

Reigate Squash Club COVID-19 Club Risk Assessment – V6.3.1 – 15th May 2021



Date of assessment	Person Undertaking Risk Assessment (COVID-19 Officer)	Club name	Facility Address	Activity	Risk Assessment issue Number
10 th July 2020	Lisa Pinggera Simon Fredericks Clare Wright	Reigate Squash Club	Manor Road Reigate RH2 9LA	Squash, racketball & gym fitness	01
Persons Exposed		Maximum Number of People Exposed at Any One Time		Frequency and Duration of Exposure	
Club members/parents/guardians/cleaner as appropriate		Based upon the England Squash guidelines of 100 sq ft per person		Daily, up to 1.5 hours	
Level of Risk					
Low		Medium		High	

Identified Risks:

- COVID-19 is highly infectious disease.
- Infection through lack of social distancing (1 metre minimum).
- Infection through droplets from individuals which could subsequently be inhaled into the lungs.
- Infection through touching a surface, object or the hand of an infected individual that is contaminated with respiratory secretions and then touching their own mouth, nose or eyes.

Additional information can be found here:

- Public Health England Advice - <https://www.gov.uk/government/organisations/public-health-england>
- HSE Guidelines - <https://www.hse.gov.uk/news/coronavirus.htm>
- Safeguarding guidance - <https://thecpsu.org.uk/>

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
GOVERNANCE & MANAGEMENT	Inadequate procedures to keep participants safe	List in these rows all of the steps you will take to reduce the risk of infection through your management of the club/venue as a whole. Clear COVID-19 secure procedures and policies.				Y	Constantly under review by the newly formed sub-committee.
	Inadequate procedures to keep participants safe	Updated first aid procedures/protocols in line with current HSE guidance .				Y	Bring own first aid kit and not use kit supplied unless in an emergency. HSE guidance available at the club.
	Processes not Applied	Clear communication with members and process for managing members that do not adhere to processes.				Y	Emails & posters. Members who do not adhere to the processes will have their access to the club limited.
	Members unaware of new infection controls	Clear and frequent communications with members.				Y	Email members to make them aware of the processes in terms of using sanitisers, wearing kit, etc.
	Record Keeping	Establish and manage a coach register to record where our club coaches have been practicing				Y	Two coaches practice outside of RSC and the locations are well known to the Committee. Monthly contact made to coaches to obtain any updates.

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
CLUB ENVIRONMENT	Infection	Signage and wayfinding in all circulation areas including reminders regarding social distancing.				Y	Signs, posters & emails.
	Infection	Where possible, ensure entry and exit routes in the building are different.				Y	Email members & signage.
	Infection	Initial deep clean of all contact surfaces prior to players and / or staff / volunteers entering the building.				Y	Deep clean carried out. Daily cleaning.
	Infection	Daily cleaning schedule for off-court areas throughout the day.				Y	Cleaning increased in accordance with ES guidelines.
	Infection	Immediate disposal of all used cleaning wipes and used materials.				Y	Bins in place for members to dispose of wipes/towels roll.
	Infection	Numerous hand sanitiser and wipes provided for use by players and staff in addition to hand washing stations.				Y	Keep hygiene supplies topped up. Sinks in changing rooms with soap and hand dryers.
	Infection	In line with ES guidelines, facemasks are recommended within the club, except for those exercising or with health conditions.				Y	Email and added to R to S policy
SQUASH COURTS AND GYM AREAS	Infection	Initial deep clean of courts and gym equipment prior to players and/or staff entering the building.				Y	Different floor mops for courts and other club areas. All touchpoints/door/equipment will be disinfected. Cleaning increased.

