

**Assessment Team / Document Control**

Activity: COVID Secure - Return to Training  
 Location / address: Multiple Locations  
 Approved by: Daryl Peters  
 Approved date: 2021 / 09  
 Review date and reason (regular review or straightaway): 2023 /09

**Who might be harmed? (Yes / No)**

Athletes / participants: Yes  
 Coaches / volunteers: Yes  
 Visitor/s: Yes  
 Members of the public: Yes

RA Ref: CS 01 v1.1

If a review or changes are made to the content of this risk assessment, the amended assessment must be forwarded for inclusion website

**Generic supportive controls:**

CAAT AGM and [Constitution](#) governs and outlining clubs objectives, roles, responsibilities, equal opportunities, child / adult protection and sub committees.

CAAT [Code of Conduct](#) covers principles for vulnerable child / adults, [coaches](#), parents, athletes and juniors to ensure respect, integrity, standards, inclusivity and diversity.

CAAT [Committee](#) reviews, meetings and AGM ensures appropriate compliance and governance of club including risk assessments.

CAAT Coach meetings help continuous development of suitable training plans and safe training sessions leading to successful participation of sporting events. Development of training plans and specific training sessions or event instructions by lead coaches

CAAT [MOJO club membership](#) governs attendees and emergency contacts at training session, incidents or injury shall be reported using [accident reporting form](#).

CAAT Website contains membership, training and competition information and is governed by privacy [terms and conditions](#) and [privacy policy](#)

CAAT Safeguarding is overseen by a safeguarding officer and [key contacts](#), all coaches are [DBS certified](#) and volunteers either self-certify or have [appropriate level DBS](#).

CAAT has approved [risk assessments](#) (RA) for training and events. Site Specific Risk Assessment (SSRA) covering training venues and a COVID RA covering infection/ hygiene. These shall be referenced in collaboration with other relevant controls measures and instructions to form CAAT's Emergency Action Plan (EAP) and safety arrangements.

CAAT operates within [Public Health England](#), [UKA](#), [EA](#), [BTF](#) and [TE](#) guideline to ensure there is a healthy and safe pathway to training and racing.

CAAT coach to carry club provided first aid kits to all training. First aider coverage reviewed periodically, first aid contents reviewed after use and annually for expiry dates.

**Other supportive information or drawings**

Approval of the return to sporting activities by CAAT committee, head coach / lead coaches. Committee reviews "R" local rating to see if further action is required. Sporting equipment, locations and events within [GOV.co.uk](#) guidance for [grassroot sport and gym leisure facilities](#) and [outdoor sport and recreation](#)

Training sessions and events should be planned, assessed, with suitable control measures in place and have effective communication to all relevant parties to reduce bacteria and virus transmission risks

Responsible Person (RP) = member, member parent, guardian, or other person helping with travel arrangements of member / supporting a session or event.

It is at the members / members RP own risk to attend if they are moderate/ at higher risk from coronavirus [see NHS guidance](#). NHS advice is available for [people at high risk from coronavirus / shielding](#)

