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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Netball (Bluetits Medics Netball Club)** | | **Date** | 28/3/21 |
| **Committee Member (Name and Role)** | Alexandra Thomas: Club Captain | **Assessor *(Name, Role and position to qualify sign off of document i.e Coach)*** |  | |
|  |  | **Signed off** |  | |

**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 has to 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)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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 – if individuals are waiting to play they must be 2m apart (if not possible 1+m with masks).  [https://www.publichealth.hscni.net/news/covid-19-coronavirus](https://www.publichealth.hscni.net/news/covid-19-coronavirus" \t "_blank)  [https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people](https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people" \t "_blank) | **2** | **3** | **6** | * Putting up signs to remind members and visitors of social distancing guidance * Avoiding sharing workstations and equipment * 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 * Switching to members engaging by appointment only / ticketed activities |
| 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. | **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. * 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** | Please can we add that you need to have a mask on at all times when inside a University building, |
| 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) |  |  |  | <https://www.southampton.ac.uk/coronavirus/faq/student-travel.page>  - members must book into sessions using the sport and wellbeing app. They need to book into sessions or they will be asked to leave. We are doing this so we are able to do a comprehensive track and trace of the site |
| 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/](https://www.publichealth.hscni.net/" \t "_blank) | **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.   Reference [https://www.hse.gov.uk/news/face-mask-ppe-rpe-coronavirus.htm](https://www.hse.gov.uk/news/face-mask-ppe-rpe-coronavirus.htm" \t "_blank) |
| 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 go outside more than once a day for exercise alone or with their household, or with up to five people from outside their household providing they observe social distancing. * Many facilities associated with outdoor sports and physical activities can reopen, if those responsible for them feel ready to do so and if they can do so safely. This includes basketball and tennis courts, playing spaces like golf courses (public and private), playing fields and watersports.     \**Each specific sport should check the guideline of the Government and their Federation* | **2** | **5** | **10** | * People can now go outside more than once a day for exercise in groups of up to six people, as long as people from different households observe social distancing by keeping two metres apart. * All of this must be done safely and responsibly, and if someone is planning to exercise or take part in some activity in a small group,they should familiarise themself with all the government guidance around social distancing and hygiene, in particular. |
| 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 |  |  |  |  |
| 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" \t "_blank) |  |  |  | * Where possible we recommend that you limit sharing of equipment, for example you should use your own tennis racquet, golf club or basketball, but if you do, practise strict hand hygiene. * If you are sharing equipment, including balls, you should wash your hands thoroughly before and after use, as well as all the equipment used. |
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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 | **Regular Hand Washing** is to be encouraged by members of the club. The club shall invest in an appropriate amount of hand sanitizer in order to facilitate frequent hand hygiene, which shall be encouraged for all members before and after any training sessions. | Alexandra Thomas, Joanna Dunn and Alyssia Simpson | April 10th 2021 | | May 22nd 2021 | The club shall have bought appropriate amounts of hand sanitizer, which shall be present at training sessions upon entry and exit of the courts (which shall be taking place at wide lane) in order to facilitate regular hand washing. | |
| 2 | **Social Distancing:** the club shall provide signs at training and remind members through social media engagement to stay 2m apart where possible if not part of the same household. 3 courts have been requested for training in order to facilitate the required space for safe training sessions; this should be plenty of space. Netball England has recommended that up to 30 players can engage in netball-related activities including the sharing of equipment across one netball court. I believe that across this space we should be able to maintain a 2-metre distance where possible. In total we have requested 3 netball courts for our training sessions as our numbers do vary, however with this space I believe we should be able to maintain the required distancing. | Alexandra Thomas and Joanna Dunn | April 10th 2021 | | May 22nd 2021 | The club shall have signs ready for training sessions to serve as a reminder to members of social distancing at 2m where possible and members shall be reminded of social distancing at the start of each session by captains.  See England netball guidance below: <https://www.englandnetball.co.uk/the-countdown-less-than-one-week-to-go-until-community-netball-can-restart/> | |
| 3 | **Social Distancing (1+ metre):** netball is a sport that inherently has a 1+ metre rule built in as part of the sport: the obstruction rule. In training activites and any drills performed the obstruction rule shall be strictly enforced by those coaching the sessions. In the cases of marking for any drills where it is more difficult to observe a 1+ metre distance, training drills shall be modified in order to accommodate this and keep members safe. England netball has now advised that netball is viable to play as long as in addition to the original obstruction rule, 4ft is kept between players on the court in these circumstances: at the start of play for the centre pass, marking the ball (the obstruction rule), during a penalty pass. In addition to this, during idle interaction, players are required to stand 4ft away from each other. | Alexandra Thomas and Joanna Dunn | April 10th 2021 | | May 22nd 2021 | Training shall be adapted with the 1+ metre rule in mind. In games, the 4ft rule as dictated by England netball shall be applied by the umpires as the obstruction rule would be applied. This is subject to change depending on the advice delivered by England netball. All training and games will be played in accordance with the latest advice given by England netball. | |
| 4 | **Movement around buildings:** our training is based on outdoor courts at wide lane and we intend to continue to train on these courts next year. Training outdoors makes it harder for the virus to spread, which should help to reduce transmission between members. | Alexandra Thomas | April 10th 2021 | | May 22nd 2021 | Members shall be reminded that if there is any need to train or hold events inside: they should adhere to hand hygiene and space themselves with appropriate distance from other members or wear face coverings if this is not possible. All meetings are anticipated to be held outside/online and training shall be held outside. | |
