|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Water Polo** | | **Date** | **28/8/2020** |
| **Club/Society** | **Southampton University Water Polo Club** | **Assessor** | **Samuel Pina, President** | |
| **President** | ***Samuel Pina*** | **Signed off** | ***Samuel Pina & Charlotte Davis*** | |

| ***PART A*** | | | | | | | | | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **(1) Risk identification** | | | | | | **(2) Risk assessment** | | | | | | | | **(3) Risk management** | | | | | | | |
| **Hazard** | | **Potential Consequences** | | **Who might be harmed**  **(user; those nearby; those in the vicinity; members of the public)** | | **Inherent** | | | | |  | | | **Residual** | | | | | **Further controls (use the risk hierarchy)** | | |
| **Likelihood** | **Impact** | | **Score** | | **Control measures (use the risk hierarchy)** | | | **Likelihood** | **Impact** | | **Score** | |
| **Lack of education on Covid-19** | | * Club members who do not know the procedures before participating in training may put themselves at risk of Covid-19 * Poor communication on the proper way to train will increase this risk | | * All club members | | | **3** | | **4** | | **12** | **Communication**   * Regular communication with members before they return to the water. Video calls/ club social media posts to prepare parents and athletes for the session and environment expectations. * Coaches/ Captains to have clearly defined and planned session plans adhering to all poolside and technical delivery guidance of Water Polo, as per the Swim England guidance. * Covid-19 Officer to have engaged with the facility operator to ensure all social distancing and hygiene measures have been put in place and will be present on arrival. * Club delivery team briefing ahead of any session taking place to ensure all coaches and volunteers know what the rules of engagement for the session are, along with understanding of any injury or illness protocols in the event of an emergency. | | | **2** | | **2** | | **4** | * All should reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. * Also reminded to catch coughs and sneezes in tissues. Follow Catch it, Bin it, and Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. * Tissues will be made available * Report any problems and carry out skin checks as part of a [**skin surveillance programme**](https://www.hse.gov.uk/skin/professional/health-surveillance.htm). * To help reduce the spread of coronavirus (Covid-19) reminding everyone of the [**Public Health Advice**](https://www.publichealth.hscni.net/news/covid-19-coronavirus). | |
| **Maintaining social distancing throughout facility** | | * Upon entering the facility for training social distancing rules could be broken as athletes head to training | | * Athletes * Coaches * Lifeguards | | **2** | **5** | | **10** | | **Facilities**   * Connect with facility provider to understand their guidance for return to water and that of swim England. Identify differences and work with the government guidance to mitigate against risk. * Consider changing room signage to be in place before session starts.      * Ensure appropriate sign in and sign out process is in place for sessions to manage members | | | **2** | **3** | | **6** | | * Using floor tape or paint to mark areas to help people keep to a 2m distance * Arranging one-way traffic through the location if possible | | |
| **Maintaining hand washing procedures** | | * The spread of Covid-19 is facilitated through irregular hand-washing habits | | * All club members * Vulnerable groups—those with underlying health conditions | | **1** | **5** | | **5** | | **Hand washing**   * Hand washing facilities with soap and water in place. * Stringent hand washing taking place. * See [**hand washing guidance**](https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/). * [**Drying of hands with disposable paper towels**](https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/).      * Gel sanitisers in any area where washing facilities not readily available. * Reminders to all members, coaches and volunteers regarding the use of Water Polo equipment and the management of it, before, during and after the session has been completed. | | | **1** | **3** | | **3** | |  | | |
| **Maintaining Social distancing** | | * Ignoring social distancing rules may result in the spread of Covid-19 | | * All club members * Other pool users | | **2** | **5** | | **10** | | **Social distancing**   * Social distancing – reducing the number of persons in any pool area to comply with the 2-metre (6.5 foot) gap recommended by the [**Public Health Agency**](https://www.publichealth.hscni.net/news/covid-19-coronavirus). * [**Social distancing for vulnerable people**](https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people). * Conference calls to be used instead of face to face meetings. * Social distancing also to be adhered to in reception area and changing area. | | | **2** | **3** | | **6** | |  | | |
| **Symptoms of Covid-19** | | * The mismanagement of those who show symptoms of Covid-19 may cause it to further spread | | * All club members * Other pool users | | **4** | **5** | | **20** | | * If anyone becomes unwell with a new continuous cough or a high temperature they will be sent home and advised to follow the stay at home guidance. * Designated Covid-19 Officer will maintain regular contact with committee members during this time. * Committee Members will maintain regular contact with members during this time. | | | **2** | **5** | | **10** | | * Planning for members who need to self-isolate. | | |
| **Equipment sharing by athletes** | | * The shared use of water polo balls and other equipment may lead to the spread of Covid-19 | | * Athletes * Coaches | | **3** | **5** | | **15** | | * All sharing of equipment by athletes will be prohibited. * Water bottles will not be shared and clearly labelled. * Equipment that is not frequently used is locked away or in a designated storage space. * Athletes take personal training kit home each day and are responsible for cleaning this | | | **2** | **5** | | **10** | | * Balls used by individual athletes will be wiped down after use and hands should be washed down thoroughly before and after use | | |
| **Use of Changing rooms/toilets** | | * Close proximity of pool users changing increases the risk of catching Covid-19 | | * Athletes * Coaches      * Other pool users | | **4** | **5** | | **20** | | * Follow Swim England Club Framework and procedures and share with members * If changing rooms are not in use, athletes to shower prior to arriving at training and arrive dressed and ready to train * If changing rooms are not in use, athletes to have clearly marked allocated space on poolside | | | **1** | **4** | | **4** | |  | | |
| **Travel to and from training** | | * Car sharing to training between club members may break social distancing rules | | * Athletes | | **3** | **5** | | **15** | | * No car sharing from outside of your household is permitted | | | **1** | **4** | | **4** | |  | | |
| **Health survey and declaration** | | * Players not understanding the measures that ensure they comply with social distancing | | * Athletes * Other pool users | | **2** | **5** | | **10** | | * All players MUST sign letter to state that they will comply with measures outlined here if they want to play * Having all members complete the health survey and declaration prior to returning to the water to ensure we are putting certain measures in place to minimise the risk to participants. | | | **2** | **3** | | **6** | |  | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ***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** | |
|  |  |  |  | |  |  | |
|  |  |  |  | |  |  | |
|  |  |  |  | |  |  | |
|  |  |  |  | |  |  | |
|  |  |  |  | |  |  | |
|  |  |  |  | |  |  | |
|  |  |  |  | |  |  | |
| Responsible manager’s signature: **Samuel Pina** | | | | | Responsible manager’s signature: ***Charlotte Davis*** | | |
| Print name: SAMUEL PINA | | | | Date:7/9/20 | Print name: CHARLOTTE DAVIS | | Date: 7/9/20 |

**Assessment Guidance**

|  |  |  |  |
| --- | --- | --- | --- |
| 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 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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** | | | | |

|  |  |  |
| --- | --- | --- |
| 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. |

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.

|  |  |
| --- | --- |
| 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 |