# Covid-19 Risk Assessments for club activities

## Event name:

## Date of event:

## Organiser and Leader(s):

This document is a generic risk assessment that seeks to identify risks in terms of contracting Covid-19 as well as stating how these risks can be minimised during club activities. This should be used as a template for producing a Covid-19 risk assessment for each activity.

A copy of the risk assessment must be sent prior to the event to all participants with the Development Officer copied in. [development@aoac.co.uk](mailto:development@aoac.co.uk)

Please name the Document in the following format

*“Covid RA” (then) “Name of the event as on the calendar (then) Date of the event in the format yyyymmdd”*

Once a Covid-19 risk assessment has been produced for an activity at a specific venue (e.g., mountain biking at Ashton Court and Leigh Woods or paddling at Avon Valley) it can be reused but must be sent to participants and the Development Officer with correct dates.

Further guidance can be found in ‘Standing Operating Procedures for participants, organisers and leaders – Covid-19’ in the appendix.

**Generic**

|  |  |
| --- | --- |
| Risk | Mitigation |
| Members arriving at an activity not understanding the risks and how to mitigate them | Risk assessment sent to participants in advance of an activity with the Development Officer copied in. |
| Maintaining social distancing while holding a briefing | A briefing will be sent to all participants prior to the event by email including how to remain within government guidelines |
| A member may come into contact with a member who later tests positive for Covid-19 | Members need to ensure their contact details are up to date on the club website for the purpose of NHS Test and Trace |
| If required to do so by NHS Test and Trace, participants should pass on the contact details of other participants. If they do not have these, they should pass on the contact details of the Club: [chair@aoac.co.uk](mailto:chair@aoac.co.uk) 07828 183996 |
| Cases spreading through AOAC | If a participant tests positive for Covid-19 within 10 days of an event the Chair should be informed so that we can identify and take action if we believe cases are spreading through our activities |
| Contact and closeness to other members | A **maximum** of 10 members on an event |
| No indoor activities |
| Avoid using public transport and sharing lifts between different households where possible to attend an activity |
| Car sharing increases the risks of transmission and should be avoided. Where shuttles are necessary participants should make their own private arrangements for how they will get back to the start point. This is recommended by foot or bike. Where a car share is necessary windows should be down, masks worn, and passengers limited |
| Maintain a minimum distance of 2m between participants. Where this is not possible, stay 1 metre apart with extra precautions (e.g., wearing a face covering). |
| First aid may require participants to be less than 2m apart | Leader and/or first aider and participants to carry masks for this purpose |
| Maximum skills and ability communicated so that members stay well within their ability |
| Members to bring their own personal first aid kit as appropriate for the activity |
| Those involved in assisting with an incident should be limited as much as possible. |
| Sharing of equipment | A list of equipment required is sent in advance so that all members can bring their own (see separate [risk assessment](https://aoac.co.uk/sites/default/files/AOAC_documents/RAs/Covid-19%20Risk%20Assessment%20for%20equipment%20hire.pdf) for hiring club equipment) |
| In the event of map or chart consultation members are to avoid swapping documents or phones. |
| Sharing of food and drinks | All members to bring adequate food and drinks for the event and not to share with others |
| Face masks | A face mask or covering is required to be carried and used appropriately by all participants on the event. For example, if receiving or administering first aid or where it is not possible to keep a 2m distance. |

**Activity specific**

**Road cycling**

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| --- | --- |
| Risk | Mitigation |
| Requiring first aid | Compulsory wearing of helmets |
| Breathing in exhaled air while slip streaming | No continuous slip streaming and minimise mixing of pairs |
| Needing to touch another member’s bike whilst sorting a technical issue | Carry hand sanitiser to use before and after where this is necessary |
| Spreading of virus droplets | Avoiding sneezing, coughing, clearing airways when in close proximity to other riders. Avoiding contacting other riders or their bikes or equipment and accessories with cycling gloves or items contacting cycling gloves. |

**Mountain biking**

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| --- | --- |
| Risk | Mitigation |
| Requiring first aid | Compulsory wearing of helmets. Additional body protection to be worn wherever possible e.g. pads, guards and gloves to minimise potential injuries |
| Avoiding more hazardous trails and routes unless well within the ability of participants |
| Needing to touch another member’s bike whilst sorting a technical issue | Carry hand sanitiser to use before and after where this is necessary |
| Spreading of virus droplets | Avoiding sneezing, coughing, clearing airways when in close proximity to other riders. Avoiding contacting other riders or their bikes or equipment and accessories with cycling gloves or items contacting cycling gloves. |