Significant Hazards	Who might be harmed and how	Existing Control Measures	Risk Rating	Additional Action Required & Responsible Person
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COVID Secure Responsible – Daryl Peters	Overall Risk Rating:	Low	<input type="checkbox"/>	Medium <input checked="" type="checkbox"/>	High <input type="checkbox"/>
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Transmission of COVID 19 or other infectious diseases	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of disease possibly leading to longer term health issues or death	<p>Identifying the sign of illness / <a href="#">symptoms of Coronavirus</a></p> <ul style="list-style-type: none"> <li>A change from the normal physical or mental condition</li> <li>Displaying signs of infection like: <ul style="list-style-type: none"> <li>A high temperature.</li> <li>Continuous cough.</li> <li>Loss of change to sense of smell / taste.</li> </ul> </li> </ul> <p>Avoidance</p> <ul style="list-style-type: none"> <li>Anyone with illness or showing signs of illness or has been notified of illness / infection should self-isolate and seek advice from <a href="#">NHS</a></li> <li>No person should attend a session or event if they have concerns over their health or are shielding or they have been asked to isolate by <a href="#">NHS test and tract</a> / a medical professional.</li> <li>Coach aware that anyone with symptoms shall seek medical advice, have appropriate medical tests where advised and the responsible person should only come back to club sessions when it is safe to do within <a href="#">Public Health England</a> advice.</li> <li><a href="#">Higher risk individuals of Coronavirus</a> are outlined by the NHS. Medical conditions including lung, heart, blood, cancer, brain/nerve, immunity, diabetes.</li> <li>Be aware of higher risk <a href="#">shielding</a> guidance and criteria</li> </ul>	Low	All coaches to confirm they understand the government advice on symptoms, and avoidance actions
Physically meeting up during a pandemic where there is risk of infection transmission or where a training is virtual	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	<p>Alternative training / meetings</p> <ul style="list-style-type: none"> <li>Use of virtual meeting and training using ZOOM / similar electronic media which is compliant with safeguarding arrangements. Seek advice from safeguarding leads within the <a href="#">key contacts</a>.</li> <li>Attendees to use own name and to be admitted into session to help ensure safeguarding.</li> <li>Member or responsible person of a junior using virtual meeting: <ul style="list-style-type: none"> <li>Has a duty of care to other users to ensure session is visually &amp; verbally safe for other attendees.</li> <li>Shall ensure space used, is suitable for the session and location hazards are removed.</li> <li>That any participate is fit and healthy for the session, should stop if they feel unwell and seek suitable medical advice.</li> <li>That they understand they are taking part at their own risk.</li> </ul> </li> </ul>	Low	
Physical contact or transmission of COVID 19 or other infectious diseases	Athlete, parent, coach, volunteer, member of	<p>Stage 4 of the government road map is in effect which more personal judgment and managing own risks of infection.</p> <ul style="list-style-type: none"> <li>Stay alert to someone who may have symptoms and coughs or sneezes. follow GOV.uk <a href="#">how to stay safe and help prevent the spread</a>. Additional</li> </ul>	Med	

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	public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	supportive information updates available by sporting governing bodies <a href="#">UKA</a> , <a href="#">EA</a> , <a href="#">BTF</a> and <a href="#">TE</a> <ul style="list-style-type: none"> <li>• Social distancing guidelines are subject to change and are linked to the GOV.uk "R" rating for the locality. Committee and lead coaches to communicate the working instructions for training or event to members and RP.</li> <li>• Step 4 guidance updates: limit close contact to those outside of your household, increase closer contact gradually, meet outdoor where possible, minimize the number, proximity and duration of social contacts, maintain fresh air if indoors, wear face coverings in crowded areas.</li> <li>• Where close working can't be avoided best practice is to adopt side to side or back to front and it may be suitable to use suitable face covering / eye protection for first aid where parent isn't available / able, and no other medical support is available at the time.</li> </ul>		
Lack of guidance and coordination facilitating training	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	Return to training <ul style="list-style-type: none"> <li>• Follow GOV.uk and governing body as guidance. This detail gets updated regularly. RA hazards and controls shall be updated in the SPRA and RA for activity.</li> <li>• Follow GOV.uk <a href="#">phased return to sport and recreation</a>.</li> <li>• Defined numbered / familiarised training groups per governing body guidance UKA / BTF.</li> <li>• Outline training timings and avoid unnecessary gatherings within indoor spaces with limited fresh air.</li> <li>• Individual / small group warm up and cool down where appropriate.</li> <li>• Defined training / event areas for each grouping and activities.</li> <li>• Lead coach to communicate clear drop off, check in and pick up arrangements in the session / event training plan.</li> </ul>	Low	<b>Lead coach</b> to review and have current RA for training activities – referenced on CAAT <a href="#">risk assessments</a> Page  <b>Coaches</b> to use training guide to help communicate to members/ member RP
Poor Hygiene	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	Encourage good hygiene practices <ul style="list-style-type: none"> <li>• Referenced to GOV.uk <a href="#">COVID 19 advice</a>/ guidance.</li> <li>• Hand washing before and after training thoroughly with soap and water for 20 seconds or use hand sanitiser.</li> <li>• Cover mouth when sneezing or coughing. Use tissue or inside elbow. Dispose of tissue after use.</li> <li>• No spitting while near other athlete or members of the public.</li> <li>• Avoid touching face, nose and eyes and face coverings if worn.</li> <li>• Where possible, wash hands or hand sanitise at other suitable intervals i.e. if activity means you have touched communal surfaces, or were your personal hygiene may have been comprised.</li> <li>• Member or RP once home should remember to wash hands.</li> <li>• Try to avoid using shared equipment such as mats, bats, balls, bikes, stands, weights etc. Have an effective cleaning regime in place</li> </ul>	Med	

