

Club Name:	Assessment Completed by (name / role):
Maindy Flyers Youth CC	Ben Winstanley Coach / Committee Member
Club Address:	Date Completed
Maindy Leisure Centre, Crown Way, Cardiff	23/07/2020

Covid 19 Supplementary Risk Assessment for Club Activities, Coaching, Instruction and Leadership

Functional Area	Description of the Risk	Who is at Risk						Level of risk (pre-control)			Controls to reduce the Risk <small>(The use of PPE is to be considered a last resort when all other controls have been exhausted)</small>			Level of risk (post-control)			Action Progress		
		P	C	G	H	M	L	H	M	L	H	M	L	Who (name)	When (due)	Complete (date)			
In all cases if attending an existing facility for your activity ensure the facility operators have completed a covid 19 specific risk assessment and that you have been given a copy to understand the extra controls you may require to make your activity safe.																			
Pre-Activity Communication	People not receiving appropriate and accurate information in advance of attending an activity	•	•	•	•					Activity guidelines developed and tested with sample of participants to ensure understanding and appropriate use of terminology Communication regarding session timings and protocol to be emailed to parents and advertised on club Facebook page. Online booking system will be altered to make all sessions pre-book only and for parents/participants to confirm that they understand training cannot be undertaken if any symptoms have been experienced or anyone within their 'bubble' has experienced symptoms and guidelines for the session.				•	Committee	25/26 July 2020			
	Activity guidelines not understood and adhered to by participants	•	•	•	•	•				The importance of listening to the coach will be reinforced here with Zero tolerance to participants which do not adhere, parents to be made aware of the zero tolerance also when signing the child in for a session.				•	Lead Coach each session	Ongoing			
	Adequate information is not provided by participants to perform the track and trace should a rider contract COVID-19	•	•	•	•					Online booking system will collect rider and Parent / Guardian/ Responsible adult data.				•	SJ	27/07/2020			
Area of Activity / Led Ride Route	People gathering, queuing in a confined space and unable to maintain social distancing protocols	•	•	•	•	•				Registration system in place for all activities. Maindy Centre risk assessment allows for social distancing to be adhered to by enforcing a specific entrance and exit routes and clear markings around the edge of the track. Longer periods will be allowed for between sessions to allow ample time for changeover allowing track to be cleared in advance of next sessions arrival. Session times will be communicated to participants and parent ahead of sessions to ensure correct session is attended.				•	Committee	25/26 July 2020			
	Handling of cash and pens will increase likelihood of transmission	•	•	•	•					No cash taken or required at trackside.				•	Lead Coach each session	Ongoing			
	Secure storage of personal belongings creating potential for transfer and migration of disease	•	•							All participants notified to store personal effects in locked vehicles where possible. Personal effects stored in track centre on grass and not handled by Coaches.				•	Committee	25/26 July 2020			
	Activity area lacking appropriate spacing giving limited opportunity for social distancing	•	•	•	•					Adapt activities to meet social distancing requirements. Consider what type of activity can and can not take place during this time				•	Coaches	25/26 July 2020			
	Clear routes to and from activity areas not clearly defined	•	•	•	•					Outer path around track clearly marked for two metre intervals.				•	GLL	27 July 2020			
Task (activities)	Riders failing to maintain correct distance during activity	•	•	•	•					Identify bottle necks where the riders may bunch together, insert additional section of circuit before this and an alternative line around it. Clear instructions given during rider briefing prior to session, alongside warning that any infringements will be dealt with by dismissing people from the track.			•	Coaches	Ongoing				
	Activities which produce direct or indirect contact between riders	•	•	•	•					Avoid activities such as bottle pass, high fives, bunch riding.				•	Coaches	27 July 2020			
	Failing to maintain correct social distance during activity	•	•	•	•					Identify and clearly mark areas for riders to gather whilst the activity lead delivers instructions and feedback, ensuring correct distancing. Avoid activities where the risk of accidents is higher, or manipulate the area and speed to manage the risk.				•	Coaches and Responsible Person	Ongoing			
Loan equipment	Risk of transmission from loan equipment not being suitably cleaned between use	•	•		•					No loan equipment to be used. Will be reviewed when risk is reduced.				•	Committee	28/07/2020	22/07/2020		
Volunteers & Coaches	Volunteers coming in to close contact with participants and spectators	•	•	•	•					Areas for Spectators clearly marked to maintain suitable social distancing measures				•	GLL	27 July 2020			
	Volunteers who would be classed 'at risk' attending the event	•	•	•	•					All volunteers to be reminded of their obligation to self certify suitability to attend the activity, and to notify the club as soon as possible should they feel unsure or are developing symptoms in line with current NHS guidance				•	Committee	25/26 July 2020			
First Aid Provision	First Aid provision unable to exercise correct treatment protocols in line with guidance	•	•	•	•					Ensure first aid provision is correctly qualified and has the necessary additional PPE and supplies to deal with potential covid infected participants				•	Coaches	Ongoing			
	First aid provision unaware of protocols and actions should a person present with acute signs of covid 19 infection	•	•	•	•					Club to ensure first aider is conversant with current NHS guidance on the management of individuals presenting with covid 19 symptoms				•	Coaches	Ongoing			
	First Aid certificate expires during covid period and is unable to be refreshed	•	•	•	•					Verify that first aid cert is within existing guidelines (with extension)				•	Coaches	27/07/2020			
	The requirement to undertake first aid	•	•	•	•					Ensure that the location and activities used are comfortably within the participants capabilities which will reduce the risk of accident to an acceptable level. Low level first aid will not be administered, if coach and rider to come within 2 m coach to wear face mask to reduce risk of infection.				•	Coaches	27/07/2020			

