

Risk Assessment Guidance Pack

Introduction

The template risk assessment is designed to support clubs in their thinking on how they will protect themselves and keep their participants safe during sessions while managing the risk of COVID-19. We recommend all clubs should undertake a basic risk assessment to establish what measures may need to be taken.

We would recommend it is the responsibility of the COVID-19 Officer to ensure that this risk assessment remains up-to-date and in line with current Badminton England and Government guidance (note this guidance is ever evolving).

Risk Assessment Template

The current COVID-19 ‘coronavirus’ outbreak poses a serious risk to individuals. This template assists in identifying the control measures to consider reducing the risk of infections and as part of a proactive monitoring process and checking that preventative and protective control measures are implemented in line with current health and safety guidelines.

Use the template as a guide to complete your own COVID-19 risk assessment. Take into consideration what risks might apply to your club / coaching sessions and 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 complete a full risk assessment for your club / coaching sessions to safely return to playing, you will need to speak with your booking venue to understand their risk assessment.

Please note that the risk and issues highlighted in template is in no way exhaustive and individual circumstances will differ. We recommend that you complete a full risk assessment for your session returning to court. It is critical to complete a Covid-19 risk assessment prior to activity taking place.

A risk assessment is an important document for assessing the health and safety of not only the activities you carry out and equipment you use but also the activities and equipment you provide your members. If you are looking to carry a more detailed plan of future risk you may wish to complete a risk register. This is a simple and effective tool that can help you identify, document, and manage all risks facing your club and not just those relating to health and safety. [Sport England Club Matters](#) can help you explore risk registers in more detail

Badminton specific facilities

We recommend you visit [CIMPSA guidance](#), as it has produced a comprehensive overview of a facility reopening management process

Risk Assessment Form – Template

Session:	General Social Play	Date Completed:	13 th July 2020
Venue:	Roundhegians RFU Sports Hall	Completed by:	James Babington
COVID-19 Officer:	James Babington, Bernie Babington, Hugh Middleton, Emma Caldwell, Simon Tam, Patrick Gillings		

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Social Distancing and spread of COVID-19	Players, coaches, and volunteers	<ul style="list-style-type: none"> All courts to be booked through James Babington via email prior to play Regular visits by COVID-19 officers to ensure social distancing guidelines, and ensure anyone not playing on court must remain at least 2 metres from those playing and each other No bodily contact, including handshakes and high fives No gatherings once training (or games) has finished Players advised to only attend if they do not have any symptoms of COVID-19. https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/ 	Low	James Babington
Use of equipment during session	Players, coaches, and volunteers	<ul style="list-style-type: none"> All players and coaches must bring their own equipment they need for the session Players cannot share equipment Players must only use their own racket(s). Sharing of shuttles - players reminded to have thoroughly washed their hands (in accordance with Government guidance) or use hand sanitiser immediately before and after play. Players to only use shuttles from their designated playing group of 6 No drinking facilities provided, players asked to bring clearly marked bottle which they do not share Equipment bags to be stored behind players playing court and at least 2 metres from the back of the court and any other players Ensure participants take all their belongings with them at the end of the session Players not to use/touch equipment such as nets, posts or floor mops. If they do, hand sanitiser will be available 	Medium	James Babington
Participant	Players, coaches, and	<ul style="list-style-type: none"> Coach/co-ordinator session plan can be delivered in line with completed Risk 	Medium	James Babington

Activity	volunteers	<p>Assessment</p> <ul style="list-style-type: none"> • COVID-19 Officer to communicate playing groups of 6 before session • Direct participants to stay home if they are sick, and if they are displaying symptoms of COVID-19 • Instruct participants to tell you if they are displaying symptoms of COVID-19, have been in close contact with a person who has COVID-19 or have been tested for COVID-19 • Junior sessions only – only one parent/carer to supervise their child/children while following social distancing guidelines 		
Increased risk to participants with underlying medical conditions and BAME groups	Those with underlying health conditions	<ul style="list-style-type: none"> • Junior sessions only – Organiser to identify high risk participants or those from vulnerable groups before session • Share Risk Assessment information before sessions start, allowing these participants to make an informed choice about attending the session 	Low	James Babington
Travelling to session and possible site requirements	Players, coaches, and volunteers	<ul style="list-style-type: none"> • Must travel to venue by car either on own or with members of the same household only • If using public transport, they must ensure that face coverings are worn • Do not use the venue's changing areas. Toilets can be used, but preferably only in emergency. 	Low	James Babington
Entry and exit to building	Players, coaches, and volunteers	<ul style="list-style-type: none"> • Entry and exit will be via a designated entrance communicated in advance • Participants must arrive at the venue for the allotted start time of the session • Participants must, on entry and exit from the facility, use the hand sanitizer gel to clean their hands when using the Hand Sanitizer station provided at the entry/exit point • On entry to the venue, participants/coaches enter and go straight to their assigned court and seating area • If there is another session booked on at the end of yours, then everyone must leave the site by the grey door next to Court 1, closing the door but leaving it unlocked. If there isn't anyone following you then please ensure the grey door is locked and exit through the Main Door, and ignore the one-way system. 	Medium	James Babington

Cross infection through Poor hygiene	Players, coaches, and volunteers	<ul style="list-style-type: none"> • Covid-19 officer to supply hand sanitiser and make available on entrance to the hall and back of courts – players to apply regularly through session. 	Medium	James Babington
Provision of first aid	Players, coaches, and volunteers	<ul style="list-style-type: none"> • Any treatment will be via participant self-management, with a First Aid box supplied within the venue. • There is a mask and gloves added to the First Aid box. 	Low	James Babington