

COVID-19 Risk Assessment

Risk title (Details of task/ operation being assessed)	Planning to re-open Leaffield Community Gym during COVID-19 pandemic Note: <ul style="list-style-type: none"> Government guidance allows indoor gyms to open from 25 July 2020 Risk assessment reviewed and amended to reflect Government guidance published on 9 July 2020 Risk assessment completed whilst the infection rate falling, but further spikes possible, so will review regularly Decision taken at Gym Committee meeting on 17 July 2020 to re-open on 1 August 2020. Postponed until 8 August to allow all actions to reduce risks to be completed 	Risk assessor(s) name(s):	Gym Committee: Nick Birtley Liz Blount Froggy Hall James Humphreys Richard Pointer Andrew Thompson Rich Weinhold
		Others involved:	Shared with Parish Council
		Assessment date:	15 June 2020 Reviewed 22 July 2020
Location:	Leaffield Community Gym, The Pavilion, Leaffield OX29 9QJ	Date of last assessment:	Not applicable
		Review date:	8 September 2020

No.	Description of hazard (include rationale for Likelihood and Consequence scoring)	Existing controls/ actions already in place	Risk rating (Likelihood x Consequence using matrix below)	Further control required Yes/ No	Revised risk rating
1.	Small room and proximity of equipment make 2 metre or 1 metre plus social distancing difficult, especially if more	<ul style="list-style-type: none"> Gym open from 6.00am until 10.00pm and between these times members have open/ unrestricted access to the building using their entry fob 	15 or 20	Yes	10

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	<p>than 2 gym members present. Use of screens also impractical As open access for any gym member with an entry fob, potential for people from different households to be present at the same time with risk of cross-infection.</p>	<ul style="list-style-type: none"> • Usually only one or two gym members use facility at same time, spread throughout the day • Between 5.00pm and 8.00pm more likely to be more than two gym members present • Cardio equipment is more than two metres away from multi-gym, but there is less than 2 metres distance between the stations on the multi-gym, and between each piece of cardio equipment • Windows can be opened to increase fresh air flow • Entry door could be wedged open, but members discouraged from doing this for safety reasons <p>Actions taken to reduce risk</p> <ul style="list-style-type: none"> • Whilst social distancing rules are in place/no vaccine available, restrict use of gym to individual member/ couple/ family from same household • Introduce a booking system for one hour time slots between 6.00am and 10.00pm (To review if social distancing measures change) • Developed guidance for gym users that includes non-use of gym if symptomatic, hand sanitising on arrival and before leaving the gym, 			

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		cleaning equipment before/after use, opening of windows to increase ventilation <ul style="list-style-type: none"> • Gym cleaned thoroughly three times a week 			
2.	Unstaffed gym so no one to monitor gym user compliance with social distancing/ hygiene measures	<ul style="list-style-type: none"> • No controls in place • Gym run by volunteers and having someone present during opening hours is impractical and potentially puts volunteers at risk of infection <p>Actions implemented to reduce risk</p> <ul style="list-style-type: none"> • Guidance for safe gym use sent to all members by email. Also on the gym website and posted on the notice board at the gym • Gym members have to confirm that will adhere to guidance each time they book to use the gym online • Gym members have choice to keep their membership frozen until they feel confident to return to using the gym • Gym will be cleaned thoroughly three times a week. Cleaning completion checklist to be displayed in gym to reassure gym members 	15	Yes	10
3.	Use of toilets and no hot water for hand washing	<ul style="list-style-type: none"> • Cold water, anti-bacterial soap dispensers and kitchen towel rolls available in toilets • Guidance from Unicef states that cold and warm water are equally effective at killing germs and viruses – as long as soap is used 	5	No	

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		<p>Actions implemented to reduce risk</p> <ul style="list-style-type: none"> • Alcohol based hand sanitiser to be provided in gym (initially small dispensers, at least 60% alcohol) • Once available provide 2 x wall mounted, touch free hand sanitiser dispensers (at least 60% alcohol content) • Continue to provide anti-bacterial soap pump dispensers in both toilets • Paper towel dispensers fitted in both male and female toilet areas, as well as in gym • Display signs put up in each toilet to encourage and explain good hand washing technique • Good hand washing technique included in guidance shared with all gym members • Cleaning of toilet areas to be increased to three times a week. Cleaning completion checklist to be displayed in gym to reassure gym members 			
4.	Cross-infection from frequently used touch points – for example gym equipment controls, straps, handles and bars. Also door handles, light switches, spray and soap dispensers, taps, etc.	<ul style="list-style-type: none"> • Gym users encouraged to wipe equipment before and after use with anti-bacterial spray and wipe dry with kitchen towel • Cleaner left at end of March 2020 and replacement not yet identified <p>Actions implemented to reduce risks</p> <ul style="list-style-type: none"> • Reduce touch points by installing sensor driven, wall mounted hand sanitiser units (x 2) 	15	Yes	10

