

EERR Track Session: Risk Assessment (incorporating Covid-19 risks)

Date:	Assessed by:	Location :	To be reviewed:
01 April 2022	Jamie Zucker	EERR track session at Terence McMillan Athletics Track at Newham Leisure Centre.	01 Oct 2022

What are the Hazards?	Who might be harmed and how?	What will we do to control this risk?	Risk Rating	Action by whom	Target date	Complete
COVID SPECIFIC RISKS						
Spread of Covid-19 while travelling to and from track sessions.	Any participant of the session or member of the public (especially those in high risk groups).	<p>The following points will be circulated to all members periodically via the club's newsletter, social media and via our website ...</p> <ul style="list-style-type: none"> • Must not attend track sessions if they have Covid or any of the symptoms of Covid. • Must not attend track sessions if they should (for whatever reason) be self-isolating (depending on gov.uk rules). • Advised to avoid car sharing to and from sessions. • Advised to follow TFL advice on wearing face masks on public transport. • Advised to wash hands thoroughly before leaving home and to bring their own hand sanitiser. • Advised to bring a face mask with them (and run with it in their pocket) in case needed in unexpected circumstances. • Advised to sanitise their hands when arriving at sessions (preferably with their own sanitiser). Additional sanitiser to be provided by the club. 	M	<p>Actions owned by Covid Officer.</p> <p>Communicated via:</p> <p>Hannah and Mia (newsletter),</p> <p>Mark (website).</p> <p>Jamie and Dave (social media posts).</p>	Communicated to members periodically.	Ongoing

<p>Spread of Covid-19 when arriving at the track session and/or when using clubhouse</p>	<p>Any participant of the session or others using the clubhouse (especially those in high risk groups).</p>	<ul style="list-style-type: none"> Members will be informed that they are unable to access the track via the Newham Leisure Centre building. Alternative access will be via the gate in the carpark. This minimises contact with other Leisure Centre users. To limit the spread of Covid 19, the club house building will be discouraged for general social purposes. However, it will be used for toilet access and the storage of baggage and equipment. Members should not loiter inside longer than required. Club fees should be paid by members in advance electronically so that no cash is to be handled at track sessions. No registration of members in the clubhouse. A list of attendees will be taken outside on the track by the club administrator in attendance. Each member's belongings must be separated from others' belongings. Contact points – e.g. door handles to clubhouse will be wiped down after use (by members if/when used and by club administrator at end of the session). This includes toilet areas (if used). 	L	<p>Coach and Club administrator in attendance.</p> <p>(Active Newham have responsibility for handing over club house building in clean and sanitary condition and any faults/issues identified by EERR will be reported by the club to duty manager).</p>	<p>Actions to take place at sessions.</p>	<p>Ongoing</p>
<p>Spread of Covid -19 during the session</p>	<p>Any participant of the session (especially those in high-risk groups).</p>	<ul style="list-style-type: none"> Coach will list any changes to EERR's policy at the start of each session (where applicable). This will include a reminder that members must not participate if they have Covid or are experiencing the symptoms of Covid. Members instructed not to share water bottles or any equipment. To avoid confusion water bottles should be labelled with names. Coaches must plan sessions that minimise contact between members and maximise distance between them. Coaches won't use activities or games that require members to run in overly close proximity to one another. They will be instructed to maintain distance when running and not to run side by side or directly behind each other for extended periods of time. Coaches to limit the use of any equipment (cones, mini hurdles, batons etc) in sessions to a minimum. 	L	<p>Coach and all participants</p>	<p>Actions to take place at sessions</p>	<p>Ongoing</p>

		<ul style="list-style-type: none"> ● Coaches must bring their own whistle and stopwatch to the session and not share theirs with other coaches. ● Members will be instructed to run with a face mask in their pocket in case needed in unexpected circumstances (e.g. When administering or receiving first aid). 				
Spread of Covid 19 when using toilets	Any member using a toilet.	<ul style="list-style-type: none"> ● Toilets will be available for use in the clubhouse, but members will be encouraged to use toilets at home before arriving at the session to minimise use. ● Toilets in Newham Leisure Centre will not be accessible. ● Members will be instructed to wash/sanitise hands thoroughly after use and to use soap or hand sanitiser. ● Toilet areas must be sanitised by the user and club administrator if/when used. 	M	<p>Club administrator in attendance for reinforcing the message.</p> <p>Any member using toilets.</p> <p>(Active Newham have responsibility for handing over club house building in clean and sanitary condition (inc. soap) and any faults/issues identified by EERR will be reported by the club to duty manager).</p>	Actions to take place at sessions	Ongoing
First aid	<p>Any runner who has an injury.</p> <p>Any person administering first aid.</p>	<ul style="list-style-type: none"> ● First aid equipment will be available in the club house. It will include masks, sanitiser and gloves ● First aiders should not be from a group at high risk of catching Covid (e.g. have underlying health conditions). ● First aider must wear a mask and gloves. If possible (and appropriate) injured member should put on a mask before first aid is administered. ● Where injury is not too serious the runner should be encouraged to self-care. 	L	Coaches and first aider.	Actions to take place at sessions if incidents occur.	Ongoing

<u>GENERAL RISKS (NON COVID)</u>						
Hazard on track may cause a member to trip, fall and injure themselves.	All participants in the session	<ul style="list-style-type: none"> • Check the track is free of debris or other hazards in advance of the session. • Avoid session content that is likely to overly increase the risk of injury. • Pause or end sessions immediately if unexpected hazards materialise. • Report any hazards and injuries to club administrators and complete necessary documentation. • Administer first aid (using first aid kit in Clubhouse and/or Leisure Centre) if/when necessary. See point in above section re administering first aid in a Covid secure manner. 	L	Coach (Active Newham have responsibility for handing over track in usable condition free of foreign objects and any faults/issues identified by EERR will be reported by the club to duty manager).	Actions to take place immediately before and during sessions	Ongoing
Adverse weather (too hot, cold, wet, snowy or icy)	All participants in the session	<ul style="list-style-type: none"> • Cancel sessions in advance if weather conditions are forecast to be particularly hazardous (e.g. torrential rain, ice or snow). A HIIT-type fitness session should be conducted via Zoom as an alternative in such scenarios (if possible). • Pause or end sessions immediately if unexpected weather events materialise that affect the safety of the sessions (e.g. torrential rain or lightning). 	L	Coach and club management	Actions to take place before and during sessions	Ongoing
Lack of training/fitness of participants may result in injury or cardiovascular problems Potential issues e.g. asthma, heart attacks.	Any runner, particularly those with lower level of fitness (inc. those on a taster session at the club)	<ul style="list-style-type: none"> • When new members join (or people take a free taster session with the club) they are asked to declare medical conditions, which will be shared with coaches if relevant. They must also provide ICE contact info which is kept electronically and handled in a manner compliant with GDPR regulations. • Members are also instructed to purchase and wear ICE tags as part of the process of joining the club/re registering each year. 	M	Coach and first aider	Actions to take place at sessions if incidents occur.	Ongoing

		<ul style="list-style-type: none"> ● The content of track sessions are always adaptable and easier options will be provided for people newer to running and/or with a lower level of base fitness. In addition, members are always encouraged to take sessions “at their own pace”. ● First aid Kit readily available in clubhouse if needed. ● Defibrillator located in Newham Leisure Centre if needed. ● Coach and club administrator will have mobile phone in case emergency services are required. ● The track is located in extremely close proximity (ca. 800m) to Newham Hospital (with A&E) in case full medical treatment is required. 				
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