

Risk Assessment: Venue (incl. Covid-19 addenda)

This risk assessment covers the venue for training, competition, and trials.
 Controls identified are to be implemented by the facility, officials, coaches, and athletes.
 Visitors to the venue will be advised to follow signage and any local instructions.

This risk assessment will remain under review. A current copy can be found on the Yate and District Athletics Club website. All club athletes will be notified of updates by the membership secretary and visiting athletes will be directed to the risk assessments as part of any competition notice.

Date:	Assessed by:	Location:	Review:
05/07/2020	YADAC (Vice Chair).	Yate and District Athletic Club at the Yate Outdoor Sports Complex	In line with UKA, PHE, EA and venue guidance

Revision History

Date	Version	Who	Summary of update
06.07.2020	0.1	Vice Chair	For review
06.07.2020	0.2	Vice Chair	General reference to UKA documents for safety at training/events. Updated first aid section to refer to needs assessment. Updated maintenance and inspection requirements
11.07.2020	0.3	Vice Chair	General update following updated PHE guidelines, EA documentation and internal review.
13.07.2020	0.4	Vice Chair	Minor comments incorporated following internal review. Copy to EA ahead of Covid-19 pilot 19.07.2020.

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Introduction

This risk assessment recognises a separation of accountabilities and responsibilities for different organisations being:

- Yate Outdoor Sports Complex (YOSC) are accountable and responsible for the facility and all fixed equipment and permanent installations. e.g. throws cages, jumps beds.
- Yate and District Athletic Club (YADAC) own and are accountable and responsible for all portable equipment such as hammers, hurdles, gym equipment.

This risk assessment is part of a suite of risk assessments for Yate and District Athletic Club for venue, jumps, throws and track activities.

This risk assessment has been informed by UKA generic risk assessments for outdoor track training and competition, dated August 2017, in identifying controls already in place and builds on this with local context for facility and club specific content.

Covid-19 Secure

The purpose of the risk assessment is to introduce controls and actions to provide confidence to individuals and other attendees on site that we are 'Covid-19 Secure' so far as is reasonably practicable (SFAIRP) and that risks are as low as reasonably practicable (ALARP). 'Covid-19 Secure' being a private space with controlled entry and for which risk assessment(s) are in place with associated controls and that the venue, coaches, athletes and other visitors take positive steps to encourage appropriate behaviours of each other and **check-in to confirm that they are fit and well and not showing any signs or symptoms of Covid-19 and has no cause to self-isolate**. The additional Covid-19 Controls are informed by:

1. Relevant Public Health England (PHE), NHS, and England Athletics (EA) guidance for Covid-19
2. YADAC Covid-19 policy statement.

This risk assessment assumes no symptomatic person has passed through or contacted surfaces; otherwise PHE guidance for cleaning non-healthcare settings will need to be followed. Any attendees who develop symptoms of Covid-19 and have been at the track within the 14-days prior to onset of those symptoms must inform the club at once. Notification of occurrence together with register of attendees will be provided to UK Government 'Track-and-Trace'. UKA and EA will also be notified of the occurrence.

Approach to Risk

All attendees are expected to adhere to the actions within the risk assessment. Please note:

- **You must bring with you your own hand sanitiser and your own non-chlorine-based surface sanitiser whilst Covid-19 restrictions remain in place.**
- Your personal relationship with safety will be different to others. Consider for example your approach to crossing the road or eating food that is past its best before date.
- Personal Safety should not be your only consideration. The safety of your environment and those around you must also be considered. Be responsible.
- This risk assessment informs you of the steps taken to address our duty of care to you and **all** attendees. Actions herein will necessarily protect those more vulnerable than you.
- Challenge and be challenged on behaviours. Acknowledge and be respectful. One day you might be the one who needs others to be considerate of you.

Ask yourself?

- **If I get it wrong who do I harm or make ill?**
- **If I harm myself or fall ill how will others feel?**
- **Invincible, Impervious, Invulnerable? – and then it happens; injured, ill or worse – it is now too late!**
- **If you are prepared to accept the consequences of getting Covid-19 on the belief you are young, fit, or healthy - be aware that many survivors have permanent lung damage. This could affect your future, your ability as an athlete and the opportunity to compete.**

We have great people at YADAC, including some in or linked to vulnerable and extremely vulnerable groups, who are working hard to provide a great environment you to meet, train and compete.

Please be mindful and considerate of your actions on you and everyone around you.

STOP! - THINK! - ACT. - REVIEW.

Risk assessment process

In considering and evaluating risk level due regard must be given to people, assets, the environment, and to societal perspective against the frequency of occurrence.

	Avoid	Do not undertake this activity. Undertaking this activity is likely to be a breach of law and / or lead to certain death
	High	Intolerable. High risk and serious consequences. Emergency Response may necessitate exposure.
	Medium	Undesirable. Evaluate so risk is As Low As Reasonably Practicable (ALARP)
	Low	Acceptable in the context of the activity being performed. Prepare, Proceed carefully, stay alert.
	benign	No specific controls or actions. Safe to proceed

In evaluating a risks a simple Avoid, Evaluate and Control approach is taken which is a derivative of the general principles of prevention as set out in schedule 1 of 'The Management of Health and Safety at Work Regulations as noted in full below.

- a. **avoiding** risks;
- b. **evaluating** the risks which cannot be avoided;
- c. **combating** the risks at source;
- d. **adapting** the work to the individual, especially as regards the design of workplaces, the choice of work equipment and the choice of working and production methods, with a view, in particular, to alleviating monotonous work and work at a predetermined work-rate and to reducing their effect on health;
- e. **adapting** to technical progress;
- f. **replacing** the dangerous by the non-dangerous or the less dangerous;
- g. developing a coherent overall **prevention** policy which covers technology, organisation of work, working conditions, social relationships and the influence of factors relating to the working environment;
- h. giving collective **protective** measures priority over individual protective measures; and
- i. giving appropriate **instructions** to employees.

Notes

You should undertake a personal risk assessment to cater for any challenges unique to you such as a medical condition or disability. As necessary please discuss with YADAC to see if and how we can accommodate your needs.

