

CPTC RISK ASSESSMENT (COVID-19)

Name of Venue / Coaching Business: Caversham Park Tennis Club	Name of Risk Assessor: CPTC Club Committee	Date of Risk Assessment: 19 July 2020
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This risk assessment is based on a template provided by the LTA.

ID	What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by whom?	Action by when?	Done
1a	Spread of Covid-19 coronavirus - resulting from touching infected surfaces	Members, coaches, players and visitors to the courts.	<p><u>Hand Washing</u></p> <p>Hand washing facilities with sanitiser, soap and water in place. Stringent hand washing taking place. See hand washing guidance. https://www.gov.uk/government/news/public-information-campaign-focuses-on-handwashing</p> <p>Handwashing recommended on arrival and leaving the courts <update 23 Jul> and for players switching court during a club session.</p>	<p>Communication (via email, newsletter and printed notices displayed at the club) reminding members, coaches and visitors to wash hands for 20 seconds with sanitiser or soap and water. Also remind all to catch coughs and sneezes in tissues, i.e. follow the 'Catch it, Bin it, Kill it' advice and avoid touching face, eyes, nose or mouth with unclean hands.</p> <p>To help reduce the spread of coronavirus (COVID-19) remind everyone of the public health advice - https://www.publichealth.hscni.net/news/covid-19-coronavirus</p>	Committee	13 May <Update 23 July>	✓ ✓
1b	Spread of Covid-19 Coronavirus - resulting from touching infected surfaces	Members, coaches, players and visitors to the courts.	<p><u>Cleaning</u></p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly, particularly in areas of high use such as door & gate handles, handrails, light switches & taps, using appropriate cleaning products and methods.</p>	<p>Gate latches locked in place to avoid the need to touch internal gates with hands.</p> <p>Nets set at the correct height and winders removed.</p> <p>Notices indicating one way system for entry and exit to and from courts</p> <p>Toilet cleaning logs maintained in clubhouse.</p>	Committee	13 May	✓
2a	Spread of Covid-19 Coronavirus - resulting from direct person-to-	Committee Members	Committee meetings to be held by means of Zoom video conferencing until further notice.		Committee	13 May	✓

	person contact						
2b	Spread of Covid-19 Coronavirus - resulting from direct person-to-person contact	All people attending the club (members, visitors, coaches and coaching customers, etc)	<p>Instruction to anyone symptomatic (or living in a household with someone else who has a possible or confirmed COVID-19 infection) to remain at home and not come to the club (and to follow NHS and PHE guidance on self-isolation).</p> <p><u>Social distancing (courts)</u></p> <p>Social distancing (2 metres) to be observed at all times, including when playing, changing ends, entering and leaving the courts. No physical contact (e.g. handshaking, high-fives, etc).</p> <p><i><update 23 July></i> Players may use their own marked tennis balls. Where tennis balls are shared, extra care to be taken to ensure no touching of face during play, and handwashing to take place before and after play (using alcohol gel if required).</p> <p><i><update 23 July></i> Where attendance of a (non-participant) parent/guardian is required, this should be off court and limited to one per player where possible. Spectator groups must be restricted to separate six-person group limits and spread out as per social distancing guidelines above.</p>	Communication (via email, newsletter and printed notices displayed at the club) reminding members of these rules.	Committee	13 May <i><update 23 July></i>	✓ ✓
2c	Spread of Covid-19 Coronavirus - resulting from direct person-to-person contact	Club members, visitors, coaches and coaching customers	<p><u>Social distancing (clubhouse)</u></p> <p>Access to clubhouse restricted to one-at-a-time visits to toilet facilities, shelter from adverse weather conditions (maximum of 6 people) <i><update 23 July></i> and access to club balls & floodlight switches (one person at a time).</p>	Communication (via email, newsletter and printed notices displayed at the club) reminding members of these rules.	Committee	12 July <i><update 23 July></i>	✓ ✓

			Kitchen closed until further notice.			
3	Spread of Covid-19 Coronavirus – commercial impact of litigation if a claim was made against CPTC	CPTC	CPTC to follow LTA guidelines which includes Insurance cover. Maintain insurance to offset any liability.		Committee	13 May ✓
4	Sports injuries	Club members, visitors, coaches and coaching customers	Access to First Aid kits (one by washing station and another held in clubhouse)		Committee	13 May ✓

Signed (following Committee approval):

Date: