

RISK ASSESSMENT



Risk Evaluation Matrix			LIKELIHOOD			
			VERY LIKELY	LIKELY	UNLIKELY	VERY UNLIKELY
			X4	X3	X2	X1
R I S K	DEATH OR PERMANENT DISABILITY	X4	16	12	8	4
	LONG TERM INJURY OR ILLNESS	X3	12	9	6	3
	MEDICAL ATTENTION OR DAYS OFF	X2	8	6	4	2
	FIRST AID NEEDED	X1	4	3	2	1

Organisation: **Norwich Canoe Club**

Location/Activity: **COVID 19 arrangements**
(To be read in conjunction with WBH,BC and PHE Tier 4 guidance)

Date of Assessment: **30 Dec 2020**

What are the hazards? (List significant hazards)	Who might be harmed?	How they might be harmed	Risk Value (1-16)	What we are already doing? (Current Controls)	Do we need to do anything else to manage this risk? (Further Controls)	Action by whom?	Action by when?	Done
Spread of COVID 19	Club members, Paddlers, visitors, Volunteers. Vulnerable groups- Elderly, those with underlying health conditions. Anyone who comes into contact with other club services	Spread of virus through touch or airborne contamination	6	Hand washing. Hand washing facilities with soap and water available Thorough hand washing takes place where applicable Hand gel sanitiser available at all entry points to the boathouse and the club areas. Hand drying facilities are available.	Members are reminded on a regular basis to wash their hands with soap and water for 20 seconds Members reminded to hand sanitise their hands with Gel before entry to Boathouse and club areas Members made aware to thoroughly dry hands using air driers or paper towels	All paddlers , volunteers and visitors		

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<p>COVID 19 Coronavirus</p>	<p>Club members, Paddlers, visitors,. Volunteers. Vulnerable groups- Elderly, those with underlying health conditions. Anyone who comes into contact with other club services</p> <p>Club members, Paddlers, visitors,</p>	<p>Spread of virus by touching and or coming into contact with contaminated surfaces</p>	<p>6</p>	<p><u>Cleaning :</u> Frequent cleaning and disinfecting objects, equipment and surfaces that are frequently touched or in areas of high use such as light switches, door plates , taps, stair handrails etc with All individuals to ensure hands have been cleaned using hand gel/anti bac wipes before entering and leaving club house. Individuals that open doors, keypad or handles must anti- wipe before opening. Individuals to ensure that stair handrails, any door hand plates ,door locks ,switches and any other toilet infrastructure touchpoints are wiped with anti bac wipes or spray after use .</p> <p><u>Social Distancing :</u> Reduce the amount of people accessing the boathouse /premises for boats and equipment; comply with the 2m spacing recommended by Public Health England.</p> <p>Determine methodology for ensuring that all personnel have access to the Boathouse or water entry/egress points at</p>	<p>Any shared and all club equipment, such as Boats, paddles and buoyancy Aids should be wiped or sprayed with appropriate disinfectant after use.</p> <p>It is the responsibility for individuals to open doors, wipe keypad or handles with anti- wipe before opening.</p> <p>Clive’s contact cleaning” cleans all areas including stairs, rails, switches etc. on a daily basis.</p> <p>Mark out 2m areas if required and provide protocol of how to access Boats and equipment from Boathouse. Also ensure that 2m distancing is maintained on all of the club areas including water entry points, exit points, portage and quay waiting areas.</p> <p>Spreadsheet developed identifying paddlers’ names and allocated times for entry to</p>	<p>All who may be harmed</p>		
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				<p>any one time. Paddlers to ensure hands are clean. Paddlers to only handle and remove their own or club allocated equipment paying attention to cleanliness and social distancing rules. Club coach to check and confirm all club equipment is in good condition, has no known defects and is suitable for use. Social distancing of 2m minimum to be adhered to at all times.</p>	<p>Boathouse. Reduce footfall and maintain 2m social distancing at all times . This includes Inside and outside the Boathouse and on entry points and egress points to the water. Paddlers to only handle and remove their own or club allocated equipment paying attention to cleanliness and social distancing rules. Coaches to observe and monitor 2m social distancing and hand cleaning operation. Allocated coaches to observe and monitor removal and return of club equipment.</p>			
COVID 19 Coronavirus	Club members, Paddlers, visitors,., Volunteers. Those who provide services			<p>Information: Establish an efficient way of informing members and visitors of the standards, expectations and arrangements in place. Register with NHS track and trace App on arrival or sign manual book upstairs.</p>	<p>Extensive Signage and awareness is available regarding Hazards and precautions to be taken. Regular Newsletter sent to all members advising of expectations and any changes to the arrangements.</p>			

DOES THE CONTROL MEASURE MITIGATE THE HAZARDS YES/NO

Approved By: J Frankland NCC Health, Safety and COVID Officer

: J Kilbourne – NCC Secretary and COVID Officer