Due to the outdoor nature of athletics activities preference is given to sanitising hands as opposed to surfaces due to risk to the environment in any chemicals used and concern with the effectiveness of sanitisers in different weather conditions.

Sport or any athletic track and field activities has inherent risk. In undertaking this sport you have accepted personal injury may occur including strains, sprains, ligaments, back pain, shin splints, tears, fractures etc. Through officials, coaches, appropriate equipment and risk assessment risks will have been reduced so far as is reasonably practicable (SFAIRP).

Action for official or coaches. During competition, the action is on 'Officials'. At other times the action will be on the relevant person such as a 'Coach', trainer, teacher, supervisor, guardian, or athlete if training without supervision.

Actions or Controls for the Facility. As Yate and District Athletic Club these controls set out a minimum expectation on Yate Outdoor Sports Complex to provide safe facilities for use. Yate Outdoor Sports Complex will have its own risk assessment and maintenance procedures for the upkeep of the facility.

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What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
Behaviours	All	<ol style="list-style-type: none"> All club members are expected to adhere to club rules of membership and be respectful of one and other. Committee and coaches advise on any matters for escalation. Duty of care. Ensure that reasonable steps are being taken to protect the health, safety, wellbeing and welfare of participants. 		<p>Facility</p> <ol style="list-style-type: none"> No action. No action. Ensure arrangements are in place for workers, volunteers, and members of the public. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. No further action. Ensure arrangements are in place for workers, volunteers, and members of the public. <p>COVID-19 additions</p> <ol style="list-style-type: none"> No further action. Club members to be advised that failure to adhere to specific requirements implemented to support the UK Government approach to control of Covid19 may result in disciplinary action and may constitute a criminal offence. Review UK Government and sport's governing bodies advice and update and include Covid-19 addenda in risk assessments. The risk assessments generally cater for the needs of those who are vulnerable or extremely vulnerable however specific needs may be present that require specific assessment and these shall be considered on a case-by-case basis. If you are vulnerable or extremely vulnerable please discuss with the Covid coordinator or your coach and be assured confidentiality will be maintained and only those who need to know to assist you will be advised. 		Committee, Coaches 1, 2.	ongoing	ongoing
Training	Athletes, officials, coaches, visitors	<ol style="list-style-type: none"> Following UKA Code of Practice for Training v2 and associated UK 		Facility		Facility, committee,	ongoing	ongoing

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		athletics approved code of practice documents.		<p>1. Any actions identified in associated detail of risk assessment.</p> <p>Athletic Club</p> <p>1. Any actions identified in associated detail of risk assessment.</p> <p>COVID-19 additions</p> <p>1. Any actions identified in associated detail of risk assessment.</p>		<p>coaches, athletes</p> <p>1.</p>		
Training, Events and Competition	Athletes, officials, coaches, public	<p>1. Following UKA safe athletics track & field safety guide for competition and associated UK athletics approved code of practice documents.</p>		<p>Facility</p> <p>1. Any actions identified in associated detail of risk assessment.</p> <p>Athletic Club</p> <p>1. Any actions identified in associated detail of risk assessment, and check-in on arrival to ensure fit and well and review any muscular or skeletal injuries and status to confirm fit to train, compete or event. All events and competitions will be registered with UKA (UK Athletics) and a licence obtained prior to being held.</p> <p>COVID-19 additions</p> <p>1. Any actions identified in associated detail of risk assessment, and:</p> <ul style="list-style-type: none"> • Check-in on arrival to confirm fit and free of Covid-19 symptoms (any one of: a new continuous cough, a high temperature a loss of, or change in, your normal sense of taste or smell (anosmia)) and have no reason to self-isolate following specific advice following track-and-trace or knowingly been in the presence of someone or in a household within the last 14-days of someone who needs to self-isolate. 		<p>Facility, committee, coaches, athletes</p> <p>1.</p>	ongoing	ongoing

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				<ul style="list-style-type: none"> • Note advice from PHE: https://www.gov.uk/coronavirus • Note advice from NHS: https://www.nhs.uk/conditions/coronavirus-covid-19/ • Note advice from Sport England: https://www.sportengland.org/how-we-can-help/coronavirus • Note advice from England Athletics: https://www.englandathletics.org/ • Events will be timed and athletes advised to attend in good time for their event and leave promptly afterwards so far as it is reasonably practicable to do so. Noted that some athletes will also be volunteering and will be in attendance with facility and club staff, volunteers and officials and therefore may need to remain on site and ensure they socially distance from others. • Any attendees who develop symptoms of Covid-19 and have been at the track within the 14-days prior to onset of those symptoms must inform the club at once. Notification of occurrence together with register of attendees will be provided to UK Government 'Track-and-Trace'. UKA and EA will be notified of the occurrence. <p>Covid-19 Health Assessment</p> <ol style="list-style-type: none"> a. If you were hospitalised due to Covid-19, you should undergo a form of health screening prior to taking part in a competition. This screening is best led by a doctor with specialist training in sports medicine. However other doctors may feel competent to make decisions on your fitness to 				

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				<p>compete and to decide any appropriate investigations that might be required.</p> <p>b. If you were not hospitalised due to Covid-19, but self-isolated having shown symptoms at any time, you are also recommended to undergo a form of screening.</p> <p>c. If you have felt entirely well during the pandemic, you are not routinely recommended to undergo health screening, but it is something to be considered as part of your normal health monitoring for the health-conscious competitor.</p> <ul style="list-style-type: none"> Your GP should be able to guide you on what level of screening you may require, and who is the best person to assist you in the process. If you have entered multiple events, unless you develop new symptoms at any time, a single screening assessment is sufficient to cover all triathlon and multisport event entries. 				
Weather <ul style="list-style-type: none"> The good old British Weather 	All <ul style="list-style-type: none"> Cuts, Strains and other possible injuries from slipping on slippery track. 	<ol style="list-style-type: none"> Porous surface should be cleaned regularly to allow drainage. Ensure adequate maintenance and regular inspection. Drains on non-porous surfaces should be cleaned regularly to allow drainage. 		Facility <ol style="list-style-type: none"> Operation, Maintenance and Inspection in accordance with Trackmark and the EA facilities management recommendations for athletics track and field areas and manufacturers or installers instructions as appropriate and in other areas. As 1. As 1. Athletic Club		Facility staff 1, 2, 3. Officials, coaches 2.	Ongoing	Routine review Review status prior to competitions / trials