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
	Infection	Squash courts cleaned daily				Y	Cleaner and volunteers cleaning in the morning as per ES guidelines.
	Infection	Immediate disposal of all used cleaning wipes and used materials.				Y	Bins in place for used wipes/towel roll & signage.
	Infection	Hand sanitiser and wipes provided at courtside for use by players in addition to hand washing stations.				Y	Regularly check supplies.
	Infection	Strict rules in place for how courts can be used including: <ul style="list-style-type: none"> Contactless booking / payment Limited numbers to meet government guidelines Games only allowed as per ES guidelines. 				Y	Contactless booking in place. As per ES guidelines.
	Infection	Maximum numbers allowed in squash court/gym areas to allow for social distancing.				Y	4 players on each court plus max 2 members in the gym.
	Infection	Players to be responsible for providing their own squash equipment - limited sharing or hiring of equipment.				Y	Email reminders, posters at the club.
	Infection	All gym equipment used by members to be and cleaned after every use.				Y	Email reminder plus signage to clean down equipment after use.
	Infection	Disposal of all used cleaning wipes and used materials at the end of each session (ES).				Y	Bins in place and signage.
	Infection	Where possible and practice consider closing courts on a rotational basis for at least 72 hours				Y	Based on a thorough cleaning schedule courts will not be closed unless there is a known contamination. Risk of closing one court may increase the usage and contamination of other courts. The need for court closure will be re-evaluated regularly.

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	Infection	Daily clean of gym floor.				Y	Cleaning increased to every day.
STORE AREAS	Infection	Store cupboard to be kept locked, access only limited to coach				Y	Members to provide own equipment, use of club equipment not necessary.
KITCHEN & BAR AREA	Infection	Close kitchen closed due to the high contamination risk of area and the challenges of maintaining social distancing. Bar open as per government guidelines.				Y	Kitchen locked until further notice. Bar info communicated to members with email.
TOILETS & SHOWERS	Infection	Initial deep clean of toilets and showers prior to players and/or staff entering the building.				Y	Deep clean undertaken.
	Infection	Restriction of showers/toilets/changing areas at all times				Y	Numbers limited in both male & female changing rooms/showers, communicated by email to members.

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	Infection	Cleaning of toilet and hand wash area				Y	Increased cleaning to daily. Email & signs for members to clean after using facilities.
PLAYERS	Infection	Strict rules on players not entering the building if they are unwell or show any COVID-19 symptoms.				Y	Email to members.
	Infection	Handling of the same ball by different players during a session is discouraged.				Y	Email to members.
	Infection	To reduce sweat droplets, adopt the use of sweatbands and regularly change playing kit. Wiping hands on walls or door on court C is strictly prohibited.				Y	Email & signage.
	Infection	Bring own fluids/refreshments and use own water bottle at all times. Water fountains to be used for filling water bottles only. All personal 'waste' (empty water bottles, wrappers etc) to be taken home.				Y	Email & posters Remove paper water cones.
	Infection	Players should arrive in kit and no earlier than five minutes before the session start time. Players should exit the building immediately following the end of the session after cleaning touch points. Courts timed for 75 minutes – 45 minutes play and remaining time used for cleaning down touch points and airing time before next court slot. Until 1 st June, when courts are for 1 hour slots				Y	Email & signage.
	Infection	The MyCourts booking system and the door fob entry system automatically records members entering the club and using the facilities and this can be used for Test & Trace purposes if required.					Email.
VISITORS	Infection	To ensure that contact details are available for Test & Trace purposes, all visitors/non-members/guests when entering or using the club facilities are strongly encouraged to either scan the QR code provided using the NHS Test & Trace app or write their details on the contact register provided and post into the safe. Our Return to Squash policy and Test & Trace Privacy Notice are available at the club and online for everyone to review.					Email, provide QR code and contact register.

	Infection	Club members must notify the club (via email) if non-members/guests/visitors are planning on using the facilities. Guests must confirm that they have read and understood our Return to Squash policy and will be strongly encouraged to use the QR code or contact register at the club, for Test & Trace purposes.					Email, QR code and contact register
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Manager's Signature	Date	Assessment Review Date

