

# RISK ASSESSMENT FORM

Assessment No:84	Locations/ Dept Main Centre	Persons Involved in or affected by task:	
Assessment Date: 01/08/2020	Assessor's Name: Matt Crane		
Task/ Activity/ Area Assessed  Squash Courts 6 & 7	Employees	X	
	Visitors	X	
	Contractors	X	
	Members of the public	X	
	Others		

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
COVID-19	Staff, members, hirers contractors by becoming contaminated from equipment, touchpoints and surfaces and via droplets from sneezing, coughing, sweating, and exhaling.	Floor and wall signage to be fixed in agreed locations to enforce one-way system (inside and outside the hall) implemented to maintain 2m social distancing.	Member communication advising of the new design of the one-way system and booking procedures.	MR	August 2020	√
		Hand Dispensers positioned at each entry/exit point.	Send regular communications to staff, members, hirers, and contractors of COVID-19 guidelines.	MR	August 2020	√
		Signage to be placed at all entrances and exits re-enforcing the COVID-19 procedures.	Review of the squash booking procedure to offer limited court availability to improve social distancing.	MC/WA	August 2020	√
		Open doors and use wall fans to allow air to circulate. Extraction/ air exchange machines will be provided where appropriate to assist with air control following Government guidance.	Staff training for cleaners, duty staff and receptionists to understand the COVID -19 policies and procedures and where necessary to implement such procedures.	WA / Jan	July 2020	√
		Booking system configuration changed to control capacity per hour to help sustain social distancing				

		<p>during opening hours. Bookings to be staggered to reduce numbers at the changeover.</p> <p>Non-members and Members online bookings made available and singles play only in line with Government advice</p> <p>No selling of equipment. Members are to provide and only use their own.</p> <p>No spectators</p> <p>Chairs and benches have been moved removed</p> <p>Fogging machines will be used when and where necessary to disinfectant large areas.</p> <p>PPE items to be provided to all cleaners. Training will be provided on the cleaning of shields and the disposal of disposal PPE items.</p> <p>Monitor Government guidance and make necessary changes as the situation changes.</p>	All staff will be trained on the cleaning of reusable PPE clothing following government guidance.	WA / Senior Management	July/August 2020	v
Slips and trips	Contractors, staff and members of the public may be injured if they trip over objects.	The floor is in good condition. Staff clean up spillages immediately and leave the floor dry.				
Squash Activity	Risk of injury through inadequate teaching and accident.	<p>Qualified 1<sup>st</sup> Aider on site at all times. All injuries reported. Controlled and organized sessions.</p> <p>Coaching staff fully trained.</p> <p>Notices state that members and their guests are reminded that it is their responsibility to ensure that their medical condition is satisfactory for the activity they wish to pursue.</p>				

Manual Handling	Staff and members of the public risk injuries or back pain from handling heavy/bulky objects, e.g. Umpire chairs	Setting up and down of the umpire chairs is a 2-person job. Staff trained in correct manual handling techniques.				
Ball smashing Squash Court Lighting	Users playing squash may get cuts from smashed lighting.	Protection grills are fitted to lights to reduce lights being smashed.				
Squash Glass Backs	Glass shattering under heavy pressure  Players getting their limbs caught between the glass	Glass is toughened 12 mm thick and complies with British Standards  Glass backs and adjacent fittings are checked and tightened on a regular basis.				

Action required (note any temporary action / control measures required):	Action Review Date	Action Completed (Name and title) / Date
Further actions that may require longer term consideration:	Action Review Date	Action Completed (Name and title) / Date

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Assessment Review Date (as required): 31 July 2021	Assessment Review Date (as required):
New risk assessment required: No	New risk assessment required: Yes / No
Completed by (Name):	Completed by (Name):
Signature:	Signature:

Signature: <i>Matt Crane</i>	Date: 01/08/2020
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