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				<ol style="list-style-type: none"> 1. Inspect and satisfy facilities are safe for the activity to be carried out and report any concerns to the complex management. 2. Inspect and satisfy facilities are safe for the activity to be carried out and report any concerns to the complex management Weather forecast ahead of competitions, training and visual inspection prior to use. 3. inspect and satisfy facilities are safe for the activity to be carried out and report any concerns to the complex management. <p>COVID-19 additions</p> <ol style="list-style-type: none"> 1. No action. 2. No action. 3. No action. 				
<p>Adverse Weather</p> <ul style="list-style-type: none"> • Ice / snow / heavy rain 	<p>All</p> <ul style="list-style-type: none"> • Cuts, Strains and other possible injuries from slipping on icy surfaces. 	<ol style="list-style-type: none"> 1. Training, trials and competition to stop and not to take place when conditions exceed safe state. 2. De-icing product used in freezing conditions, preferably non chloride versions, on pedestrian walkway areas to maintain access routes. 		<p>Facility</p> <ol style="list-style-type: none"> 1. Review weather forecast and advise track users if track to be unavailable. <p>Athletic Club</p> <ol style="list-style-type: none"> 1. Inspection prior to any track use. Review weather forecast and advise track users if track to be unavailable via clubs social media outlets. <p>COVID-19 additions</p> <ol style="list-style-type: none"> 1. Limited capacity of undercover areas. Check weather forecasts and post a note to bring an umbrella or waterproof coat. 		<p>Facility staff, officials, coaches.</p> <ol style="list-style-type: none"> 1. 	Ongoing	Routine review Review status prior to competitions / trials
<p>Adverse Weather</p> <ul style="list-style-type: none"> • Wind 	<p>All</p> <ul style="list-style-type: none"> • Injuries resulting from being blown over or items being blown over. 	<ol style="list-style-type: none"> 1. Training, trials and competition to stop and not to take place when conditions exceed safe state. 2. Secure loose items and equipment 3. Per risk assessment for cages, lower netting when wind exceeds stated values. 		<p>Facility</p> <ol style="list-style-type: none"> 1. Consider installation of a permanent weather station. Track and monitor weather forecasts for wind and gusting wind speeds. Monitor and track weather forecasts. <p>Athletic Club</p>		<p>Facility Staff, officials, athletes</p> <ol style="list-style-type: none"> 1, 2. 	Ongoing	Routine review Review status prior to competi

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				<ol style="list-style-type: none"> 1. Monitor weather forecasts 2. No further action. 3. Review weather forecasts. <p>COVID-19 additions</p> <ol style="list-style-type: none"> 1. No action. 2. No action. 3. No action. 		Throws coaches 3		ons / trials
Time of Day	<p>Athletes, officials, coaches, public</p> <ol style="list-style-type: none"> 1. Injury from inability to see well enough. 	<ol style="list-style-type: none"> 1. Check that enough daylight/flood lighting to ensure safety. 		<p>Facility</p> <ol style="list-style-type: none"> 1. Operation, Maintenance and Inspection in accordance with Trackmark and the EA facilities management recommendations for athletics track and field areas and manufacturers or installers instructions as appropriate and in other areas. <p>Athletic Club</p> <ol style="list-style-type: none"> 1. Inspect and satisfy facilities are safe for the activity to be carried out and report any concerns to the complex management. <p>COVID-19 additions</p> <ol style="list-style-type: none"> 1. No action. 		<p>Facility staff, Officials, coaches</p> <ol style="list-style-type: none"> 1. 	Ongoing	<p>Routine audit</p> <p>Review status prior to competitions / trials</p>
Awareness Lack of Concentration	<p>Athletes, officials, coaches, public</p>	<ol style="list-style-type: none"> 1. During competitions and events announcements over public address system include: 2. Advice to athletes for when they need to go to event area. 3. Advise any safety, security or welfare matters that require attention. 4. Delivering key results, finishing places. 		<p>Facility</p> <ol style="list-style-type: none"> 1. Microphone link to public address system is now wireless and can be used remotely from within 80% of the venue area. Tannoy coverage limited to outside clubhouse and in stadia area. 2. No action. 3. Advise PA announcer as required. 4. No action. <p>Athletic Club</p> <ol style="list-style-type: none"> 1. No further action. 2. No further action. 3. No further action. 		<p>Athletes, officials, coaches</p> <ol style="list-style-type: none"> 1, 2, 3, 4. 	Ongoing	Ongoing

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				<p>4. No further action.</p> <p>COVID-19 additions</p> <ol style="list-style-type: none"> Additional announcements to remind venue attendees to social distance, adhere to directional and instruction signage, no stopping in walkways, no touching surfaces and to regularly wash / sanitise hands, respiratory hygiene (Catch it, Bin it, Kill it / or sneeze into elbow). No further action. No further action. No further action. 				
Awareness Competitions, coaching and training	<p>Athletes, officials, coaches, public</p> <ul style="list-style-type: none"> Injury or illness as a result of not following or being aware of local operating instructions 	<ol style="list-style-type: none"> Club risk assessments published on club website and members notified of any update or changes. Officials briefing at commencement of any competitions. Coaches briefing at commencement of training session. 		<p>Facility</p> <ol style="list-style-type: none"> Notify club and overarching policy or risk assessment matters that require cascading. No further action. No action. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. No further action. No further action. <p>COVID-19 additions</p> <ol style="list-style-type: none"> Include relevant messaging in communications. E-mail Covid-19 policy statement to membership. Advise officials to social distance, adhere to directional and instruction signage, no stopping in walkways (see diagram below for walking routes, directions and location of temporary barriers), no touching surfaces and to regularly wash / sanitise hands. Officials to brief and remind athletes prior to any event. On arrival at site all visitors, officials, coaches and athletes will be asked to confirm they are fit and well and are 		<p>Facility, Committee, coaches</p> <p>1, 2, 3.</p> <p>Officials</p> <p>2</p>	ongoing	ongoing

