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| **Task** | **Hazard** | **People affected** | **Level of risk prior to control measures being put in place.** **Low/Medium/High** | | **Risk Controls** | **Level of risk after control measures in place** | **Further risk controls actions required** |
|  |  |  | **Liklihood** | **Potential of illness** |  | **liklihood** |  |
| **Risk of virus being bought into workplace** | Travel to work | * Staff * Gymnasts | Low | Med | Staff and families should follow guidelines from government about travel.  Most travel by own cars | Low | N/A |
|  | Transmission of virus from clothing | * Staff * Gymnasts | Low | Low | Staff told to wear clean clothing every day and wash clothes after being in gym.  No outdoor clothing allowed to be bought in by gymnasts/parents | Low | N/A |
|  | Staff and children arriving at Baskervilles with Covid - 19 | * Staff * Gymnasts | Low | Med | All staff and children made aware of the symptoms and if any symptoms present not allowed on premises/sent home immediately if symptoms develop.  Gymnasts wait social distanced outside gym before session.  Signage to reinforce symptoms upon entry and temperature checks on the way in. | Low | Coaches to keep an eye on gymnasts for showing symptoms |
| **Transmission of covid –19 between persons** | Staff members or children whose considered ‘Extremely Clinically vulnerable as determined by the NHS | * Staff * Gymnasts | Low | Med | People within this category should not attend sessions | Low | Look into other avenues for staff to be able to work in this condition |
|  | A staff member or child shows symptoms of covid-19 (high temperature above 37.8, new or continuous cough, loss of taste or smell whilst attending | * Staff * Gymnasts | Low | Med | Parents to be contacted immediately, In the meantime child isolated   staff only inside the room if deemed to be more harm for the child  When in the room staff must wear i.e. face shield mask apron and gloves  Staff member should have first aid qualification  Parents told to self-isolate for 14 days and get tested if child tests negative then can return back to the gym   Staff member allowed to work unless showing signs  Places the child has been to be deep cleaned  Personal Details Kept on file for each bubble if needed to ‘Track and Trace’ | Low |  |
|  | Possible transmission  Between Persons | Parents staff | Low | Med | Staff and gymnasts formed into numbers of separate ‘Bubbles’ numbers to be in relation to British gymnastics coach to gymnast ratio.  Social distancing to be monitored by staff during session  coaches to not allow gymnasts or themselves to go between bubbles  coaches and gymnasts should sanitise when arriving before eating after toilet when changing between apparatus  Sanitation zones set up around the gym (8 in total) siblings should be in same bubble   Sanitisation of hands between Apparatus/Zone changes   No Supporting from coach – use of training aids to develop skills   All staff when entering building have temperature checks done sanitise shoes and hands sanitized   gymnasts have separate entrance and exit   if work is carried out then area is sanitised after  Payments made by Bacs or Credit card so no cash payments | Low | Training to all staff that may be greeting on the door |
|  | Possible Transmission of virus due to over crowding | Staff gymnasts | Low | Med | Class and groups based on system of the effective bubble model   no parents allowed to stay on site (in coffee bar) Markings on the floor area to allow for social Distancing.  One-way system introduced upon entry and exit  smaller class sizes so working at a lower capacity to stop overcrowding   Staggered Start times for classes | Low | Pre-Booking Classes  New Air Circulation system installed |
|  | possible transmission of virus through lack of parent /staff awareness | Staff gymnasts | Med | High | All staff undergone training with management to be made aware of new procedures including cleaning and use of PPE Check lists to follow procedures and parents e-mailed a video on what procedures to follow when arriving.   Parents sent a video to show the way in which the gym will work and what to do when arriving   All Staff to complete Training sessions on new covid-19 measures   Letter to parents regarding protocols of sending gymnasts to baskervilles. | Low |  |
|  | Possible transmission of virus due to inadequate air ventilation | Staff gymnasts | Med | High | New Ventilation system installed to replace air up to 6 times an hour within the gym  Doors kept open to help ventilation and air flow | Low |  |
|  | Insufficient hand wash facilities | Staff Gymnasts | Low | High | More hand sanitisers stations around the gym as well as on entry and exit | Low |  |
|  | Transmission within toilet facility | Gymnasts | Med | High | Toilets on a cleaning rota between 9-7 |  |  |
| **Transmission of covid -19 through inanimate objects** | Possible transmission of items being bought into site (deliveries) | Staff | Low | High |  |  |  |
|  | Possible transmission from the gym equipment | Gymnasts | High | High | Time allocated at the end of each session (Bubble) for cleaning  Safety mats over the pit entrances to reduce risk of transmission   Enhanced Cleaning in the gym after every bubble.  Check lists of kit that needs to be cleaned   Cleaning Caddies For each zone with (hand sanitiser, blu roll, anti-bacterial spray, cloths and bags) | Low | Operations manager to make sure they clean equipment after each bubble |
|  | Possible transmission from frequently touched surfaces | Staff Gymnasts | Med | High | All doors propped open to limit the amount of touch points within the building.  All touch points to be cleaned at least 3 times a day and included into the normal detailed cleaning.  Computer stations cleaned down after use by a single person.  Flag system in place to stop other people using the computer while someone else is away from it   Enhanced Cleaning of touch points around the area | Low | Follow procedure of flag system been put in place Cleaning rota to be filled out when completed |
|  | Possible transmission from toys and play equipment | Gymnasts | Med | High | All Toys and play equipment put away | Low |  |
|  | Possible transmission at lunch time/break times | Staff gymnasts | Med | High | Gymnasts and staff to observe social distancing at break times and lunch times.  Chairs marked up so gymnasts know where to sit adhering to social distancing   Gymnasts parents told to pack lunch in see through bag easy to open and quick to bin at the end | Low |  |
| **Transmission of covid – 19 through high traffic areas** | Possible transmission through close contact in closed areas e.g. corridors and changing rooms | Staff Gymnasts | Med | High | No gymnasts aloud into the changing rooms unless solely told by a coach and can be seen to observe social distancing.  Parents not allowed to stay on site while gymnasts are in gym  Time allocated to see gymnasts out at end of session. | Low |  |
| **Further Risk controls / Actions to be implimented by :** | | | Date: 30/07/2020 | | | | |
| **Assesor:** | | **Name in Print: Chris Cook** | | **Signed:** | | **Date: 12/07/2020** | |
| **Form Checked by:** | | **Name in Print:** | | **Signed:** | | **Date:** | |
| **Review Date: 12/07/2021** | | | | | | | |