

England Squash COVID-19 Club Risk Assessment

You should review and update this template in line with the specific situation and circumstances of your club/venue. This may mean adding or removing items from this risk assessment – ultimately it is your responsibility to ensure that this is comprehensive and correct for your club/venue.

Date of assessment	Person Undertaking Risk Assessment (COVID-19 Officer)	Club name	Facility Address	Activity	Risk Assessment issue Number
18 th July 2020	Alastair Hill	Mote Squash Club	Willow Way, Maidstone ME15 7RN	People movement around the club building (utilisation of bar facilities, squash playing and general movement)	01
11 th August 2020				Version 1 updated to include occasional opening of the bar	02
14 th September 2020				Updated to include introduction of Phase 2 bubbles and opening of changing rooms and showers	03
5 th April 2021				Updated for partial re-opening on April 12 th post lockdown – only solo practice, same household, junior coaching. No bar usage or shower/changing room usage.	04
Persons Exposed e.g. Employee(s), Visitor, Member of Public etc.		Maximum Number of People Exposed		Frequency and Duration of Exposure	
Employee(s), volunteers, members		Approx 250 members but maximum occupancy will be in the region of 12 (max 8 playing squash + 1 coach + parent(s))		Squash playing could be up to 3 times a week for up to 1hr. Possible use of changing rooms/showers and bar.	
Level of Risk					
Low		Medium		High	

Identified Risks:

- COVID-19 is highly infectious disease.
- Infection through lack of social distancing (1 metre minimum).
- Infection through droplets from individuals which could subsequently be inhaled into the lungs.
- Infection through touching a surface, object, or the hand of an infected individual that is contaminated with respiratory secretions and then touching their own mouth, nose or eyes.

Additional information can be found here:

- Public Health England Advice - <https://www.gov.uk/government/organisations/public-health-england>
- HSE Guidelines - <https://www.hse.gov.uk/news/coronavirus.htm>
- Safeguarding guidance - <https://thecpsu.org.uk/>

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
GOVERNANCE & MANAGEMENT	Inadequate procedures to keep participants safe	<p><i>Clear COVID-19 secure procedures and policies. Back to Squash guidance from England Squash used as the template for the best practices for managing squash playing. UK government website used to manage bar activities.</i></p> <p><i>Club will publish it's guidance for members and publish on website in line with ES and government advice before re-opening (by 12th Apr'21)</i></p>	x			Yes	
	Inadequate procedures to keep participants safe	<p><i>Updated first aid procedures/protocols in line with current <u>HSE guidance</u>. No resident first aider as club is not manned by staff.</i></p> <p><i>Members advised to go home straight away if they develop any symptoms and to advise club asap so club can initiate any cleaning and any track and trace</i></p> <p><i>Disposable gloves and masks added to first aid box</i></p>	x			Yes	
	Processes not Applied	<p><i>Clear communication with members and process for managing members that do not adhere to processes.</i></p> <p><i>No need to reissue 'Return to Squash' forms as members used to changes in operational conditions. Members reminded of new restrictions in re-opening communication messages</i></p>		x		Yes	
	Members unaware of new infection controls	<p><i>Clear and frequent communications with members. Update members on any changes to guidelines as and when changes occur via club messaging system</i></p> <p><i>Posters placed around the club / courts to re-emphasise the restrictions in play / controls that are in place</i></p>	x			Yes	

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
CLUB ENVIRONMENT	Infection	<i>As the club only has one main access door, is unmanned by staff, and due to the layout of the courts, it is not possible/sensible to instigate one-way flow. The number of people is limited (less than being in a supermarket) and courts are starting at different times</i>	x			n/a	
	Infection	<i>Posters will be put up in the club to remind people of social distancing requirements</i>	x			Yes	
	Infection	<i>The club will be cleaned prior to opening with all contact surfaces being sanitised prior to players and / or staff / volunteers entering the building</i>	x			Yes	
	Infection	<i>It will not be possible or practical to carry out a cleaning schedule for off-court areas throughout the day. The bar will not be opened for use until at least Phase 2 of re-opening (May 17th earliest). Therefore, access to the upstairs bar/kitchen will be off-limits, thereby reducing the need to clean this area. Downstairs off-court areas (excluding changing rooms that will also be closed) to be cleaned on a daily basis (limited touch points) Visual cleaning log to be produced to record cleaning activities</i>	x			Yes	Cleaning log to be checked on ongoing basis to ensure cleaning being carried out
	Infection	<i>All used cleaning wipes and used materials will be disposed of in easily accessible bins near the courts. These will be emptied once a day as part of the cleaning schedule</i>	x			Yes	
	Infection	<i>Numerous hand sanitiser and wipes provided for use by players and staff in addition to hand washing stations.</i>	x			Yes	

