



BA SPORTS

After School Club Risk Assessment

What are the hazards?	Who might be harmed and how?	Controls	What further action do you need to consider to control the risks?	Who needs to carry out the action?	When is the action needed by?
Getting or spreading coronavirus by not washing hands or not washing them adequately	Staff Children Parents/Collectors	<p>Follow government guidance on cleaning, hygiene and hand sanitiser</p> <ul style="list-style-type: none"> - Provide hand sanitiser for class bubbles - Discuss the importance of handwashing with children at the beginning of each session - Ensure children and staff regularly wash their hands with soap and water and use sanitiser provided. 	<ul style="list-style-type: none"> - Put in place monitoring and supervision to make sure children are following controls - Put signs up to remind people to wash their hands - Provide information to our workers about when and where they need to wash their hands - Identify when additional hand washing may be needed (i.e. before eating) - If people can't wash hands, provide information about how and when to use hand sanitiser - Make sure people are checking their skin for dryness and cracking and tell them to report to Manager if there is a problem 	After School Club staff Staff Manager Staff Staff Staff	7/9/20

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<p>Getting or spreading coronavirus in common use high traffic areas such as canteens, corridors, rest rooms, toilet facilities, entry/exit points to facilities and other communal areas</p>	<p>Staff Children Parents</p>	<p>Follow government guidance on welfare facilities, canteens etc:</p> <p>Identify:</p> <ul style="list-style-type: none"> ➤ areas where people will congregate, eg classrooms, canteen, reception, kitchen etc ➤ areas where there are pinch points meaning people can't meet the social distancing rules, eg narrow corridors, doorways, storage areas ➤ areas and equipment where people will touch the same surfaces, such as in classrooms, tables, chairs etc ➤ areas and surfaces that are frequently touched but are difficult to clean ➤ communal areas where air movement may be less than in other work areas, eg kitchens with no opening windows or mechanical ventilation 	<p>- Put in place monitoring and supervision to make sure people are following controls put in place, eg following hygiene procedures, washing hands, following one-way systems</p> <p>- Near-miss reporting may also help identify where controls cannot be followed or people are not doing what they should</p>	<p>Staff</p>	<p>Daily</p>

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	<p>Staff</p> <p>Children</p> <p>Parents</p>	<ul style="list-style-type: none"> > Limit the number of children in rooms so that social distancing rules can be met, eg Stick to class bubbles, stagger breaks > reorganise facilities in communal areas such as spacing out tables in rooms so social distancing rules can be met > put in place one-way systems in corridors or regularly used pedestrian traffic routes to manage the flow of people moving around school and to allow social distancing rules to be met > leave non-fire doors open to reduce the amount of contact with doors and also potentially improve workplace ventilation 			

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		<ul style="list-style-type: none"> ➤ keep surfaces, such as sides and tables, in communal areas clear for children to sit and eat at to make cleaning easier ➤ Try to use separate washing facilities and hand sanitiser at accessible places near to where each class bubble is ➤ put signs up to remind people to wash and sanitise hands and not touch their faces ➤ put in place cleaning regimes to make sure high traffic communal areas are kept clean – consider frequency, level of cleaning and who should be doing it 	Staff		
Getting or spreading coronavirus through workers living together and/or travelling to work together	Staff	<ul style="list-style-type: none"> – Identify groups of workers who live together and group them into a work cohort – Identify groups of workers who travel to work together and group them into a work cohort 	Discuss with workers who live and/or travel to work together to agree how to prevent the risks of spreading coronavirus		

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Getting or spreading coronavirus by not cleaning surfaces, equipment and workstations	Children Parents Staff	<p>Use the guidance on cleaning and hygiene during the coronavirus outbreak</p> <ul style="list-style-type: none"> - Identify surfaces that are frequently touched and by many people (often common areas), eg handrails, door handles, shared equipment etc and specify the frequency and level of cleaning and by whom - Reduce the need for people to move around your site as far as possible. This will reduce the potential spread of any contamination through touched surfaces - Avoid sharing work equipment by allocating it on personal issue or put cleaning regimes in place to clean between each user - Identify where you can reduce the contact of people with surfaces, eg by leaving open doors 	<ul style="list-style-type: none"> - Put in place monitoring and supervision to make sure people are following controls, ie are implementing the cleaning regimes implemented - Provide information telling people who needs to clean and when - Provide instruction and training to people who need to clean. Include information on: <ul style="list-style-type: none"> > the products they need to use > precautions they need to follow > the areas they need to clean - Identify how you are going to replenish cleaning products - To ensure social distancing rules are followed 	Staff	Daily

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Contracting or spreading the virus by not social distancing	<p>Customers</p> <p>Contractors</p> <p>Delivery drivers to/from your workplace</p> <p>Visitors</p>	<p>- Identify places where, under normal circumstances, workers would not be able to maintain social distancing rules</p> <p>- Identify how you can keep people apart in line with social distancing rules in the first instance. This may include:</p> <p>-</p> <ul style="list-style-type: none"> > one-way systems > staggering break times > limiting the number of people on site at one time > having allocated time slots for Collectors > using empty spaces in the building for additional rest break areas where safe to do so > implementing 'drop zones' for passing materials between people > 	<p>- Provide information, instruction and training to people to understand what they need to do</p>	Staff	daily

