

# Welwyn Garden Swimming Club

- Covid19 Risk Assessment

Version 1 31 May 2021

Based on: Swim England Covid-19 Risk Assessment Template

All clubs must complete a Covid-19 specific risk assessment before returning to the water.

This document is how we intend to reasonably protect any participants, workforce, public etc. from the risk of Covid-19. The protocols listed within this document must be reviewed regularly and changed accordingly if measures or guidance changes.

# Covid-19 Risk Assessment for WGSC

Name of Club:	Welwyn Garden Swimming Club – Monks Walk School Pool (HP) 31 <sup>st</sup> May 2021				
Date risk assessment carried out: #1 review date	31 <sup>st</sup> May 2021	Person:	Jayne Lansdell	Review date:	Sept 2021 (or next significant change guidance)

What is the Hazard?	Who might be harmed	Risk rating before controls	Controls considered	Risk rating after controls	Actioned by
Spread of Covid-19 Coronavirus.	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> <li>• Volunteers</li> <li>• Parents</li> </ul>	High	<ul style="list-style-type: none"> <li>• WGSC appointed Covid Lead and Officer to support club operations</li> <li>• WGSC will have a register of attendance for each session so tracing can take place</li> <li>• Letter to members explain protocols</li> <li>• Changing Room Protocol.</li> <li>• Equipment - set of PPE for emergencies / use our own equipment</li> <li>• Rules on pool deck and Rules in the pool.</li> <li>• The club will provide hand sanitiser</li> </ul> <p><b>Venue measures</b> Monks Walk School Pool users for out of hours usage. This risk assessment does not form part of school usage arrangements.</p> <ul style="list-style-type: none"> <li>• All visitors must protect themselves at all times by adhering to 'social distancing' when interacting with others and whenever possible wear face coverings when circulating around the building.</li> <li>• For the remainder of the summer term we ask all pool users to come 'beach ready' This means changed ready for swimming to avoid using the changing rooms on arrival</li> </ul>	Low	Club Covid Sub Committee HP Facility Operator

			<ul style="list-style-type: none"> <li>• Users should wear a face covering when moving around the building but not when swimming.</li> <li>• Users must adhere to the one way system</li> <li>• Additional measures in place to support opening: <ul style="list-style-type: none"> <li>o Cleaning routines in place</li> <li>o Restrict user numbers</li> <li>o no spectators seated on poolside</li> </ul> </li> </ul>		
Maintaining social distancing.	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Parents</li> <li>• Guardians</li> <li>• Coaches</li> <li>• Volunteers</li> </ul>	High	<ul style="list-style-type: none"> <li>• Staggered entry process for each lane</li> <li>• Signage – adherence to the one-way system both inside and outside of the venue</li> <li>• Taped/marked areas on pool deck.</li> <li>• One-way entry and exit requirements clearly marked</li> <li>• Swimmers who don't understand the concept of social distancing asked not to attend sessions.</li> </ul>	Medium	Club Committee and Facility Operator
Spread of Covid-19 Coronavirus					
Carpark	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Parents</li> <li>• Guardians</li> <li>• Coaches</li> <li>• Volunteers</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Social distance queuing marked and in place outside the venue</li> <li>• Information to members on social distancing</li> </ul>	Low	Club Committee and Facility Operator
Unfit to swim	<ul style="list-style-type: none"> <li>• Athletes</li> </ul>	High	<ul style="list-style-type: none"> <li>• Communications to parents to keep their child away from session if they are at all unwell</li> <li>• Families self-isolating should not attend</li> <li>• Pre-session screening to check health of swimmers</li> </ul>	Low	Club Committee and Covid Officer
Facility entrance and reception area	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> <li>• Volunteers</li> <li>• Parents</li> </ul>	High	<ul style="list-style-type: none"> <li>• Pre-entry Covid Health check</li> <li>• Parents of swimmers over 8 years are not permitted to enter the facility</li> <li>• Social distancing-via separate entry and clearly marked venue queuing system</li> </ul>	Medium	Club Committee and Facility Operator