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				<p>displaying no symptoms of Covid-19 (new persistent cough, high temperature, loss of or change in your normal sense of taste/smell) and under PHE guidance have no requirement to self-isolate due to contact with others within the last 14-days who have to self-isolate.</p> <p>3. On arrival at site all visitors, officials, coaches and athletes will be asked to confirm they are fit and well and are displaying no symptoms of Covid-19 (new persistent cough, high temperature, loss of or change in your normal sense of taste/smell) and under PHE guidance have no requirement to self-isolate due to contact with others within the last 14-days who have to self-isolate.</p>				
PPE	Athletes, officials, coaches, volunteers, public	<p>1. PPE provided to facility staff and volunteers working at the facility in line with requirements of any method statement appropriate to the task being undertaken and cognisant of the risks as evaluated through the specific task. Such as a physical activity or relevant COSHH assessment.</p>		<p>Facility</p> <p>1. Establish method statements and safe systems of work for activities on site. e.g. cleaning, line cleaning bar area, kitchen work, grass cutting, hedge trimming, vehicles on site, etc.</p> <p>Athletic Club</p> <p>1. Establish method statements and safe systems of work items owned and controlled by the athletics club. e.g. athletic equipment.</p> <p>COVID-19 additions</p> <p>1. The following is provided for context and individual guidance:</p> <ul style="list-style-type: none"> As per PHE guidance 'unless you are in a situation where the risk of COVID-19 transmission is very high, your risk assessment should reflect the fact that the role of PPE in providing additional 		Facility, Committee, coaches 1.	ongoing	ongoing

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				<p>protection is extremely limited. However, if your risk assessment does show that PPE is required, then you must provide this PPE free of charge to workers who need it. Any PPE provided must fit properly'. And</p> <ul style="list-style-type: none"> • 'There are some circumstances when wearing a face covering may be marginally beneficial as a precautionary measure. The evidence suggests that wearing a face covering does not protect you, but it may protect others if you are infected but have not developed symptoms'. • https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities. • Where there is evidence of bodily fluids appropriate PPE to be worn including face shield, face mask and aprons. Clothes should be replaced and washed separately and as soon as possible afterwards. • All locations have been assessed for officials and athletes and social distancing is achievable within the grounds. • Access to the clubhouse will necessarily require number limits to be adhered to in order to maintain social distancing. • The official's room is 39.5m² and thus in maintaining social distancing has a capacity of Eight to Ten people. The room will be set out to enable seating for officials and storage of belongings. Officials will be required to observe room limit and social distancing requirements. As necessary using outdoor space during breaks. • All briefings to take place outdoors where insufficient capacity indoors. 				

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				<ul style="list-style-type: none"> The main clubhouse area is 170m² and this has a theoretical capacity of 42 whilst maintaining Covid-19 Secure for unrelated individuals. Markers will be placed to facilitate awareness of distancing. 				
Site emergency	<p>Athletes, officials, coaches, public</p> <ul style="list-style-type: none"> Injury or illness as a result of not following or being aware of local operating instructions 	<ol style="list-style-type: none"> As part of UK Athletics' ongoing commitment to provide a safe sport, anyone who has witnessed either an accident or near miss is asked to complete a short online report through an 'online accident & incident report form'. See UKA website under H&S. First Aid provision for training will be in accordance with UKA approved code of practice for the safe conduct of track and field training and associated First Aid Needs Assessment. At scene nominate an individual to contact emergency services as required. First Aid provision for competitions will be in accordance with a specific First Aid Needs Assessment. For events contact details for first aiders on site are held at the PA desk. At scene nominate an individual to contact emergency services as required. All coaches have undertaken first aid training. Vehicle access routes maintained clear for ambulance, police and fire services. Automated External Defibrillator kept in clubhouse. First Aid kit kept in clubhouse. 		<p>Facility</p> <ol style="list-style-type: none"> No action No action. No action. No action. Maintain gates in serviceable condition and ensure keys for locks on gates are available. Ensure AED is maintained on charge. Ensure first aid kit is stocked and checked at regular intervals. No further action. No further action. Ensure signage clear, unambiguous and appropriate. Awareness instruction to key facility, kitchen and bar staff in appropriate use of extinguishers. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action No further action Develop FA-NA for events on case by case basis. Consider radio system with earpieces between key individuals for events. Maintain first aid refresher training. During competition, events and training confirm keyholders to enable emergency response access. No further action. No further action. No further action. No further action. No further action. 		<p>All</p> <ol style="list-style-type: none"> Coaches 4, 9 Committee 2, 3, 9. Athletes, officials, coaches 3, 5, 6, 7, 8. Facility 5, 10, 11. 	Ongoing	Ongoing

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		9. Accident book maintained by Facility. 10. Diary of facility users maintained. 11. Signage to direct to emergency equipment and exists 12. Fire extinguishers on site and maintained in a serviceable condition.		11. Awareness instruction to key kitchen and bar volunteers in appropriate use of extinguishers. COVID-19 additions 1. No action. 2. Include Covid-19 considerations in the First Aid Needs Assessment. 3. Include Covid-19 considerations in the First Aid Needs Assessment. 4. Vice chair to act as Covid-19 coordinator as required by England Athletics and chair sub-group for Covid-19 to establish appropriate risk assessments and oversight of arrangements and continually review evolving PHE and EA guidance. Include additional gloves and face masks in first aid kit. In first instance and when and where practicable the parent, guardian or accompanying adult will be invited to support a first aid event to maintain social distancing. First aiders at their own discretion will decide if they are prepared to undertake a direct intervention. 5. Key safe to be installed to enable access to first aid equipment and opening of vehicle gate locks when facility in use. 6. Temporarily relocate to storage shed whilst clubhouse is closed. 7. Temporarily relocate to storage shed whilst clubhouse is closed. 8. Maintain a copy in storage shed whilst clubhouse is closed. 9. Maintain a register of all site attendees including name and contact number for 21-days. All attendees to be made aware that this is in support the UK Government Track and Trace system.				