**Walking**

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| --- | --- |
| Risk | Mitigation |
| Contact with potentially contaminated gates and stiles | Avoid contact with commonly touched parts of gates and stiles which may be contaminated. Hold open kissing gates at arms/leg length for the next person to use, thus avoid engaging the latch. Alternatively, the Leader may hold open the gate for all whilst maintaining 2m distance. Participants to carry their own hand sanitiser for the unavoidable contact with contaminated objects. |
| Close proximity to other persons | Avoid participants bunching around pinch points, gates, stiles, seats and during rest breaks to maintain the 2m separation. |
| Calling upon rescue services – increased number of people involved and close proximity to casualty | Leaders to consider walk plan, participants and conditions on the day to avoid the potential need to call upon mountain rescue. See walking risk assessments for guidance. |

**Climbing**

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| --- | --- |
| Risk | Mitigation |
| Touching the same surfaces | Clean all equipment between uses where possible |
| Clean hands before and after each ascent |

**Paddling**

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| --- | --- |
| Risk | Mitigation |
| Maintaining social distancing | Participants need to be able to launch and land independently, as well as self-rescue in conditions they are going out in - e.g., roll, deep water self-rescue, get self to bank, etc. |
| Rescues | If on the day a participant is having trouble with self-rescue, the leader or other competent paddler will be expected to assist. Deep water rescues can be performed with paddlers not face to face, and for white water a paddler may need to grab onto front or back of the rescue kayak.  Given the rescue will be outdoors and in water, the risk of any transmission is low, but participants need to accept that they will have to accept assistance if the leader decides it is needed. |

**Site Specific**

Include risks specific to the location and potential conditions e.g., a particularly tricky downhill section in wet conditions or where to launch at a venue when paddling to help maintain social distancing.

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| --- | --- |
| Risk | Mitigation |
| **If no specific risks type “None” below** |  |
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|  |  |

**Appendix Covid-19 Standard Operating Procedures for club activities**

**(Updated 10/04/2021)**

**Participants**

* Do not attend an event if you or anyone in your household has the following symptoms:   
  high temperature, a new continuous cough, loss of or change to your sense of smell or taste
* Do not attend an event if you have been asked to self-isolate
* If you develop symptoms within 48 hours of an event you are encouraged to alert the Club: [chair@aoac.co.uk](mailto:chair@aoac.co.uk) 07828 183996 so that the other participants can be notified.
* If you test positive for Covid-19 within 10 days of an event, inform the Club: [chair@aoac.co.uk](mailto:chair@aoac.co.uk) 07828 183996 so that the other participants can be notified and for NHS Test and Trace
* Public transport should be avoided when travelling to and from activities and lift shares should only be with people from the same household where possible, although this is up to individuals.
* All participants will need to follow the latest government guidelines while out on activities <https://www.gov.uk/coronavirus>. This currently includes maintaining a 2 metre distance from others.
* Please bring hand sanitiser with you on all activities and maintain good hand hygiene.
* You will be sent a briefing and risk assessment in advance of an activity and it is important that you read these.
* For the purposes of NHS Test and Trace please ensure your contact details on the website are fully up to date before participating in each event.
* By participating in an event, you are consenting to your contact details being passed on to NHS Test and Trace either directly by a participant or through the Club committee.
* There will be a minimum requirement in terms of ability and experience in the event description, please make sure you are within these before booking a space.

**Organisers and leaders**

The below gives an idea of additional things to consider when planning and leading an event during the Covid-19 epidemic.

* The activity needs to be planned to stay within the current government regulations <https://www.gov.uk/coronavirus>.
* There must be an activity leader or nominated first aider who is happy to provide first aid on the trip.
* There needs to be enough parking for participants to be able to attend without car sharing.
* Activities should start and finish at the same point to avoid the need for passengers to lift share as part of a shuttle. Where shuttles are necessary participants should make their own private arrangements for how they will get back to the start point.
* Have consideration for communities who might be affected by an event.
* Events can happen in England, Wales and Scotland though please consider travel times and minimise travel where possible.
* Landowners, walkers, cyclists, and emergency authorities should be treated with extra courtesy.
* Participants need to be well within their capabilities on an event. Make the minimum ability needed to take part clear in the activity description.
* Consider the lack of lifeguard services at the coast and the additional difficulties that coast guard services and mountain rescue teams are currently experiencing.
* An online briefing and Covid-19 risk assessment will need to be sent to participants and the Development Officer [development@aoac.co.uk](mailto:development@aoac.co.uk) copied in.
* The activity leader needs to be added when completing the ‘Propose an event form’. The cost needs to be set to £0.25 per person and the maximum number of places needs to be set so that the number of participants including leaders does not go beyond 10. This is to ensure we have an accurate attendance list straight after an event for the purpose of NHS Test and Trace

The **maximum** number on an event is 10 – less if organiser/leader deems appropriate. Organisers/leaders to stay within NGB guidelines for their activity in terms of ratio coach/leader to participants. During lunch breaks/socialising after event form 2 smaller groups if needed (max 6 per group).

* No indoor activities