contamination, members should avoid using the chairs, using communal crockery/cutlery etc.	Email re: opening of clubhouse to be sent to members before further easing of restrictions on 17th May 2021.	Email to be sent via ClubSpark	Email to be sent by 16th May 2021.	
General	Spread of Covid-19 Coronavirus (transmission from person to person, contamination of surfaces)	Members, players and visitors. Visitors (and members) might include vulnerable groups (elderly, pregnant women, those with underlying health conditions).	The Committee will promote mental health & wellbeing awareness to members during the Coronavirus outbreak and will offer whatever support they can to help If a player develops symptoms of Covid-19, they are advised to request a test via rhu.uk/coronavirus or phone 119 so that potential contacts can be identified through the NHS Test and Trace system.	Internal communication channels will be used regularly to inform and support members. Club will offer support to members who are affected by Coronavirus or have a family member affected and open door policy for those who need additional support. Updated guidance for players communicated to all members and displayed on court. Players to be reminded of the importance of Test and Trace during further easing of Government restrictions.		Reviewed 14th May 2021, no further action required.	
Coaching - recommending from 17th May 2021	Spread of Covid-19 Coronavirus (transmission from person to person, contamination of surfaces)	Members, players and visitors and coaching team. Visitors (and members) might include vulnerable groups (elderly, pregnant women, those with underlying health conditions).	The Clubhouse is now open to members. A maximum of 30 players permitted (Rule of 30), however, groups are limited to 8 people maximum per session. Players are allowed to touch the tennis balls but must observe strict hand sanitising before and after the session. Sets of balls will be rotated so that a set is used within one group and changed for the next, so no single set is used again for 72 hours. Spectators are now allowed as long as social distancing rules adhered to. If a player develops symptoms of Covid-19, they are advised to request a test via rhu.uk/coronavirus or phone 119 so that potential contacts can be identified through the NHS Test and Trace system.	The appointed Coach is highly trained, Level 4 and has thoroughly reviewed gov and LTA laws and guidance. A hand sanitiser has been installed in the event a player does not have any. First Aid kits have been fully replenished. An Event Delivery Plan has been formulated in line with LTA and Government guidance as coaching is typically for groups larger than 6 people. Communication has been sent to players reiterating the existing club rules to enable safe play. Coach to record attendance at coaching sessions to assist in Test and Trace in the event of a player developing symptoms. Attendance records to be kept for 21 days by Club secretary.	P Jaggard, P Metcalfe Justin Layne (Coach), Vicky Chung (Secretary)	Review weekly between coach and committee representatives (P/PM)	
Lighting	Spread of Covid-19 Coronavirus (transmission from person to person, contamination of surfaces). Injury / spread risk increased due to poor lighting. Spread of COVID due to players attempting to access clubhouse	Members, players and visitors and coaching team. Visitors (and members) might include vulnerable groups (elderly, pregnant women, those with underlying health conditions).	Clubhouse to remain locked for all players with no access to the lighting mechanism internally. External light switches to enable lighting to be controlled from outside the clubhouse were fitted in August 2020. If a player develops symptoms of Covid-19, they are advised to request a test via rhu.uk/coronavirus or phone 119 so that potential contacts can be identified through the NHS Test and Trace system.	Email reminder re: lighting to be sent to members before further easing of restrictions on 17th May 2021.	Email to be sent via ClubSpark	Email to be sent by 16th May 2021.	
Junior Competitions	Spread of Covid-19 Coronavirus (transmission from person to person, contamination of surfaces)	Members, players and visitors and coaching team. Visitors (and members) might include vulnerable groups (elderly, pregnant women, those with underlying health conditions).	All prior rules apply. Social Distancing will be enforced. Clubhouse is now opened to members but use is discouraged unless necessary. Players will be reminded to use the hand sanitiser upon arrival & before exiting the courts. Maximum of 30 players on both courts (Rule of 30). Players to bring their own racket. Parents advised to not allow their children to attend if feeling unwell. Clear rules will be circulated prior to the match and briefings on the day will be conducted in line with the Development Plan. Emergency Contact information for each player will be held in the event of a player feeling unwell. If a player develops symptoms of Covid-19, they are advised to request a test via rhu.uk/coronavirus or phone 119 so that potential contacts can be identified through the NHS Test and Trace system.	A hand sanitiser has been installed in the event a player does not have any. First Aid kits have been fully replenished. An Event Delivery Plan will be formulated as required in line with LTA and Government guidance. Communication has been sent to Parents/Guardians reiterating the existing club rules to enable safe play. Ensure more than 1 mobile phone available in case of battery fail or signal loss. Paul Jaggard (welfare officer) or Justin (club coach) to record attendance for this event. To be held by Club secretary for 21 days	Lisa Oestreicher/ Jo Jaggard P Jaggard (Welfare Officer) / Justin Layne (coach)	Review required prior to all matches arranged.	
League matches	Spread of Covid-19 Coronavirus (transmission from person to person, contamination of surfaces)	Members, players and visitors and coaching team. Visitors (and members) might include vulnerable groups (elderly, pregnant women, those with underlying health conditions).	All prior rules apply. Social Distancing will be enforced. Entry to clubhouse allowed only for access to toilet facilities. Players will be reminded to use the hand sanitiser upon arrival & before exiting the courts. Maximum of 4 players per court. Players to bring their own rackets. New balls will be provided by home captain. Guidance will be circulated to home and away teams prior to the match and briefings on the day will be conducted in line with the Event Delivery Plan. If a player develops symptoms of Covid-19, they are advised to request a test via rhu.uk/coronavirus or phone 119 so that potential contacts can be identified through the NHS Test and Trace system.	Guidelines to be sent to league players before matches commence (end April 2021). Review required prior to changes in Covid restrictions and/or next season (ie. Summer/winter). Home team captain to record attendance at league match to assist in Test and Trace in the event of a player developing symptoms. Attendance records to be kept for 21 days by Club Secretary.	Team captains Team captains	Email to be sent before matches commence (end April 2021).	