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				<p>10. Additional signage to be installed at entry gates with repeater signs within venue. Key messaging to include social distancing of 2m, don't touch surfaces unnecessarily, sanitise / wash hands, respiratory hygiene, and stay at home if unwell or required to do so under PHE guidance.</p> <p>11. Fire extinguishers to be included in cleaning regime for facility.</p>				
Site Security	<p>Athletes, officials, coaches, public</p> <p>Unauthorised access</p> <p>Access by others of unknown state of health</p>	<p>1. CCTV system with recording functionality installed and monitored.</p> <p>2. Perimeter gates to track, clubhouse and all-weather pitch are high fences and gates to form a secure perimeter.</p>		<p>Facility</p> <p>1. No further action.</p> <p>2. No further action.</p> <p>Athletic Club</p> <p>1. No further action.</p> <p>2. Gate to be maintained locked when facility staff not on site and club attendance is low.</p> <p>COVID-19 additions</p> <p>1. No action</p> <p>2. Gate is a touch point. Users must sanitise hands before and after use if gate is locked or secured shut. Gate may be left open when facility attendance is low but should be monitored; ideally an athlete's parent, guardian or accompanying adult. All attendees on site must be pre-registered. A register of all attendees and their contact details will be held for 21-days in accordance with PHE requirements for Track and Trace.</p>		<p>Facility</p> <p>1, 2.</p> <p>Coaches, athletes</p> <p>2.</p>	ongoing	ongoing
Safeguarding	Athletes	<p>1. All U18 athletes on site must be accompanied by a parent or legal guardian.</p> <p>2. Parents or guardians of an U18 athletes must remain within sight and sound of their minor when</p>		<p>Facility</p> <p>1. No further action.</p> <p>2. No further action.</p> <p>3. No further action.</p> <p>Athletic Club</p> <p>1. No further action.</p>		<p>Committee, coaches</p> <p>1, 2, 3</p> <p>Parents, Guardians</p>	ongoing	ongoing

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What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
		coaching or training is undertaken on a one-to-one basis. 3. All coaches must undergo relevant DBS check and follow the club full requirements for safeguarding		2. No further action. 3. No further action. COVID-19 additions 1. No further action. 2. No further action. 3. No further action.		1, 2		
Chemicals including cleaning agents	All <ul style="list-style-type: none"> Irritants Flammable Poison Toxic Environmental damage toxic. 	1. All products on site, acquired by the facility or users, are subject to COSHH assessment by the facility and/or user (club) as appropriate. COSHH assessments must be in place for all products acquired by the facility or club for use by workers and volunteers and consider as appropriate where other attendees may be exposed.		Facility 1. No further action. Athletic Club 1. No further action. COVID-19 additions 1. Additional care should be taken with cleaning products as noted below: <ul style="list-style-type: none"> When using both chlorine and non-chlorine based cleaning products in the outside environment due to risk of contamination to flora, fauna and wildlife and possible detrimental damage to watercourses. A 'source-pathway-receptor' model identifies that any product used externally has a direct route to the environment including nearby water courses. As a general objective cleaning products will not be used outdoors unnecessarily and when used of frequent touch points, such as door handles, shall be used sparingly. Many sanitiser products have a high alcohol content, >60% to comply with WHO recommendations, and as such can be flammable – care should be taken on using and storage, particularly where ignition sources may be present. Alcohol residue left on the skin typically evaporates within 30 seconds and this a delay should be 		Facility 1.	ongoing	ongoing

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				<p>considered before undertaking any activity with an ignition risk.</p> <ul style="list-style-type: none"> Many cleaning products are also an irritant which may come into direct skin contact with athletes or officials. When used and product has a clear irritant risk signage should clearly state. Cleaning, sanitisation, disinfectant agents shall not be used on beds or in sand due to risk of product getting into eyes or mouth. These areas have touch points that are infrequently used and used by individuals who carry who have been 'checked-in' and have no Covid-19 symptoms and thus the risk is deemed low. Where cleaning is necessary, i.e. a symptomatic individual has been specific risk assessment commentary is given under cleaning and waste below. 				
Public Health Cleaning and waste	<p>Athletes, officials, coaches, public</p> <ul style="list-style-type: none"> Injury or illness as a result of state of cleanliness. Surface contamination Water contamination. 	<ol style="list-style-type: none"> Cleaning carried out in accordance with manufacturers instructions and facility cleaning plan and method statements cognisant of facility usage. Site bins and recycling bins emptied as required. Maintain potable water supplies for drinking water, kitchens, bar, sinks, showers and boilers in a healthy state. Bar and kitchen services to be maintained in a state fit for human consumption in accordance with bar / brewery operating instructions for installation and food hygiene requirements. This includes regular line cleaning of surfaces, 		<p>Facility</p> <ol style="list-style-type: none"> No further action. No further action. No further action. No further action. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. No further action. No further action. No further action. <p>COVID-19 additions</p> <ol style="list-style-type: none"> Additional cleaning requirements: <ol style="list-style-type: none"> PHE guidance for cleaning applies where a symptomatic person has been. <ul style="list-style-type: none"> All surfaces that a symptomatic person has come into contact with 		Facility 1, 2, 3, 4	ongoing	ongoing

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		<p>supply lines and ensuring stock within use by date and kept in appropriate conditions. Ensure staff fit and well and that good hygiene practices are followed when working in kitchen and bar areas in line with Environmental Health requirements for commercial kitchens and bars.</p>		<p>must be cleaned and disinfected with a virucidal cleaner, including objects visibly contaminated with bodily fluids and all potentially contaminated high contact areas – this shall be deemed to be the minimum necessary for bathrooms. For external surfaces and areas not easily cleaned this may include leaving fallow for 72-hours and when feasible washing down with normal water before reuse.</p> <ul style="list-style-type: none"> • Where there is evidence of bodily fluids and high risk that this is contaminated appropriate PPE to be worn including face shield, face mask and aprons. Clothes should be replaced and washed separately and as soon as possible afterwards. • All other areas a symptomatic person has been and there is no obvious contamination with body fluids can be cleaned thoroughly as normal. <p>b. The risk of transmission is recognised to reduce significantly after 72 hours. Where exposure risk is high and cleaning not practicable leave fallow for at least 72-hours. Information in the public domain, and referenced by EA, suggests virus has a half-life of 4-6 minutes in moderate 'external' UV light conditions – that is of a contaminated area and starting at 100% from occurrence ~3% remains after 30 minutes and after one hour fractions of a percent. 72-hours gives a significant factor of safety on contamination survival likelihood outdoors in exposed sunlight. Where</p>				

