

## HLTC COACHING RISK ASSESSMENT – COVID-19 – INDIVIDUAL SESSIONS

We recommend that all coaches / venues complete a Covid-19 specific risk assessment. We have initially populated this template risk assessment for you by including a sample entry related to the spread of Covid-19 and to illustrate what is expected. Look at how this might apply to your business / coaching sessions, continue by identifying the hazards that are the real priorities in your case and complete the table to suit your venue. This template is to be used as a guide to completing a full risk assessment at your venue in order to safely open up your courts.

Name of Venue / Coaching Business: Hillside Lawn Tennis Club		Name of Risk Assessor: Chris Johnson		Activity Being Risk assessed: All Sessions with 2 or less participants		Risk Assessment Date: 30/09/2021	
What are the hazards?	Who might be harmed	Controls Required	Control measures to be taken	Action by who?	Action by when?	Done	
Spread of Covid-19 Coronavirus	Coaches, participants in coaching, parents or other spectators	<i>How will you design the timetable to ensure social distancing is maintained at all times?</i>	Sessions are either individual or a pair of players, no more. This minimises the numbers crossing over, making social distancing easy to achieve. The club has placed a one-way system in place which parents/players follow	Coach and parents	Each week	01/07/2020	
		<i>What will you put in place to minimise encounters between people?</i>	Similar to the above, small groups and those participating tend to finish their session upon arrival of the next player so they don't clash at the gate. Once in the club it is easy for those waiting to maintain a distance from those finishing up and leaving.	Coach	Each week	01/07/2020	
		<i>How will you brief participants in advance of the event?</i>	Text/Phone calls	Coach	N/a	01/07/2020	

What are the hazards?	Who might be harmed	Controls Required	Control measures to be taken	Action by who?	Action by when?	Done
		<i>How will you ensure that participants and parents/guardians can remain socially distanced at all times?</i>	One way system – sessions planned to allow participants maximum space between themselves and coach (markers where appropriate etc) parents briefed and advised on the need to stay distanced.	Coach, Participants, parents	N/A	01/07/2020
		<i>How will you limit shared use of equipment (i.e. rackets,)?</i>	All Participants have their own racquets, balls fed in by the coach, no other equipment used is touched/shared by children (markers etc only handled by the coach and locked away between sessions)	Coach, parents, participants	N/A	01/07/2020
		<i>What precautions will you put in place to ensure safety for participants during the event, including good hand hygiene?</i>	Hand gel available at the club and parents bringing gel for their own children. Club introduced one-way system for clubhouse etc, parents keeping a social distance during sessions and not on court.  Instructions issued that only one person is to be in the changing room/toilet at any one time.	Parents, participants, coach	Each Week	01/07/2020
		<i>How will you manage any rain delays?</i>	If mild inclement weather, we play through – more severe weather sessions will be cancelled and resume the following week	Coach, parents	Each Week	N/A

What are the hazards?	Who might be harmed	Controls Required	Control measures to be taken	Action by who?	Action by when?	Done
		<i>How will you ensure that participants can safely leave the site in a socially distanced way?</i>	Similar to previous answers, those finishing tend to leave when those arriving are here and waiting out of the way in a sensible place. This leaves the choke point near the gate free from people to allow people to leave with minimum risk of encountering others.	Coach, parents	Each week	N/a
		<i>How will you clean any equipment (i.e mini tennis nets, orange lines and scoreboards)?</i>	Disinfectant wipes	Coach	Each Week	N/a
		<i>How will you prevent large groups from congregating after the event?</i>	No large groups participating, so this removes the risk.	Coach	Each week	N/A
		<i>Anything else?</i>	N/a			