

# HLTC COACHING RISK ASSESSMENT – COVID-19 – SATURDAY JUNIOR GROUP TENNIS

Name of Venue / Coaching Business: <b>Hillside LTC</b>	Risk Assessor: Head Coach – Mike Taylor	Date of Risk Assessment: <b>14/5/2020</b> Last Updated: 15/08/2020
--	---	---

What are the hazards?	Who might be harmed	Controls implemented or required	Additional action required	Action by who?	Done
Spread of Covid-19 Coronavirus	Members, players and visitors.	<u>Entry to site</u> A one-way system will be put in place around the clubhouse to separate people leaving and arriving. A hand sanitising dispenser will put fixed to the clubhouse wall just inside the entrance gate. The gate to near court 5 will be used in place of the main gate for those attending Saturday junior group coaching.	Signs and posters to be created and displayed  Arrange purchase. Ensure kept filled.  Already arranged.	Chairman  Chairman Clubhouse Manager	TBC  TBC TBC
	Vulnerable groups – Elderly, Pregnant, those with existing underlying health conditions.	<u>Court Booking</u> Instructions issued that all courts must be booked online in advance of attending the site. Online court booking system implemented for all courts with staggered start and finish times leaving a 15-minute gap between sessions. (A 10-minute gap will be used for Saturday Junior tennis lessons.) Members have been asked to avoid booking adjacent courts when possible.	.	Chairman	12/5/2020  14/7/2020
	Anyone else who physically comes in contact with other people in relation to the club.	<u>Clubhouse</u> Instructions issued that the clubhouse is only to be entered if essential to access toilets and, for coaches to access essential equipment.		Chairman	12/5/2020
		<u>Hand Washing</u> Hand washing facilities with soap and water in place in clubhouse. Towels have been replaced with disposable paper towels and notices about hand washing have been displayed. Players have been advised to bring and use their own sanitiser gel, for use outside of the clubhouse. The club has also provided sanitiser at court entrances.	All visitors to the club should use their own hand sanitiser on entry to and exit from the club.	Clubhouse Manager	14/5/2020  Ongoing
		<u>Cleaning</u> Regular cleaning and disinfecting of objects and surfaces that are touched frequently particularly in areas of high use such as door handles, light switches, using appropriate cleaning products and methods. Wipes supplied and instructions given for clubhouse users to wipe areas after use.	Anyone entering clubhouse should ensure all surfaces touched are wiped (including the alarm panel).	Clubhouse Manager  Any club members entering clubhouse	Ongoing

What are the hazards?	Who might be harmed	Controls implemented or required	Additional action required	Action by who?	Done
		<u>General publicity</u> Posters reminding of precautions including social distancing have been displayed on the entrance gate and on the courts and website.		Chairman	14/5/2020
	Participants in Junior tennis, Parents/ guardians.	<u>Recording participants</u> Register of all players kept for every session Contact details of all players is already held on record		Mike Taylor	Ongoing
		<u>Payment handling</u> Option given to pay via bank transfer instead of handling cash. This is highlighted on Junior Newsletter		Mike Taylor	01/08/2020
		<u>On court activities</u> All players and spectators will be required to sanitise their hands on arrival and departure from the club. All tennis drills and games selected will conform to social distancing rules and those games which don't will be avoided. Courts will be laid out at the start of every new session in order to adhere to social distancing. Reminders will be given throughout the sessions for people to remember the guidelines. Club rackets will be cleaned after use and not re-used on the same day Only the coach will handle equipment such as floor markers, basket and other equipment. All players and spectators will leave the premises immediately after their session.		Mike Taylor	01/08/2020
				Mike Taylor	01/08/2020
				Mike Taylor	01/08/2020
				Mike Taylor	01/08/2020
				Mike Taylor	15/08/2020
				Mike Taylor	15/08/2020

What are the hazards?	Who might be harmed	Controls implemented or required	Additional action required	Action by who?	Done
		<p><u>Maximum number of players</u></p> <p>There will be a maximum of 15 junior players over up to 3 courts at any one time plus the coach and helpers</p> <p><u>Social distancing for spectators</u></p> <p>All spectators will be required to sign the attendance book which will be placed in the doorway of the clubhouse. They will be required to give their contact details if the club doesn't already have them.</p> <p>Spectators will be reminded to keep 2 metres apart at regular intervals and there will also be a note on the junior newsletter.</p> <p><u>Managing rain delays</u></p> <p>In the event of bad weather, one of 2 things will happen. Either</p> <ol style="list-style-type: none"> <li>1. All players, coaches and spectators will carry on playing in the same way as if the weather was good.</li> <li>2. Or, all players, spectators and coaches will leave the premises bearing social distancing in mind. <b>NOBODY WILL SHELTER IN THE CLUBHOUSE.</b></li> </ol>		<p>Mike Taylor</p> <p>Mike Taylor</p> <p>Mike Taylor</p>	<p>01/08/2020</p> <p>15/08/2020</p> <p>15/08/2020</p>