

TEMPLATE RISK ASSESSMENT – COVID-19

Name of Venue / Coaching Business: Woodlands North-field	Name of Risk Assessor: Vishal Nayar	Date of Risk Assessment: 16/05/2020
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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.

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	Members, players and visitors to your courts.	<p>Guidance to all members based on LTA recommendations issued by email.</p> <p>Notification that common facilities such as rooms, ball machine and toilets are out of bounds to avoid cross infection.</p> <p>All players to bring their own equipment balls and hand sanitiser.</p> <p>Court entrance: locking and unlocking courts. This is the primary common interface for players to access the courts. Recommend that players sanitise their hands before and after unlocking or locking the courts.</p> <p>Booking system to maintain social distancing</p>	<p>Staff, members, players and visitors to be notified not to use common facilities with notices at entrances</p> <p>Posters, leaflets and other materials are available for display.</p> <p>Investigate, manual or on-line system, decision to adopt system, interim or final. Use 1.5 hour time slots and allow 10 mins to leave the court before next set of players. Determine if one or both courts are available for booking simultaneously.</p>	<p>EMMA to email, drafted by</p> <p>Notices by Vish</p> <p>BY PLAYERS adhoc</p> <p>BY PLAYERS adhoc</p> <p>Committee</p>	All actions by 18 th May 20	