

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 07/09/2020	Changes since last review in red.	Updated: 18th Oct 2020
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Name of venue: Langford TC	Name of Risk assessor: Vicky Chung/Paul Jaggard	Date of risk assessment: 07/09/2020	Next Review Date: end Nov 2020
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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.	LTA guidance documents for players communicated to members. Continuous reinforcement of social distancing advice. Committee to review and revise if necessary within 1 month.		Reviewed 7th Sep. No additional controls required. Reviewed 18th Oct No Change	
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. Taking steps to review playing schedules including start & finish times/buffer time, to reduce number of players on courts or waiting to enter the courts at any one time. NB. From September 14th, no more than 6 people allowed per court except for coaching (see below).	LTA guidance documents for players communicated to members. Remind members that the virus can survive on hard surfaces, so if touching anything then use protection or sanitise / wash hands. Communication on method and etiquette of booking to be sent to members before play can commence.		Reviewed 7th Sep. No additional controls required. Reviewed 18th Oct No Change	
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: 2 courts opened for 5 days/week-Both Courts fully open now from 6am till 11pm. Court use allows doubles play with all 4 players from different households. NB. From September 14th, no more than 6 people allowed per court except for coaching (see below). 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 not to make physical contact with each other, do not change ends or agree to change ends on opposite sides of the court Nets to be left up and not adjusted.	Amended guidance for players communicated to all members and displayed on court. Continuous reinforcement of social distancing advice. Committee to review and revise if necessary.		Reviewed 7th Sep. No additional controls required. Reviewed 18th Oct. Amend made to reflect court opening times.	
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 remain locked and be out of bounds to members. There will be no access to toilet or hand washing facilities. Players will be reminded to bring their own hand sanitiser. A first aid kit will be made available outside the clubhouse.	LTA guidance documents for players communicated to all members. Committee to review and revise if necessary within 1 month. Exclusive clubhouse access to the coach has been granted for toilet / handwashing		Reviewed 7th Sep. No additional controls required. Reviewed 18th Oct. Clubhouse access updated.	
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 nhs.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 7th Sep. No additional controls required. Reviewed 18th Oct No Change	
Coaching - recommencing from 8th Sept	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 will remain locked and out of bounds to members, but the coach will have sole access for the purposes of toilet facilities and handwashing. A maximum of 6 players per court will remain in force, with no spectators permitted unless from outside the perimeter of the courts (public space). Players will not touch tennis balls with their hands. 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. If a player develops symptoms of Covid-19, they are advised to request a test via nhs.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 (PJ/PM) Reviewed 18th Oct No Change	
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. If a player develops symptoms of Covid-19, they are advised to request a test via nhs.uk/coronavirus or phone 119 so that potential contacts can be identified through the NHS Test and Trace system.	Fit additional external light switches to enable lighting to be controlled from outside the clubhouse.	Matt Willis (qualified electrician)	No further action. Completed in August.	
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 to remain closed throughout - therefore no access to toilet or handwashing facilities. Players will be reminded to use the hand sanitiser upon arrival & before visiting the courts. Maximum of 4 players per court. 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 nhs.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 has been formulated in line with LTA and Government guidance as this competition is for 8 players. 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 Lisa Oestreicher/Jo Jaggard P Jaggard (Welfare Officer) / Justin Layne (coach)	Review required prior to all matches arranged.	