

Club Name:	Assessment Completed by (name / role):
Port Talbot Wheelers	Les Thomas Secretary / Club Coach
Club Address	Date Completed
Taibach Community Centre. Duke Street, Taibach, Prt talbot	25/07/2020

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 (The use of PPE is to be considered a last resort when all other controls have been exhausted)	Level of risk (post-control)			Action Progress		
		P	C	G	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, published and tested with sample of participants to ensure understanding and appropriate use of terminology			●	L Thomas	26/07/2020	
	Activity guidelines not understood and adhered to by participants	●	●		●						●	Club Captains	26/07/2020	
Club Runs	People gathering, at the Plaza failing to maintain social distancing protocols.	●	●	●		●		Club rides Gather on the other side of the road from the Plaza. Club officials to ensure social distancing measures in place.			●	Club Captains	26/07/2020	
	Club rides risk of Infection from other riders.	●	●		●			All participants required to confirm verbally that neither they or their family have had any COVID19 symptoms before commencing rides. The affirmation to be recorded by the ride captains before. LT to prepare form for use and system trialled.			●	Club Captains	every ride	
	Exceeding the gathering of 30 riders at the Café/ on the ride	●	●		●			Confirm the number of participants on both rides and consider separate café locations if numbers are high.			●	Club Captains	every ride	
	Infection from other riders	●	●		●			Enforce "No Spitting/ Snotting or move to the last row			●	Club Captains	every ride	
	Vulnerable members	●	●		●			Ensure understanding and Enforce shielding guidelines -			●	Club Captains	every ride	
	Café Stop	●	●	●		●		Ensure participants follow Establishment's COVID requirements			●	Club Captains	every ride	
Volunteers and Participants	Volunteers and participants who would be classed 'at risk' attending the event	●	●		●			All volunteers and participants 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			●	Club Captains	every ride	

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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			●	Club coaches	every ride	
	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		●		Club First aid Support	30/07/2020	
Hydration / Fuelling	participants sharing food and drink increasing the cross contamination potential	●	●			●		Participants to be reminded that no food or drink to be shared, with advice to bring sufficient supplies for the activity			●	L Thomas	26/07/2020	
Club Nights	Confirm Taibach Community Centre risk assessment requirements and ensure attendees are made aware of guidelines	●	●			●		All participants required to confirm verbally that they have read and understood the Community centre guidelines and that neither they or their family have had any COVID19 symptoms before commencing rides. The affirmation to be recorded by the ride captains before. LT to prepare form for use and system trialled.			●	L Thomas	First Club Night	
	Toilets creating confined space with many touch points to increase potential for infection	●	●			●		Controlled access to toilet facilities to maintain low numbers to enable correct social distancing. Cleaning regime to be confirmed with community centre staff			●	L Thomas	First Club night	
	Closde proximity in the Kitchen	●	●			●		Control access to the Kitchen. Only one person at a time to be in kitchen			●	Club Officials	Each night	
	Cross contamination whilst making Tea Coffee Etc.	●	●		●			Ensure hand sanitiser is used prior to handling any tea/coffee making equipment.			●	Chris Jones	First Club Night	
		●	●	●	●	●			●	●	●			
		●	●	●	●	●			●	●	●			
		●	●	●	●	●			●	●	●			