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SQUASH COURTS AND GYM AREAS	Infection	Courts will be cleaned prior to players and/or staff entering the building, with touch points sanitised. General clean once per day as part of general cleaning schedule.	x			Yes	
	Infection	The club is not manned by staff and will not be able to be cleaned after each squash court booking. Members will be advised to clean all touch points immediately after their game eg. Door handles, light meter and any touch points on walls		x		Yes	
	Infection	All used cleaning wipes and used materials will be disposed of in easily accessible bins near the courts. These will be emptied once a day as part of the cleaning schedule	x			Yes	
	Infection	Hand sanitiser and wipes provided at courtside for use by players and staff in addition to hand washing stations	x			Yes	
	Infection	Court booking times are 65minute allocations on the booking system. Members are asked to only play for 45mins and to leave 15mins for 'airing', and to book out 2 courts if they wish to play longer. ACTION: Signage required – Alastair		x		Yes	
	Infection	Strict rules in place for how courts can be used including: <ul style="list-style-type: none"> Contactless booking / payment is in place (all courts have been made off-peak and require coins to activate meters) Limited numbers to meet government guidelines (e.g. max 2 per court) Strict limits on the 'type' of activities permitted from 12th April '21 ie. solo practice, same household or junior coaching/ adult 1-2-1 coaching 		x		Yes	
	Infection	Any member in a social bubble should declare this to the Club	x			Yes	

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	Infection	<i>No circuit classes to take place until further notice and so no issues with weights equipment etc</i>	x			n/a	
	Infection	<i>Court meters to be emptied every week. Coins to be bagged and not handled for 3 days to reduce risk of transmission</i>	x			Ongoing action when open	
	Infection	<i>Court windows to be left open for ventilation</i>		x		Yes	
STORE AREAS	Infection	<i>Store areas have not been used for 3mths and so there has been no access to the virus. Store rooms are more like cupboards and so minimal access and minimal cleaning required. No access for members.</i>	x			n/a	
KITCHEN & BREAKOUT AREA	Infection	<i>Kitchen area will remain closed due to the high contamination risk of these areas and the challenges of maintaining social distancing. Signage required</i>	X			Yes	
TOILETS & SHOWERS	Infection	<i>Changing rooms and showers will remain closed Signage required</i>	X			Yes	
	Infection	<i>Toilets included in daily cleaning regime</i>		x		Yes	

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
PLAYERS & STAFF	Infection	<i>Strict rules on players not entering the building if they are unwell or show any COVID-19 symptoms. It is not practicable to put in place a system in an unmanned facility whereby players and staff are asked to complete a self-declaration questionnaire each day prior to entering the building.</i> <i>The health requirements have been clearly called out in the members 'restart communications' and it will be expected that everyone complies with this, as they do for other everyday activities like going to work / supermarket etc</i>	X			Yes	
	Infection	<i>Only club members have access to the club via their passes and these are activated by the Membership Secretary.</i>	x			Ongoing action	
	Infection	<i>Everyone to sign in / out the building to capture all people movements. Develop a register.</i>		x		Yes	Review register on ongoing basis to check ok
	Infection	<i>To reduce sweat droplets adopt the use of sweatbands and regularly change playing kit. Wiping hands on walls or rear glass back wall is prohibited.</i>		x		Yes	
	Infection	<i>Coaches entering the court area must maintain strict social distancing at all times. Court 1 will be used as this allows the best social distancing and also allows 1 parent per child to attend if required</i> <i>Coaches to have completed the mandatory on-line COVID training before 1st coaching session</i>	x			N/A – confirmed that not mandatory	
	Infection	<i>Bring own fluids/refreshments and use own water bottle at all times. No use of communal water fountains. All personal 'waste' (empty water bottles, wrappers etc) to be taken home.</i>	x			Yes	
	Infection	<i>E.g. Players should arrive in kit and no earlier than five minutes before the session start time. Players should exit the building immediately following the end of the session.</i>		x		Yes	

Manager's Signature	Date	Assessment Review Date
Tim Casey (Chairman)		As and when circumstances change during re-opening whilst the virus is considered to be a risk in the community