

RISK ASSESSMENT TEMPLATE



Risk Matrix and Rating Guidance:

The assessor shall assign values for the hazard severity **(a)** and likelihood of occurrence **(b)** (taking into account the frequency and duration of exposure) on a scale of 1 to 5, then multiply them together to give the rating band:

Hazard Severity (a)		Likelihood of Occurrence (b)	
1 – Trivial	(e.g. discomfort, slight bruising, self-help recovery)	1 – Remote	(almost never)
2 – Minor	(e.g. small cut, abrasion, basic first aid need)	2 – Unlikely	(occurs rarely)
3 – Moderate	(e.g. strain, sprain, incapacitation > 3 days)	3 – Possible	(could occur, but uncommon)
4 – Serious	(e.g. fracture, hospitalisation >24 hrs, incapacitation >4 weeks)	4 – Likely	(recurrent but not frequent)
5 – Fatal	(single or multiple)	5 – Very likely	(occurs frequently)

Risk Assessment Matrix						
(B)↓	(A)→	Trivial	Minor	Moderate	Serious	Fatal
Remote		1	2	3	4	5
Unlikely		2	4	6	8	10
Possible		3	6	9	12	15
Likely		4	8	12	16	20
Very likely		5	10	15	20	25

Risk Rating Bands (A x B)		
LOW RISK (1 – 8)	MEDIUM RISK (9 - 12)	HIGH RISK (15 - 25)
Continue, but review periodically to ensure controls remain effective	Continue, but implement additional reasonably practicable controls where possible and monitor regularly	STOP THE ACTIVITY Identify new controls. Activity must not proceed until risks are reduced to a low or medium level

Risk Assessment Record

Risk Assessment Title: Covid 19: Return to STV Operation	Date Produced: 23/7/2020	Review Date:
Overview/Description of Activity: 50m Pool Re-Opening to Public post Covid 19 Closure	Duration/Frequency of Activity: Daily	
Location of Activity: Sports Training Village	Generic or Specific Assessment: Specific	
In the absence of other advice, members of the University should follow Government guidance which is based upon expert input from Public Health England and the Department of Health		
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. For the purposes of our overarching assessment we have assessed that the foreseeable severity as being “serious” as per the definitions on page 1.		

#	Hazard(s) identified	Who might be affected and how	Existing controls & measures	Severity (a)	Likelihood (b)	Risk Rating (a x b)	Additional control/action required
1	Spread of Coronavirus through use of pool changing rooms	Customers, staff, visitors, athletes, coaches	<ul style="list-style-type: none"> All swimmers requested to arrive 'pool ready' with costumes underneath clothing to reduce time spent in changing room. One way system in place in changing room Partitioned cubicles in place for changing Limited lockers available to use due to social distancing Ant-bacterial spray available for customers to use on touch points such as locker doors and key pads, cubicle handles and locks. All customers requested to have a quick pre swim shower. Limited showers available to use due to social distancing. Customers requested to have post swim shower at home in order to reduce time spent in changing room. Closures programmed in during the day to allow for additional cleaning to take place. 	4	3	12	<ul style="list-style-type: none"> All comms on new procedures to be sent out to customers prior to re-opening.

#	Hazard(s) identified	Who might be affected and how	Existing controls & measures	Severity (a)	Likelihood (b)	Risk Rating (a x b)	Additional control/action required
2	Spread of Coronavirus through use of pool - swimfit	Customers, staff, visitors, athletes, coaches	<ul style="list-style-type: none"> • Dedicated swimfit sessions programmed into the pool giving the full pool available to swimfit customers during this time. • Booking system in place for all access to swimfit sessions. • Double width lanes in place for all swimfit sessions. • Session time set at 1 hour per swimmer. • Maximum capacity of 10 swimmers per 25m double width lane in place as per Swim England Guidelines. • Lane swimming only with directional signage to be followed at all times. • Lane speeds specified (slow/ medium/ fast) • No overtaking allowed mid-lane, swimmers are required to allow faster swimmer to pass at the ends of the lanes if necessary. • Closures programmed in during the day to allow for additional cleaning to take place. 	4	2	8	

#	Hazard(s) identified	Who might be affected and how	Existing controls & measures	Severity (a)	Likelihood (b)	Risk Rating (a x b)	Additional control/action required
3	Spread of Coronavirus through use of pool - clubs	Customers, staff, visitors, athletes, coaches	<ul style="list-style-type: none"> • Single width lanes in place for all club sessions. • Maximum capacity of 7 swimmers per 25m single width lane in place as per Swim England Guidelines. • Session is coach led and controlled, allowing single width lanes. • All swimmers are of a similar ability enabling greater control of movement within the pool lanes compared to public swimmers. • All sessions are lane swimming. • All session details sent out to attendees prior to session taking place. • No pre, during, or post swim gathering is permitted. • No land training on poolside is permitted. 	4	2	8	
4	Spread of Coronavirus through spectating	Customers, staff, visitors, athletes, coaches	<ul style="list-style-type: none"> • Spectating is not permitted with the exception of guardians of underage children. Where possible this should be limited to 1 guardian per child. • 37 seats are available to be use in the poolside seating area. Seats will be marked out of use where necessary for social distancing. 	4	3	12	

#	Hazard(s) identified	Who might be affected and how	Existing controls & measures	Severity (a)	Likelihood (b)	Risk Rating (a x b)	Additional control/action required
5	Spread of Coronavirus – pool general	Customers, staff, visitors, athletes, coaches	<ul style="list-style-type: none"> Sanitisation stations will be in place on the entrance to the pool changing rooms and on poolside. The pool chemical levels are set to Free Chlorine 1.5ppm, pH 7.0 as per Swim England Guidance. The air handling system achieves 5 air changes per hour and does not re-circulate air, meaning all air in the pool hall and associated changing rooms are 100% fresh air. 	4	2	8	

Assessor signature: Sophie Hamer	Print name: SOPHIE HAMER	Date: 23/07/2020
--	------------------------------------	----------------------------

Risk Assessment Action Plan

Hazard No.	Action to be taken	By whom	Target date	Review date	Outcome at review date
1	Comms sent out to customers	Matchtight	29/7/2020	30/7/2020	
Responsible manager's signature: Sophie Hamer				Responsible manager's signature:	
Print name: SOPHIE HAMER				Print name:	
Date: 23/7/2020				Date	

Risk Assessment Sign-On Sheet

Sign on Sheet to acknowledge understanding of Risk Assessment:

Names and Signatures of other workers/researchers/PG/UG students

All others undertaking the process described must signify that they understand the hazards and risks.

Print name:	Signature:	Date: