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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | Southampton University Ladies Cricket Club return to activity on the 29th March (changes in red) | | **Date** | 23/03/2021 |
| **Committee Member (Name and Role)** | Melissa Story - President | **Assessor *(Name, Role and position to qualify sign off of document i.e. Coach)*** | Graham Dodsworth, ECB level 2 coach | |
| ***Link to Relevant ECB guidance*** | * <https://resources.ecb.co.uk/ecb/document/2021/03/18/3245da71-23c0-463d-a09f-9cee00fde3c7/Playing_Plan_Summary_June-2021.pdf> * <https://resources.ecb.co.uk/ecb/document/2021/03/19/8c2a6fa1-b418-4115-b94a-523319e6c9ee/ECB_COVID-19_Roadmap_Final-1-.pdf> * <https://resources.ecb.co.uk/ecb/document/2021/03/18/69e801da-9006-4616-a8ed-75438857f8d2/Socially-Distanced-Cricket-Matches_July-2021.pdf> | **Signed off** | Graham Dodsworth | |

**COVID-19: Advice, guidance and Risk Assessment for Clubs and Societies**

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal. Please see below for a checklist guidance to help Clubs, Societies and students to understand how to participate to activities safely during the coronavirus pandemic.

Covid-19 Activities Check List for Clubs and Societies:

☐ *Read the latest Government updates and guidelines*

☐ *Appoint a lead on health and safety within your committee (This person needs to complete Health & Safety online training, the Risk Assessment completion training and be updated on the latest COVID-19 overview/guidance)*

☐ *Review and update existing Risk Assessments to include COVID-19 risk management or review and submit and additional COVID-19 Risk Assessment covering additional risks*

☐ *Share the results of the risk assessment with your members and on your website and Groups Hub, this must be available for download.*

☐ *Check in advance if the facilities you want to use have reopened and their guidance for returning to activity*

☐*Register any activities that your club is planning to organise on SUSU website at least 5 working days before the activity will take place*

☐ *Check the RA of any venue/location or facility where the Club or Society intend to hold the event and share guidance with members*

☐ *The activity can go ahead once you have received the confirmation from SUSU staff.*

As a SUSU affiliated Club or Society, you must protect people from harm. This includes taking reasonable steps to protect your members and others from coronavirus. This risk assessment will help you manage risk and protect people. In this Risk Assessment we expect you to:

* Identify what activity or situations might cause transmission of the virus;
* Think about who could be at risk
* Decide how likely it is that someone could be exposed
* Act to remove the activity or situation, or if this isn’t possible, control the risk.
* This is a draft copy of a generic Risk Assessment for dealing with the current Covid-19 situation. It is not likely to cover all scenarios and each Club or Society should consider their own unique circumstances.

| **Hazard** | **Action** | **Who might be harmed?**  **(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | |  | **Residual** | | | **Further controls (use the risk hierarchy)** |
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| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |
| Covid-19 | 1. Hand washing | * Clubs/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **1** | **5** | **5** | * Providing hand sanitizer around the environment, in addition to washrooms * Frequently cleaning and disinfecting objects and surfaces that are touched regularly, especially equipment in-between use by different people * Enhancing cleaning for busy areas * Setting clear use and cleaning guidance for toilets * Providing hand drying facilities – either paper towels | **1** | **3** | **3** |  |
| Covid-19 | 2. Social Distancing | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **2** | **5** | **10** | Social Distancing - Reducing the number of persons in any activity area to comply with the 2-metre gap recommended by the Public Health Agency  <https://www.publichealth.hscni.net/news/covid-19-coronavirus>  <https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people> | **2** | **3** | **6** | * Putting up signs to remind members and visitors of social distancing guidance * Using cones to mark areas to help people keep to a 2m distance * Switching to members engaging by appointment only / ticketed activities * Arranging one-way traffic through the location. Face masks should be worn at all times in University affiliated buildings and members should stay 2m away from staff members for both parties’ safety. |
| Covid-19 | 3. Social Distancing – Where people are unable to keep required distance | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | People should keep a distance of "one metre plus" this means staying a minimum of one metre apart, while observing precautions to reduce the risk of transmission for example people must purchase a sports pass and book onto sessions so that sport and wellbeing can keep track of numbers.  All members should purchase a sports pass and book into sessions so numbers in attendance can be tracked. The max number of attendees is 12, with the hall split into 2 separate groups of 6. | **2** | **5** | **10** | * Where it’s not possible for people to be 2m apart, you should do everything practical to manage the transmission risk by: * Considering whether an activity needs to continue for the Club/Socs to operate * Keeping the activity time involved as short as possible * Using screens or barriers to separate people from each other * Using back-to-back or side-to-side sitting whenever possible * Staggering arrival and departure times * Reducing the number of people each person has contact with by using ‘fixed teams or partnering’ |
| Covid-19 | 4. Movement around Buildings | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * Reducing movement by discouraging non-essential trips within buildings and sites.  Face masks must be worn at all times around the building. * Reducing task rotation and equipment rotation, for example, single tasks for the activity. * Reducing the number of people in attendance at site inductions and consider holding them outdoors wherever possible with social distancing. | **2** | **3** | **6** | * When collecting equipment from wide lane reception for games or training only 1 individual should go, and a face covering must be worn, and hands must be sanitised. * As per ECB guidelines (<https://resources.ecb.co.uk/ecb/document/2021/03/19/8c2a6fa1-b418-4115-b94a-523319e6c9ee/ECB_COVID-19_Roadmap_Final-1-.pdf>) no changing rooms should be used so no person should enter any buildings apart from to pick up equipment or use the toilets. |
| Covid-19 | 5. Explain the changes you are planning to make your activity Safely | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity |  |  |  | * Ensure the RA is uploaded on Groups Hub and request your members download and read it. * Use your social media and Club/Society communication channel to make all the members aware about the changes in your activities and encourage the to take all the precautions. * Ensure every activity starts with a reminder of key COVID-19 precautions and how to maintain them * Ensure participants are aware of the consequences of not complying with guidance (i.e. exclusion from activity) |  |  |  | * Thoroughly clean all equipment, wash hands and social distance at the beginning, during and after any match or training session * As per ECB guidelines outdoor participation of no more than 30 people means that sign-up sheets will be used for training sessions throughout term 3. * Students at home shouldn’t return to campus until on-campus teaching resumes however if a student feels they need to return they should sign up for COVID-19 saliva testing here <https://www.southampton.ac.uk/coronavirus/covid-testing.page> * Everyone must book into training sessions via the sport and wellbeing app if they aren’t booked on they will be asked to leave * https://resources.ecb.co.uk/ecb/document/2021/03/19/8c2a6fa1-b418-4115-b94a-523319e6c9ee/ECB\_COVID-19\_Roadmap\_Final-1-.pdf |
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| Covid-19 | 6. Protecting people who are at higher risk You should think about | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **4** | **5** | **20** | * Ask members to clarify if they have any specific health conditions which may put them in the ‘at risk’ category * Planning for people who are unable to engage in person * Provide meaningful alternative activity for those who are shielding * Helping members at increased risk to engage from home, either in their current role or an alternative role * Planning for members who need to self-isolate. | **2** | **5** | **10** |  |
| Covid-19 | 7. Symptoms of Covid-19 | * Club/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **4** | **5** | **20** | * If member becomes unwell with a new continuous cough or s high temperature they will be sent home and advised to follow the stay at home guidance. * Committee Members will maintain regular contact with members during this time.      * If advised that a member has developed Covid-19 and that they were recently in contact with member, the Club/Socs committee will contact SUSU Activities Team and will encourage the person to contact Public Health England to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken. <https://www.publichealth.hscni.net/> | **3** | **5** | **15** | * Planning for people who are unable to engage in person * Provide meaningful alternative activity for those who have someone shielding in their household * Helping members at increased risk to engage from home, either in their current role or an alternative role * Offering people the safest available roles in an activity * Planning for members who need to self-isolate. |
| Covid-19 | 8. Face coverings | * Club/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity |  |  |  | Public Health guidance on the use of PPE (personal protective equipment) to protect against COVID-19 relates to health care settings. In all other settings individuals are asked to observe social distancing measures and practice good hand hygiene behaviours  Where PPE is a requirement for risks associated with the work undertaken the following measures will be followed-   Tight-fitting respirators (such as disposable FFP3 masks and reusable half masks) rely on having a good seal with the wearer’s face. A face fit test will be carried out to ensure the respiratory protective equipment (RPE) can protect the wearer.  Wearers must be clean shaven. |  |  |  | * Planning for people working and support the club/Soc at home who have someone shielding in their household; helping members at increased risk to work from home, either in their current role or an alternative role; * Face coverings that cannot be adequately disinfected (e.g. disposable half masks) should not be used by more than one individual. * When travelling to training or games and moving sport and wellbeing buildings face coverings should be used.   Reference <https://www.hse.gov.uk/news/face-mask-ppe-rpe-coronavirus.htm> |
| Covid-19 | 9. Mental Health | * Club/Soc Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * Committee members will promote mental health & wellbeing awareness to members during the Coronavirus outbreak and will offer whatever support through training such as WIDE * Committee to share relevant support services to members i.e. Student Services, Security, Enabling Team, Advice Centre, Emergency Services | **2** | **4** | **8** | * Regular communication of mental health information and SUSU policies for those who need additional support. |
| Covid-19 | 10. Physical Activities | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * Ensure regular review of Government guidelines before engaging in physical activities * People can now participate in organised outdoor activity providing they observe social distancing. | **2** | **5** | **10** | * If someone is planning to exercise or take part in some activity in as part of a group, they should familiarise themself with all the government guidance around social distancing and hygiene, in particular. * We will share the ECB guidance for participating in cricket activity to all members which can be seen here. <https://resources.ecb.co.uk/ecb/document/2021/03/18/69e801da-9006-4616-a8ed-75438857f8d2/Socially-Distanced-Cricket-Matches_July-2021.pdf> |
| Covid-19 | 11. Travelling for physical activity | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity |  |  |  | * You can travel for physical activity. Ideally use your nearest, local appropriate venue to reduce pressure on transport infrastructure. * You can travel to outdoor open space irrespective of distance. * You shouldn’t travel with someone from outside your household unless you can practise social distancing - for example by cycling. It is not possible to practice effective social distancing in small vehicles. You should consider all other forms of transport before using public transport. * Leaving your home - the place you live - to stay at another home is not allowed. * Continue to review guidelines prior to traveling |  |  |  | * As per ECB guidance found here: <https://resources.ecb.co.uk/ecb/document/2021/03/19/8c2a6fa1-b418-4115-b94a-523319e6c9ee/ECB_COVID-19_Roadmap_Final-1-.pdf> travel to participate in cricket related activities should follow all current government guidance. * Travelling to training will be the responsibility of the induvial and the club will not organise any travel for this. |
| Covid-19 | 12. Sharing equipment (sport and non-sport) | * Club/Socs Members * Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions * Anyone else who physically comes in contact with you in relation to your activity |  |  |  | * We expect you to follow sensible precautions and clean in between users, and to follow [COVID-19 Secure guidelines](https://www.gov.uk/coronavirus?gclid=EAIaIQobChMIn_XC1OTe6QIVCLLtCh19cABWEAAYASAAEgJJO_D_BwE) * Avoid sharing cricket equipment where possible |  |  |  | * We have anti-bac wipes to wipe down balls (every 20mins or 6 overs whichever comes soonest), cricket pads and bat grips (between users). * We should limit sharing of equipment however, If sharing equipment is required, including balls, you should wash your hands thoroughly before and after use, as well as all the equipment used.  (<https://resources.ecb.co.uk/ecb/document/2021/03/18/3245da71-23c0-463d-a09f-9cee00fde3c7/Playing_Plan_Summary_June-2021.pdf>) |
| Covid-19 | 13.Sharing cricket balls | •Club/Socs Members  •Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions  •Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * As Per the ECB guidelines Use hand sanitiser every 6 overs or 20 minutes whichever comes sooner. * Clean the ball with antiseptic wipes regularly * Every member should use their own ball where possible * No saliva should be put on the ball at any time | **2** | **3** | **6** | * Avoid touching the face after touching the cricket ball until you sanitise your hands. * If someone mistakenly puts saliva on the ball the ball must be cleaned immediately, and everyone must sanitise their hands * Encourage use of sweatbands on wrists to limit contact with face and transmission of sweat onto the ball |
| Covid-19 | 14.Training sessions | •Club/Socs Members  •Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions  •Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * As per the ECB guidelines we will train in groups no larger than 30 * All participants will be told to complete a personal symptom check before attending any session * Everyone who attends the session will have to fill in contact details to help with NHS track and trace * When training social distance should always be kept * People will have to sign up prior to the session so we can keep track of numbers | **2** | **3** | **6** | * Batters should also run 2 meters apart when running up and down the pitch/ nets * All training and matches must occur outside * Hand sanitiser must be used before any drink or food * Travel to training will be the individuals responsibility and they should follow all government guidance |
| Covid-19 | 15. Wessex Outdoor Premier League – Taking place at wide lane sports ground  Members of SULCC partake in men’s WOPL so necessary to include here. | Club/Socs Members  •Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions  •Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * Everyone should sanitise hands regularly and keep distance from others * Do not arrive earlier than 10 minutes before the scheduled start of the game * Anyone with pre-existing health conditions should let the committee or the relevant captain know * Members should come already changed * AS per ECB guidelines during games members must remain 2 meters apart or 1 meter apart if in the slips * Social distance should be maintained when celebrating wickets * The ball should go back to the bowler immediately | **2** | **3** | **6** | * Everyone should follow all sport and wellbeing advice surrounding use wide lane * We will sanitise all equipment used by the club * We will tell everyone to do a personal symptom check before every game * The umpire should not touch the ball * A sanitisation break every 20 mins or 6 overs whichever comes sooner * Captains are responsible for keeping a record of who and played when to comply with track and trace * <https://resources.ecb.co.uk/ecb/document/2021/03/18/3245da71-23c0-463d-a09f-9cee00fde3c7/Playing_Plan_Summary_June-2021.pdf> |
| Covid-19 | 16. Pre-season week at wide lane sports ground 05th April to the 9th April  -  Members of SULCC partake in men’s pre-season so necessary to include here. | Club/Socs Members  •Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions  •Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * Everyone should sanitise hands regularly and keep distance from others * Anyone with pre-existing health conditions should let the committee or the relevant captain know * Members should come already changed * AS per ECB guidelines during games members must remain 2 meters apart or 1 meter apart if in the slips. * As per ECB guidelines we will train in groups no larger than 30 in a socially distanced way this means that throughout this week squad 1 (30) and squad 2 (30) will remain completely separate throughout the training sessions and nets | **2** | **3** | **6** | * We will organise a google doc to separate squad 1 and 2 to keep track of numbers but also to gain contact information for track and trace * There will be regular sanitation breaks every 20 minutes * Travel to and from wide lane will be the responsibility of the induvial and should follow all current government guidance * Batter should run 2 meters apart when running up and down the outdoor nets * The club will provide adequate hand sanitiser and wipes to use throughout the week * Encourage members to take University Saliva tests if available before and throughout this week * No food or drink will be provided by the club in line with ECB guidelines |
| Covid-19 | 17. Playing Outdoor matches | Club/Socs Members  •Vulnerable groups – Elderly, Pregnant members, those with existing underlying health conditions  •Anyone else who physically comes in contact with you in relation to your activity | **3** | **5** | **15** | * Everyone should sanitise hands regularly and keep distance from others * Anyone with pre-existing health conditions should let the committee or the relevant captain know * Members should come already changed * AS per ECB guidelines during games members must remain 2 meters apart or 1 meter apart if in the slips. * Members should wear face masks when in buildings or travelling to games * Bowlers should not hand anything to the umpires | **2** | **3** | **6** | * Sanitation breaks every 6 overs or 20 minutes whichever comes sooner * The club will provide hand sanitiser which is always kept behind the stumps during the game * Travel to games is the individuals responsibility and should follow all recent government guidance * Encourage members to take regular saliva tests throughout the week to help contain the spread and reassure opposition clubs * When playing away it’s the captains responsibility to fill in all track and trace information * The ball must return to the bowler immediately and not be passed around the field * No food will be prepared |

