

WATERBEACH PARISH COUNCIL SPORTS PAVILION COVID 19 RISK ASSESSMENT August 2020.

The Pavilion has been closed to users as per the Covid 19 regulations. The following risk assessment recognises that the Government has eased lock down regulations further and envisages trial opening the facility for limited use by sporting clubs.

The Parish Council has carried out this risk assessment of the sports pavilion in order to control the risks to people who may be using the amenity following resumption of activities.

It is essential that the highest standards of health and safety are maintained and that the risk to all those accessing the facility is minimised / eradicated as far as is reasonably deemed possible. If it is not deemed possible to minimise those risks to an acceptable level then the facility will close again until such a time as social distancing and hygiene requirements can be met safely and robustly.

The risk assessment will be shown to all workers / staff doing jobs in the pavilion and given to clubs using the pavilion. It is non negotiable although the Council welcome constructive solutions / suggestions at any time. A current copy of the assessment will be displayed within the facility. It will be reviewed at least every two months during the Covid 19 crisis and until such a time as there are no restrictions on every day activities.

The Parish Council must be satisfied that the risks highlighted below can be mitigated continuously – if not then the pavilion will be closed until such a time as the risk can be mitigated / eradicated.

The facility is not permanently occupied and so is operating on a trust basis. Each club using the pavilion will identify a Covid 19 liaison representative who will be responsible for on-the-day compliance with the requirements and be a contact for the Parish Council.

Failure to comply with the actions / measures within this risk assessment may result in the facility being locked down for all users. The Parish Council reserves the right to lockdown use of the pavilion at any time if users are not adhering to the social distancing regulations or if the government guidance changes.

Area	Activity	Risk Level	Action	Responsibility	Complete / Date
Entrance / Exit	Opening doors – touch surface	H	1 door entry (main pavilion) and exit (fire exit side door) system. Hand sanitisers station at entry Signs reminding people of social distancing and no socialising	Colts/Clubs WPC WPC	
Kitchen	Serving and preparation of food/ refreshments	H	No food storage or preparation permitted. Tap flushing needed – seek legionella tester advice	Colts/Clubs WPC	
Social Area	Socialising after sports fixtures / matches	M	Area only to be used as a through route to the toilets, or for safeguarding purposes, or for emergency first aid if it cannot be undertaken outdoors. Tape off chairs, remove extraneous items Appropriate social distancing signage	Colts/Clubs WPC	
Showers	Showering after sporting activities	H	Closed.	All	
Changing Rooms	Changing in readiness for sporting fixtures / activity	M	Closed.	All	
Referee's room	Changing in readiness for sporting fixtures / activity	L	Closed.	All	
Toilets	Toileting – touch surfaces	H	Covered swing bins for paper towels. Ensure surfaces cleaned regularly on the day signs reminding hand washing / hand washing soap available at all times	Colts WPC	

			2 people queuing in facility at any one time for toilets only	Colts	
Area	Activity	Risk Level	Action	Responsibility	Complete / Date
Cleaning	Surfaces to be cleaned and disinfected – toilets and social area, all handles	H	Weekly clean	WPC	
Waste Disposal	Removal of rubbish from bins including paper towels	M	Clubs to double wrap and leave at the back by ref's room to quarantine All on-the-day litter from pavilion and food packaging from sales to be collected and bagged	Colts	
Water Pipes	Washing / drinking	H	Arrange professional legionella assessment before season starts. Flush all water pipes e.g. taps, showers weekly to prevent build up of legionella / disinfect shower heads	WPC WPC	3 Sept
Soap / hand sanitising soaps	Hand washing	H	Ensure stocks are in place for replenishment / signs reminding people to wash hands Have additional santisier available on the day	WPC Colts	
Covid 19 symptoms	See NHS guidelines for symptoms of Covid 19	H	Anyone, having access to the facility who subsequently becomes aware of Covid 19 symptoms or interacts with person who has tested positive or with symptoms must notify the WPC and the Govt track and trace scheme immediately.	All	

			Deep clean needed before pavilion can be used again		
Area	Activity	Risk Level	Action	Responsibility	Complete / Date
Fire Safety	Fire risk safety	L	Ensure all fire safety equipment has been inspected prior to opening or is within the testing timeframe / emergency lighting is operational / exit doors are accessible	WPC	
1 st Aid Equipment	First Aid Use	L	Ensure equipment is up to date and replenish as required prior to opening / label where housed in pavilion and procedure e.g. accident book to be completed	Colts	