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				<p>practicable outdoor equipment could be left uncovered 30-mins before and after use to further mitigate risk between training sessions and competitions.</p> <p>c. The toilets are to be cleaned prior to opening and when facility is open at not more than 4-hourly intervals with normal cleaning products. Register to be placed inside toilets to identify time and who last cleaned it.</p> <p>d. Hand sanitisers at main entrances and where doors cannot be secured open. Secure doors open where practicable and it does not compromise any fire line or security arrangements.</p> <p>e. Signage to reminding people of hygiene and social distancing.</p> <p>f. Hand dryers to be switched off and replaced with paper towels to avoid distribution of droplets.</p> <p>g. Internal surfaces that are touched frequently: including door handles (internal and external where not fixed open), handrails, tabletops, are to be cleaned prior to opening and when facility is open at not more than hourly intervals (unless a table is occupied by the same group) with normal cleaning products. Kitchens, bar and toilets areas will follow a specific cleaning schedule. More toilets will need to be opened as the number of people increases which will in turn maintain frequency of use of each stall/urinal at a consistent level. Entrance and exit areas of toilets will follow frequency as for other areas.</p> <p>h. Where any person is engaged in setting up an entire activity, e.g. high jump, they may at their own discretion only sanitise</p>				

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				<p>hands at the commencement and completion of the setup and ensure they do not engage in or be distracted by other activities until complete. Else sanitise hand again. This is in recognition that excessive use of sanitisation products may lead to dry hands or other skin conditions. Users of sensitisation products may take benefit from periodic application of a moisturiser.</p> <ol style="list-style-type: none"> Empty bins on a more regular basis to ensure never more than ¾ full. Maintain water flow in facilities with an extended period between use to ensure risk of legionnaires disease is mitigated. Extended closure may require some systems to be tested and recommissioned. Ensure staff increase frequency of hand washing. Install screen in bar area to mitigate contamination risk across bar counter. Mark floor with guidance to maintain 2m social distancing and introduce a one-way system. Disposable products are not preferred as they create additional waste. So far as is practicable use non-disposable plates, crockery indoors and outdoors when risk a breakage creates a untenable hazard. Customers own cups / beakers shall be washed before use near any fixed equipment such as urn or coffee machines. 				
Large gatherings Welfare	<p>Athletes, officials, coaches, public</p> <ul style="list-style-type: none"> Injury or illness. Surface contamination 	<ol style="list-style-type: none"> Maintenance and inspection of facility by staff to ensure is a good state of repair and safe to operate. Outdoor fixed stadium seating in three rows and covered walkways 		<p>Facility</p> <ol style="list-style-type: none"> No further action. No further action. No further action. No further action. Publish site and building occupancy limits 		<p>Facility</p> <p>1, 2, 3, 4</p>	ongoing	ongoing

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What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
		<p>/ viewing areas to protect from the elements.</p> <p>3. Three separate toilet blocks each with one disabled toilet, four female cubicles, two men's cubicles and three urinals. Number of blocks opened depends on facility demand.</p> <p>4. Bar and kitchen with indoor seating area.</p> <p>5. Occupancy in line with occupancy limits for size of venue and indoor facilities where used.</p>		<p>Athletic Club</p> <ol style="list-style-type: none"> 1. No further action. 2. No further action. 3. No further action. 4. No further action. 5. No further action. <p>COVID-19 additions</p> <ol style="list-style-type: none"> 1. When undertaking any maintenance or inspection ensure hands are washed/sanitised prior to and after work. To ensure mass-gatherings do not occur spectators will not be allowed. Athletes will be able to bring one adult with them and in the case of children this shall be a parent or guardian in order to maintain safeguarding requirements. 2. Install signage to require users to maintain 2m separation from others and maintain good hand and respiratory hygiene. Middle row of outdoor seats is not available for use but may be used as a walkway for those more able to get to seats on front / back row. Noted that when using seats to journey to the seat is likely to bring users within 2m of someone else but more than 1m. End two seats shall not be used due to proximity to steps to maintain at least 1m separation. 3. Toilet provision: <ol style="list-style-type: none"> a. To mitigate cleaning demand for events toilets to be made available at a ratio of 1 for every 60-100 people on site based on rental guidance for events. Due to narrow entrance configuration compromising social distancing this is expected to mobilise the three disabled toilets prior to 				

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What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
				<p>necessitating opening of other toilets giving a capacity of 180-300 people.</p> <p>b. The total site capacity for events is approx. 1,400-2,400 based on the 1:60-100 ratio. Based on BS6465-1 facility has a theoretical capacity for sports stadiums of 920 or when not-interval focused of 1,500. For events where attendance is below capacity this has a distinct advantage that queuing is likely to be reduced and the risk of not maintaining social distancing is low.</p> <p>4. Internal seating to be closed off for competitions save for a dedicated area for officials at athletics meetings where they can sit and maintain 2m social distancing. Bar and kitchen to operate as a take-away with requirement for public, coaches and athletes to take food and drink outdoors. A food ordering system is under development to enable ordering online and notification of when order ready. One-way system to be adopted within the bar to enable queuing and maintain social distancing. Internal toilet to be available to staff and officials and committee volunteers only. Internal seating to be reduced to enable social distancing within the club at all other times. Floor markers user to locate tables and mark separation distances from bar and kitchen counters when ordering/queuing.</p> <p>5. Large gatherings to be managed in line with UK government PHE guidelines for a covid-secure environment. That is risk assessed and attendance managed and recorded. Mass gatherings of uncontrolled attendance is not permitted.</p>				