Emergency services response	Activity volunteers unaware of the actions to be taken in an emergency requiring attendance of the emergency services	•	•	•	•	•	•	•	•	All activity volunteers to be briefed on the actions to be taken should the emergency services attend. Access / Exit points to be clearly identified and controlled to ensure these are clear at all times. Nominated person to assist Emergency services, if required	•	•	•	Coaches and Responsible Person	27/07/2020	
Spectators / Parents / Other users	Participants and spectators sharing food and drink increasing the cross contamination potential	•	•	•	•	•	•	•	•	At time of booking attendees will be notified of no food or drink provision being available, with advise to bring sufficient supplies for the activity. Where possible riders to mark their bottles and keep them on the bike.	•	•	•	Committee	25/26 July 2020	
	Parents congregating, or impeding the activity	•	•	•	•	•	•	•	•	Designated viewing area to be marked out with social distancing marking as per current government guidelines. Parents to be asked to wait in the car during sessions where possible.	•	•	•	Committee	25/26 July 2020	
	Participants and parents congregating in parking areas due to high numbers	•	•	•	•	•	•	•	•	All sessions separated by a suitable time gap to allow access and egress safely from parking areas	•	•	•	Committee	25/26 July 2020	
Shared Facilities	Gathering of people within a confined space increasing the risk of infection and preventing social distancing protocols.	•	•	•	•	•	•	•	•	All common areas to be secured and considered non-accessible	•	•	•	Coaches and Responsible Person	27 July 2020	
	Changing and showering facilities creating confined space with no social distancing measures increasing the likelihood of infection	•	•	•	•	•	•	•	•	All participants to be instructed to attend correctly dressed for the activity and to then travel home prior to showering etc.	•	•	•	Committee	25/26 July 2020	
	Toilets creating confined space with many touch points to increase potential for infection	•	•	•	•	•	•	•	•	No toilets to be provided.	•	•	•	Committee	25/26 July 2020	
	Participants need to use the toilet during the activity and younger	•	•	•	•	•	•	•	•	Parents are advised before the session that toilets are unavailable.	•	•	•	Committee	25/26 July 2020	
Equipment	Equipment not being checked prior to use in line with existing standard practice due to fears of contamination	•	•	•	•	•	•	•	•	Ask participants to undertake own checks, under supervision / use effective hand hygiene and social distancing to check bikes, helmets and equipment.	•	•	•	Committee	25/26 July 2020	
	Repairs to equipment required during activity	•	•	•	•	•	•	•	•	No repairs to be undertaken by coaches, parents to attend to all issues.	•	•	•	Coaches	Ongoing	
	Use of specialist emergency equipment	•	•	•	•	•	•	•	•	Replace group shelter with individual bivvy bags; ensure that riders have their own spare clothing, waterproofs and personal medical requirements	•	•	•	Coaches and Responsible Person	Ongoing	
Misc	Accurate records are not kept to allow for track and trace to be performed	•	•	•	•	•	•	•	•	Session attendance data is kept for a minimum of 28 days by software to allow the records kept for the required amount of time.	•	•	•	SJ	27/07/2020	
	Good Hand Hygiene is not possible	•	•	•	•	•	•	•	•	Coaches and participants to bring their own hand sanitiser Riders advised not to touch each other or any potential transmission zones such as the gate or wall.	•	•	•	Committee	25/26 July 2020	
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