			<ul style="list-style-type: none"> <li>• Hand Gel on entry</li> <li>• One-way system to access pool deck via double doors</li> <li>• Information given to parents of protocols.</li> <li>• Swimmers will be allocated a lane on entry, which may vary week on week to include as many swimmers wishing to attend within the limits on numbers</li> </ul>		
WGSC: Rejection of swimmer at drop off point	<ul style="list-style-type: none"> <li>• Athletes</li> </ul>	High	<ul style="list-style-type: none"> <li>• Parents must be present as swimmers are accepted into swimming session</li> <li>• Health screening prior to entering the facility</li> <li>• Parents are not able to stay at the venue unless their swimmer is under 8</li> <li>• Letter to parents</li> </ul>	Low	Club email
WGSC: 8-year-old and under swimmers should have parent on-site	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Parents</li> </ul>	High	<ul style="list-style-type: none"> <li>• Spectator facilities are closed, except for parents of under 8 swimmers</li> </ul>	Low	Club Committee and Facility Operator
Changing rooms	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> <li>• Volunteers</li> </ul>	High	<ul style="list-style-type: none"> <li>• Athletes to arrive in costume ready to swim, with limited outer garments, to allow for poolside public changing, avoiding the changing rooms</li> <li>• Hats and goggles to be handled by swimmers only</li> <li>• Any additional gear to be left poolside in designated area via a one-way system utilising the furthest stations first and filling back from there.</li> <li>• Minimise the time getting changed once finished</li> <li>• Changing areas are to be used for exit routes</li> <li>• Whilst the showers are not restricted, the swimmers are requested not to use them</li> <li>• Toilets are open but must be accessed one at a time and return to pool via the one way system</li> </ul>	Medium	Club Committee and Facility Operator

Health screening	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> <li>• Volunteers</li> </ul>	High	<ul style="list-style-type: none"> <li>• Completion of screening club health checklist before every training session to take place outside the doors.</li> </ul>	Low	Lead Coaches/Covid-19 Officer
Someone becomes unwell during session	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> <li>• Volunteers</li> </ul>	Low	<ul style="list-style-type: none"> <li>• Contact parent guardian and isolate individual in first aid room or other suitable area. Use appropriate PPE supplied by facility.</li> <li>• Covid Officer to have access to information</li> </ul>	Low	Covid-19 Officer Facility officer / Lifeguard (depending on hire agreements)
Poolside	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> <li>• Volunteers</li> </ul>	High	<ul style="list-style-type: none"> <li>• One-way System in place and enforced</li> <li>• Safe entry into the pool at a distance in each lane</li> <li>• Social distancing protocols to be always followed</li> <li>• Warm up continuous swimming where possible</li> <li>• Covid Officer will oversee practices</li> <li>• Swimmers waiting in the water return to separate waiting points within each lane</li> <li>• Teaching to take place from the shallow end where it is easier for the swimmers to social distance</li> </ul>	Medium	Lead Coach and Duty Manger or other suitable member of staff
During activity	<ul style="list-style-type: none"> <li>• Athletes</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Appropriate training to achieve social distancing protocols.</li> <li>• Swimmers required to keep 1m apart at briefings from coaches which should take place at the shallow end</li> <li>• Extra helpers will be at end of lanes to monitor social distancing and keep the swimmers well-spaced</li> <li>• No out of pool demos with the swimmers</li> </ul>	Low	Lead Coaches
Hygiene measures	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> <li>• Volunteers</li> </ul>	High	<ul style="list-style-type: none"> <li>• Covid-19 Rules communicated to all members in advance.</li> </ul>	Medium	Club Committee/Covid-19 Officer

Equipment	<ul style="list-style-type: none"> <li>• Athletes</li> </ul>	High	<ul style="list-style-type: none"> <li>• Communication that sharing is prohibited.</li> <li>• WGSC: floats to be place in the pool water for a 1 minute before being used. They will not be shared between swimmers during the session.</li> </ul>	Low	Club Committee
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			<ul style="list-style-type: none"> <li>• Recommendation of cleaning protocols after each training session to be circulated.</li> </ul>		
Exit	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> <li>• Volunteers</li> <li>• Parents</li> </ul>	High	<ul style="list-style-type: none"> <li>• Each lane will finish at a separate time. Starting with the lower lane, then middle and finally top lane</li> <li>• One-way system in place and enforced. Exiting the pool once kit has been picked up via the changing rooms</li> <li>• Athlete to leave facility as soon as possible via changing rooms</li> <li>• Instruction to parents for collection their children (younger age groups).</li> <li>• Parents should wait socially distanced outside the swimming pool exit to collect their swimmers</li> </ul>	Medium	Lead Coaches, Facility Operator
Maximum Numbers	<ul style="list-style-type: none"> <li>• Athletes</li> </ul>	High	<ul style="list-style-type: none"> <li>• 20m length (approx.), 10 m width</li> <li>• 36 max swimmers</li> </ul>	Low	Facility Operator
Swimmers or coaches do not inform club of Covid infection	<ul style="list-style-type: none"> <li>• Athletes</li> <li>• Coaches</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Covid Lead contact details and requirement to inform club is swimmer or close family member becomes ill within 14 days of a club session sent out by email and on club website</li> </ul>	Low	Club Committee