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What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
Large Gatherings Competitions and Training	Athletes, officials, coaches, public <ul style="list-style-type: none"> Injury or illness. Surface contamination 	<ol style="list-style-type: none"> Events are by invitation or by open pre-application or by open event with athletes, officials and volunteers registering their attendance. Coached training sessions are arranged individually with coach. Academy Training sessions are not pre-booked and registration is taken at time of arrival. For training sessions coaches have allocated regular time slots which provide access to particular parts of the track. Lane one is not normally booked and is available for athletes undertaking warmup and warm down laps. 		Facility <ol style="list-style-type: none"> No further action. No further action. No further action. No further action. Athletic Club <ol style="list-style-type: none"> No further action. No further action. No further action. No further action. COVID-19 additions <ol style="list-style-type: none"> Open events will not be permitted. Invitation or pre-application open events will be allowed to competing athlete plus one (parent, guardian or accompanying adult). To avoid the need for signing in a list of those booked and pre-paid to attend will be held at the gate – no name – no entry. Attendance will be registered and contact details recorded in line with UK government requirement to maintain contact details for 21-days. This data will not be retained except as permission already expressly given. The notice board will not be used to post athlete results. The public address system may be used to communicate selected results in all other cases results will be online after the event and where a valid result recorded entered into power-of-ten. Athletes will be provided with and will be required to print their own number, 'Arial black' font with 82mm tall numbers on A5 sized paper. Covid-19 policy to include reference to PHE and EA guidance. PHE guidance also directs to NHS guidance at: 		Committee 1, 2, 3, 4 Coaches 2, 3, 4	ongoing	ongoing

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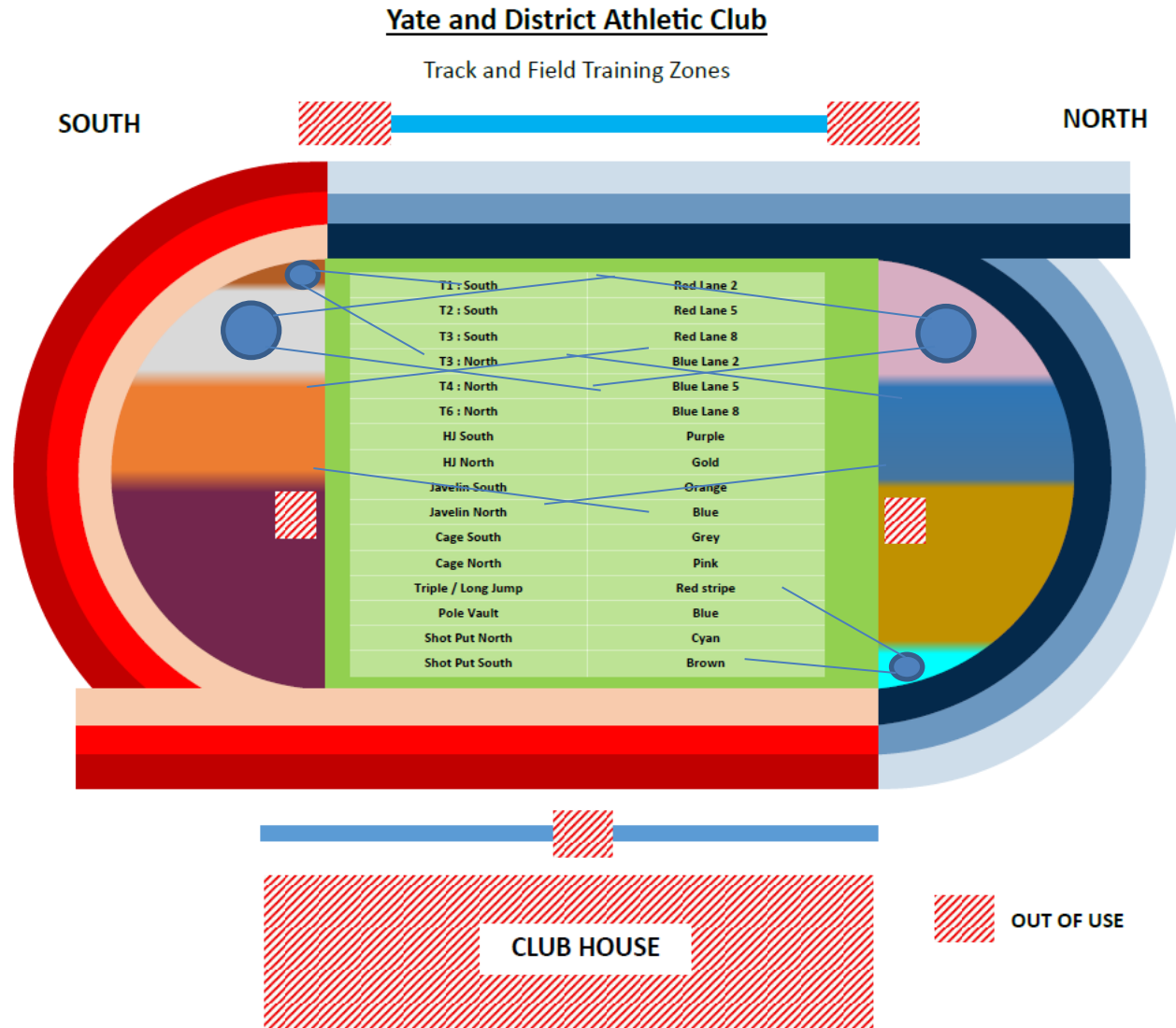
What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
				<p>https://www.nhs.uk/conditions/coronavirus-Covid-19/</p> <ol style="list-style-type: none"> Current PHE guidelines restrict coached training sessions to five athletes and one coach or up to six athletes in a single group self-directed. Athletes must book and pay for any training session online. Booking must be direct with coach. Attendance will be registered and contact details recorded in line with UK government requirement to maintain contact details for 21-days. Current PHE guidelines restrict coached training sessions to five athletes and one coach. All coached sessions must be pre-booked and due to the expected reduced number of coaches available training opportunities will be limited. Due to reduced ratios for training a booking system enables coaches or individuals or groups of up to six individuals to book particular parts of the track relevant to their activity and undertake track, throws or jumps in accordance with the relevant risk assessment and Covid-19 addenda. The track zoning is illustrated in the diagram below. 				
Equipment shed	<p>Athletes, officials, coaches, public</p> <ul style="list-style-type: none"> Injury or illness. Surface contamination 	<ol style="list-style-type: none"> No access to U18 when unsupervised. All tools and club equipment have allocated locations to manage internal space and enable locating. Gym equipment available for supervised or responsible user use. Pellet gun/rifle shooting range available for supervised or responsible user use. 		<p>Facility</p> <ol style="list-style-type: none"> No further action. No further action. No further action. No further action. <p>Athletic Club</p> <ol style="list-style-type: none"> No further action. No further action. No further action. No further action. 		Coaches, athletes 1, 2, 3, 4	ongoing	ongoing