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| ***PART B – Action Plan*** | | | | | | |
| **Risk Assessment Action Plan** | | | | | | |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | **Review date** | **Outcome at review date** | |
| 1 | Ensure enough hand sanitiser and antiseptic wipes are purchased for training sessions and matches in term 3 | President and Vice-President | 29/03/2021 | 29/03/2021 |  | |
| 2 | Ensure this risk assessment is shared with members | Secretary | 29/03/2021 | 29/03/2021 |  | |
| 3 | Gather information from any member with underlying health conditions | Welfare Sec | 29/03/2021 | 29/03/2021 |  | |
| 4 | Constantly review government and ECB guidance updating this risk assessment along the way | President | 12/04/2021 | 12/04/2021 |  | |
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| Responsible Committee members signature: | | | | Responsible Assessor signature: | | |
| Print name: Melissa Story | | | Date:22/03/2021 | Print name: Graham Dodsworth  Image.jpeg | | Date:23/03/2021 |

**Assessment Guidance**

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| 1. Eliminate | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| 1. Substitute | Replace the hazard with one less hazardous | If not possible then explain why |
| 1. Physical controls | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well |
| 1. Admin controls | Examples: training, supervision, signage |  |
| 1. Personal protection | Examples: respirators, safety specs, gloves | Last resort as it only protects the individual |

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| **LIKELIHOOD** | 5 | 5 | 10 | 15 | 20 | 25 |
| 4 | 4 | 8 | 12 | 16 | 20 |
| 3 | 3 | 6 | 9 | 12 | 15 |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 1 | 1 | 2 | 3 | 4 | 5 |
|  | | 1 | 2 | 3 | 4 | 5 |
| **IMPACT** | | | | |

Risk process

1. Identify the impact and likelihood using the tables above.
2. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.
3. If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable.
4. If the residual risk is green, additional controls are not necessary.
5. If the residual risk is amber the activity can continue but you must identify and implement further controls to reduce the risk to as low as reasonably practicable.
6. If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced.
7. Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.
8. The cost of implementing control measures can be taken into account but should be proportional to the risk i.e. a control to reduce low risk may not need to be carried out if the cost is high but a control to manage high risk means that even at high cost the control would be necessary.

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| Likelihood | |
| 1 | Rare e.g. 1 in 100,000 chance or higher |
| 2 | Unlikely e.g. 1 in 10,000 chance or higher |
| 3 | Possible e.g. 1 in 1,000 chance or higher |
| 4 | Likely e.g. 1 in 100 chance or higher |
| 5 | Very Likely e.g. 1 in 10 chance or higher |

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| Impact | | Health & Safety |
| 1 | Trivial - insignificant | Very minor injuries e.g. slight bruising |
| 2 | Minor | Injuries or illness e.g. small cut or abrasion which require basic first aid treatment even in self-administered. |
| 3 | Moderate | Injuries or illness e.g. strain or sprain requiring first aid or medical support. |
| 4 | Major | Injuries or illness e.g. broken bone requiring medical support >24 hours and time off work >4 weeks. |
| 5 | Severe – extremely significant | Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work. |