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Venue or location not assessed for risk	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	<p>Training and event locations;</p> <ul style="list-style-type: none"> <li>• Shall have their own SSRA for emergency arrangements and member / coaches shall also follow the COVID secure risk assessment controls measures</li> <li>• When exercising in the wider countryside remember to follow the countryside code and act responsibly.</li> <li>• When exercising in public spaces follow local authority guidance and <a href="#">highway code</a> for footpaths</li> <li>• Anti-social behaviours (ABS) should be reported to non-emergency 101 and the public spaces protection <a href="#">PSPo</a> order guidance is available to understand what is covered in the act.</li> <li>• Where the venue has control measures to help keep you safe, they should be followed. This may be verbal instruction from a staff member.</li> </ul>	Low	
Use of equipment that incurs unnecessarily handling / placement risks, or increased possibility of infection transmission	Athlete, parent, coach, volunteer, member of public, family of the above. Trip or handling injuries, Infection of COVID 19 or other infectious disease possibly leading to longer term health issues or death	<p>Use of equipment and premises</p> <ul style="list-style-type: none"> <li>• Selection of equipment shall be done with all parties who may handle it in mind. This is to avoid inappropriate or unnecessary handling issues.</li> <li>• Best practice is to use own equipment where possible, avoid handling other athletes / coaches' equipment.</li> <li>• Consideration with placement of equipment to avoid unnecessary obstruction, contact, handling and storage issues.</li> <li>• Where any equipment is to be used or involved in an activity, the lead coach is required to tailor the session to ensure appropriate frequent /timely cleaning. Where necessary disinfection within the <a href="#">Public Health England</a> (PHE) advice.</li> <li>• Coach to consider applying labels /markings on equipment to help identify equipment for users and maintenance.</li> <li>• Where appropriate for mixed use premises, suitable frequent and /timely cleaning shall take place with 1) higher touch objects or surfaces such as door handles, light switches, counters etc and 2) where there is higher frequently of people using communal areas such as reception areas, corridors, stairs, toilets etc.</li> <li>• For hired premises and grounds where the club is organising the training session or an event the club shall have an effective record of members or RP accessing them.</li> <li>• All parties are responsible to maintain good hygiene practices and avoid unnecessary contacts with objects or surfaces and report to the premise responsible person /key contact hygiene concerns.</li> <li>• Cleaning* shall be done with using suitable cleaning products, methods and personal to promote good hygiene and help prevent the transmission risks from bacteria and viruses</li> </ul>	Low	

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No or inadequate PPE /RPE within crowded areas or indoor with no fresh air.	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	PPE or RPE / face coverings <ul style="list-style-type: none"> <li>• Suitable PPE or face coverings should be worn to help reduce possible transmission risks</li> <li>• <u>Gloves</u> – shall be worn where suitable for first aid requirements</li> <li>• <u>Visor / eye protection wear</u> – shall be worn where suitable for first aid requirements</li> <li>• <u>Face mask</u> –a suitable reusable or disposable covering / mask shall be worn over nose and mouth to help reduce particle transmission and user shall apply the below guidance               <ul style="list-style-type: none"> <li>○ Wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on, and after removing it</li> <li>○ When wearing a face covering, avoid touching your face or face covering, as you could contaminate them with germs from your hands</li> <li>○ Change your face covering if it becomes damp or if you've touched it</li> <li>○ Continue to wash your hands at suitable intervals</li> <li>○ If the material is washable, wash in line with Manufacturer's instructions. If it's not washable, dispose of it carefully in your usual waste</li> </ul> </li> </ul>	Low	All coaches and first aiders to review their first aid kit based on club checklist
Inadequate welfare arrangements	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	Welfare <ul style="list-style-type: none"> <li>• Member / RP to maintain good hygiene throughout the day and session or during event.</li> <li>• Members and RP to use own welfare arrangements where possible prior to session or event to reduce requirements on other premises</li> <li>• If catering facilities are open at the venue or near the event for takeaway items Member and RP to respect others space whilst queuing for food and drink. Avoid sharing food items, cups, plates or eating utensils with anyone else.</li> <li>• If member / RP uses any public or private facilities, they shall be at own risk and it is advised to assess they are comfortable with the arrangements in place for sanitisation and cleaning.</li> <li>• Only use own water bottles and cups to help avoid contamination /transmission of illness / infections.</li> </ul>	Med	
Infection transmission while traveling to / from event or training	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19	Travel <ul style="list-style-type: none"> <li>• Follow GOV.co.uk guidance for <a href="#">travel safety during the coronavirus outbreak</a></li> <li>• Help keep yourself, other passengers and other transport users safe, by taking the following precautions:               <ul style="list-style-type: none"> <li>○ Limit the number of people or households that you come into contact with.</li> <li>○ Travel side by side or behind other people, rather than facing them, where seating arrangements allow</li> </ul> </li> </ul>	Med	