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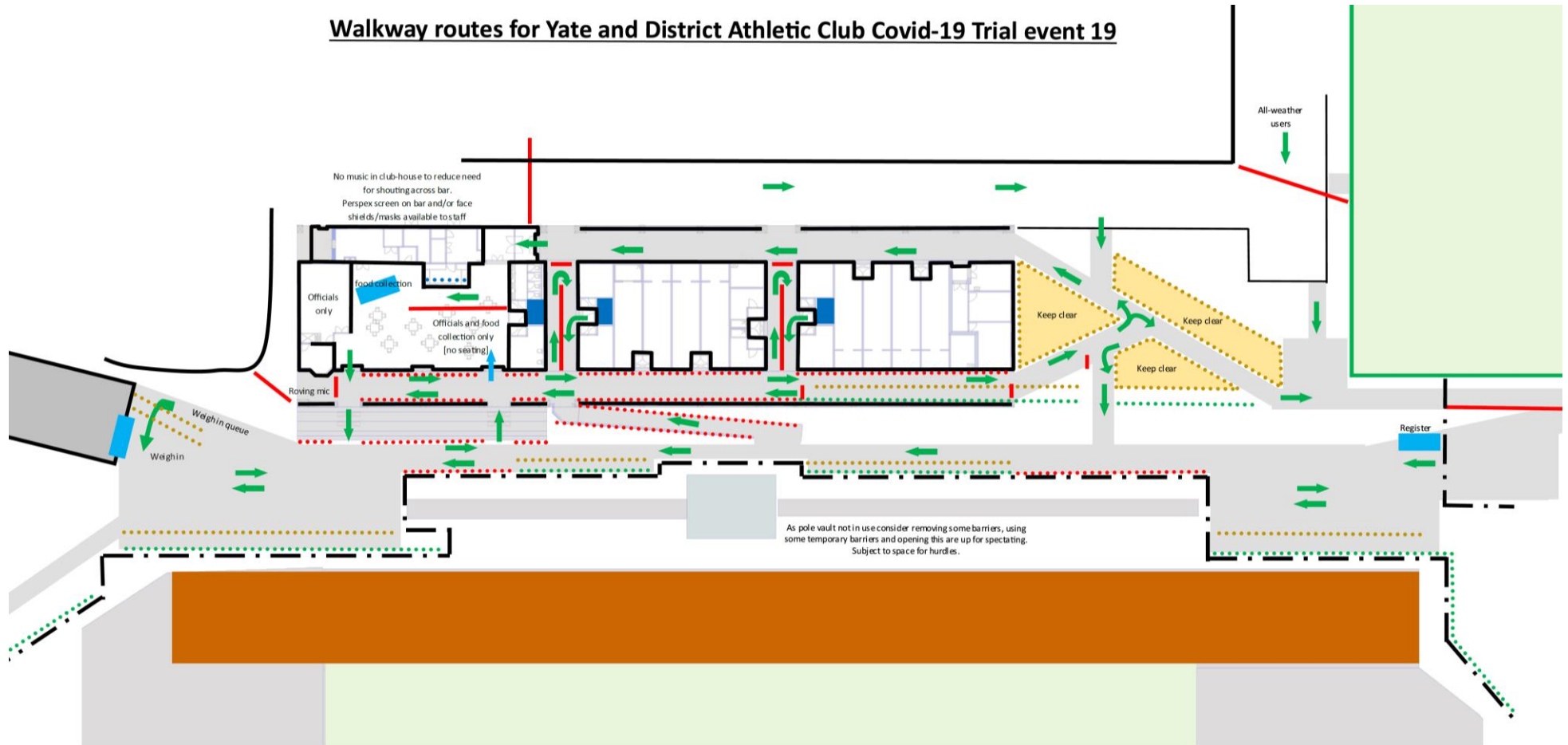
What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
				COVID-19 additions <ol style="list-style-type: none"> 1. Sanitiser available inside shed to clean equipment as necessary and if required prior to use. 2. An athlete may choose to take a piece of equipment on loan to mitigate and control risk of cross surface contamination. This will be subject to a deposit of £10. If equipment is damaged through neglect and not normal use athlete will be liable for its replacement. 3. Until government advice changes this equipment must not be used. 4. Until government advice changes this equipment must not be used. 				

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Track Zones



Walkway routes for Yate and District Athletic Club Covid-19 Trial event 19



- In areas where there is potential for gathering or congestion in pedestrian movement and maintaining 2m social distancing is not easily achieved signage will direct pedestrians.
- The rear walk way and rear (main entrance) to the club house will be a dedicated queuing area. The front walkway is two-way to allow easier access to toilets and is the exit route.
- The ally ways to the toilets in between the changing room blocks / clubhouse will be closed off at the rear to enable a queuing area for the toilets. Only the disabled toilets will be used as venue attendance is not expected to exceed 150 and is generally expected at below 100. In line with toilet arrangements for events of 60-100 people per toilet this is deemed sufficient. The disabled toilet in the clubhouse will be reserved for officials, committee and volunteers staffing the venue in kitchen and bar areas.
- Additional barriers illustrated in red will assist in maintaining pedestrian movements as intended.
- Due to confined spaces in some areas signage will be installed, illustrated by red dotted line, to note 'no waiting / spectating' in these areas. In other areas, denoted by yellow dotted line, signage will be installed to remind attendees to maintain social distancing. Due to nature of event and that visitors are limited to competing athletes plus one it is expected that spectator numbers will be low and will readily churn as their athlete competes. Spectator areas elsewhere on the site are available. Green dotted lines along barriers are available for spectators subject to social distancing.
- Areas that are more expansive have no pedestrian restriction save for social distancing and a general request that people 'keep left'.