| 5 | **Explain changes to our club and keeping members safe**: we shall engage with members online where this document will be uploaded for all to be able to read the measures we have put in place to keep our members safe. Members shall be encouraged to read this document and shall be reminded at the start of all activities of the risk of COVID-19. Members shall be made aware that if measures put in place by the club are not adhered to that they risk exclusion from activities for their safety and the safety of others. | The whole committee led by Alexandra Thomas | April 10th 2021 | | May 22nd 2021 | A document containing this information and any changes made as a result of COVID shall be uploaded to our social pages in order for our members to be able to read and make themselves aware of changes and what the club are doing to stay safe. Captains shall remind members at the start of training of the measures. Action will be taken for any members who do not adhere to these measures ranging from verbal warnings to exclusion. | |
| 6 | **Engaging and protecting those at an increased risk:** all members of bluetits netball matter to the club. We intend to keep engaging with those who may not be able to engage with our training sessions. We have already done so with online engagement such as fitness challenges and quizzes over lockdown. We intend to continue to engage with our members through more fitness and netball challenges and adapted socials. We hope our welfare secs continue to engage with any members who have not been able to physically engage and check they are ok. | Alexandra Thomas, Ameila Marriott, Joanna Dunn, Anya Mann, Alice Weare and Megan Dalrymple-Hay | April 10th 2021 | | May 22nd 2021 | * We shall ask members to make the club captain and NAMS captain aware (if they are happy to) if they are at an increased risk e.g. asthma, T1DM, crohn’s disease. * We shall keep an online presence to stay engaged with members and hold virtual challenges e.g. the January fitness challenge we carried out last year. | |
| 7 | **COVID-19 symptoms:** If members become unwell with a new continuous cough or high temperature they will be sent home and advised to follow the “stay at home” guidance. Members shall be encouraged to get tested. Our welfare team shall check up on them as per their role. | Alexandra Thomas, Megan Dalrymple-Hay, Alice Weare, Joanna Dunn. | April 10th 2021 | | May 22nd 2021 | Any ill members with a positive test will be encouraged 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/](https://www.publichealth.hscni.net/" \t "_blank) | |
| 8 | **Face coverings:** the club shall encourage any members taking the bus to adhere to the laws and wear a face covering. | Alexandra Thomas and Alyssia Simpson | April 10th 2021 | | May 22nd 2021 | The club shall invest in surgical masks in the case that the 1+ member rule may be breached, for example if travelling to matches where a distance can’t be maintained or public transport needs to be utilised. Members shall be reminded that they must wear masks on public transport as per government guidelines. | |
| 9 | **Mental health:** we anticipate that COVID-19 will have had and will continue to have a significant effect on many of the population’s mental health. This year we fortunately have 2x welfare reps in place that we hope will be able to identify and help to support our members who may be struggling. With so many members studying medicine (for which, their studies have been very heavily impacted by the pandemic), we hope to support the mental health of our members to the best of our abilities as a netball club e.g. we hope to be able to keep engaging through welfare events such as the pudding social and roast socials (with social distancing in place). | Alexandra Thomas, Alice Weare and Megan Dalrymple-Hay | April 10th 2021 | | May 22nd 2021 | We hope to have our first welfare event within the first 6 weeks of term and will continue to remind members that our welfare reps are there if they are struggling to sign post them to services if needed. | |
| 10 | **Physical Activites:** England netball has created a road map to return to netball and as a club we intend to use this guidance to inform our training plans as a club. England netball has given the green light for the return of ‘modified training’. We intend to follow any advice delivered by England netball for the planning of our training sessions. | Alexandra Thomas and Joanna Dunn | April 10th 2021 | | May 22nd 2021 | Joanna Dunn and I will have weekly plans for training, which shall adhere to all the measures we have outlined above. We shall monitor the advice given by England Netball and make sensible decisions using this advice. | |
| 11 | **Travelling for Physical Activity:** We are aware that many of our first year members choose to take the bus to training. We shall as a club try to encourage them to cycle where possible in order to stay distanced. Many of our older girls choose to drive and any car sharing shall be discouraged (or if impossible, masks should be worn) and a seat should be left between members. I anticipate travelling for competition purposes will be reduced due to the limitation of COVID-19. However, if the opportunity does arise for the club to take part in competitions, either a minibus would be hired with a seat left between members and masks worn or public transport would be utilised or cars with as much space left between members as possible and masks worn. | Alexandra Thomas and Joanna Dunn | April 10th 2021 | | May 22nd 2021 | Our fresher’s shall be encouraged to wear masks on public transport unless they are exempt and members should cycle where possible. The use of car-sharing should be limited with masks worn if unavoidable and car-sharing will only return in line with government guidelines. This shall be posted in the document regarding changes due to COVID that will be posted to our social pages. | |
| 12 | **Equipment Sharing:** as a club we do have a number of balls so each member would be able to undertake activity such as shooting with their own individual ball. For drills where passing is involved this becomes more difficult. Before any activity, we would disinfect any balls being used or any shared equipment with disinfectant purchased by the club and remind our members to not touch their face whilst undertaking activites. For fitness activites, much of our equipment does not involve direct contact. Any bibs that are used in training will be washed at 60 degrees after each use. England netball has advised that equipment sharing is now acceptable. We intend to follow their road-map of the return of netball in the community and any advice they deliver. | Alexandra Thomas, Joanna Dunn and Alyssia Simpson | April 10th 2021 | | May 22nd 2021 | The club shall purchase an appropriate amount of disinfectant in order to clean any equipment before and after use. Any bibs that are worn will be washed on hot after each use. Members shall also be encouraged to wash their hands before and after training. If they are showing signs of any COVID symptoms or have a positive test, then they will be asked to self-isolate in accordance with the government’s advice and not attend training. | |
| Responsible Committee members signature: | | | | | Responsible Assessor signature: | | |
| Print name: Alexandra Thomas | | | | Date: 28/03/2021 | Print name: | | Date |

**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. |