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	possibly leading to longer term health issues or death	<ul style="list-style-type: none"> <li>○ Minimise the time spent close to other people, where possible avoid loud talking, shouting or singing</li> <li>○ Wear a face covering as appropriate in same transport</li> <li>○ Try staying in the same social bubble / grouping</li> <li>○ Dispose of waste safely, including items such as <a href="#">used disposable face coverings</a></li> <li>○ Follow coaches' instructions regarding access to locations, parking, member check in and out arrangements</li> </ul>		
Low mood or poor mental health	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	<p>Mental Health</p> <ul style="list-style-type: none"> <li>● Coaches to be aware of the <a href="#">guidance for public on mental and wellbeing</a></li> <li>● <a href="#">NHS has volunteer responder</a> for those who may need a chat</li> <li>● <a href="#">Club has a mental health ambassador</a> for members or RP</li> <li>● NHS has some good supportive on <a href="#">health, mental health and wellbeing</a></li> </ul>	Low	
Poor supervision	Athlete, parent, coach, volunteer, member of public, family of the above. Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	<p>Supervision</p> <ul style="list-style-type: none"> <li>● Lead coach to link with other coaches in proximity or shared areas</li> <li>● Lead coach has overall responsibility for the training session or event</li> <li>● Lead coach to enact stopping the session / event if they feel it is being comprised on safety or health grounds</li> <li>● Lead coach to check the arrangements with any member who needs to leave a session because they are unwell, ensuring they are safe, have a suitable RP to support them and the RP understand the background to the member feeling unwell.</li> <li>● Member or members RP to report back to coach on any health issues which may affect the groups they have been with or they have travelled with.</li> </ul>	Low	
No or inadequate first aid provisions	Athlete, parent, coach, volunteer, member of public, family of the above.	<p>First Aid</p> <ul style="list-style-type: none"> <li>● Coach to carry our dynamic risk assessment and take most appropriate action to help member first aid requirements</li> <li>● Minor injuries where possible should be supported by member of same household or RP of junior</li> </ul>	Low	<p><b>Lead Coach</b> to review first aider coverage and kit available for training or event. COVID first aid kit updates to include additional suitable face covering and eye protection</p> <p>Committee to review first aid kit checklist</p>

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	Showing symptoms from the Infection of COVID 19 possibly leading to longer term health issues or death	<ul style="list-style-type: none"> <li>Maintain social distancing where possible and use suitable PPE, RPE / face covering If less than 2 meters and avoid face to face where possible</li> <li>Maintain good hygiene practices before intervention / care and afterwards</li> <li>Dispose as appropriate any waste</li> <li>If further medical support is required use local medical services near location or NHS 111 or 999 as appropriate</li> <li>Report incident using the <a href="#">accident reporting form</a>.</li> </ul>		

## Risk Rating Tool to be used with Risk Assessment template

### Key:

Risk level: (L) Low; (M) Medium; (H) High

		Severity		
		Slight L	Medium M	Major H
Likelihood	Seldom L	L	L	M
	Occasionally M	L	M	H
	Frequently H	M	H	H