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		<ul style="list-style-type: none"> • Provide specialist cleaning spray for use by gym users, together with hand towels in wall mounted dispensers (spray and wipe down all equipment before and after use) • Guidance sent to all gym members and signs up in gym to remind them to clean equipment after use and sanitise hands • Thorough cleaning of gym (three times per week). Checklist to be displayed in gym to reassure gym members • Encourage feedback from gym members about cleaning 			
5.	Cross-infection from airborne coronavirus droplets expelled during vigorous exercise, or when a gym user coughs or sneezes	<ul style="list-style-type: none"> • Gym users encouraged to wipe equipment down after use with anti-bacterial spray and paper towel <p>Actions implemented to reduce risk</p> <ul style="list-style-type: none"> • Introduced online booking system (one hour slot) and ask gym users to clean equipment at start and end of hour session • Use of gym limited to single household individual/couple or family members in each hour slot • In line with Government guidance, ventilation must be increased during gym use by opening windows/ internal and external doors (this reinforced in guidance for users) 	15 or 20	Yes	12

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6.	Cross-infection from virus remaining on any contaminated surface	<ul style="list-style-type: none"> • Regular cleaning of gym – three times a week • Gym users encouraged to wipe equipment down after use with anti-bacterial spray and paper towel • Cleaner left in March 2020 <p>Actions implemented to reduce risk</p> <ul style="list-style-type: none"> • Research suggests that how long any respiratory virus survives will depend on a number of factors: <ul style="list-style-type: none"> ○ What surface the virus is on ○ Whether it is exposed to sunlight ○ Differences in temperature and humidity ○ Expose to cleaning products • Under most circumstances, the amount of infectious virus on any contaminated surfaces is likely to have decreased significantly by 24 hours and even more so by 48 hours • Members asked to clean equipment before and after use with specialist spray • Regular cleaning to include all surfaces and touch points. Checklist developed for cleaner which will be displayed on gym noticeboard when tasks completed to reassure members 	12	Yes	12
7.	Access to toilets/ kitchen when Parish Council are	<ul style="list-style-type: none"> • No controls in place and risk of cross infection, but council use meeting room only once or 	12		8

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	using the meeting room	<p>twice a month pre-COVID-19</p> <p>Actions implemented to reduce risk</p> <ul style="list-style-type: none"> Discussed with Parish Council, who will continue to meet virtually for coming months Guidance for gym members to discourage use of kitchen and instead to bring own water/sports drink with them Toilets will still be available for use (feedback from gym users requested this). Additional cleaning of toilet will take place to reduce cross infection risk 			
8.	<p>Evidence shows that certain groups more vulnerable:</p> <ul style="list-style-type: none"> BAME ethnicity aged above 55, particularly with comorbidities White European ethnicity aged over 60 Males Pregnancy Underlying health conditions (hypertension, CVD, diabetes, chronic kidney disease, COPD, asthma) BMI over 40 	<ul style="list-style-type: none"> Gym application form asks for information about some medical conditions, age, but is not reviewed over time <p>Actions implemented to reduce risk</p> <ul style="list-style-type: none"> Guidance developed for all members that highlights these groups as at risk, and that use of gym at members own risk – members confirm this when book online Online booking system introduced and only allow individual/couple/family members from one household to use gym at any one time Hygiene materials provided and awareness raising, plus regular thorough cleaning three times a week 	15 or 20	Yes	12

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		<ul style="list-style-type: none"> Gym members that prefer not to restart their membership on 8 August 2020 can request to have membership frozen until they are ready to return 			
9.	If gym remains closed risk that members may leave and ongoing loss of income makes continued operation unviable	<ul style="list-style-type: none"> Emergency contingency funds in place Government grant received to cover business continuity during COVID-19 pandemic <p>Actions implemented to reduce risk</p> <ul style="list-style-type: none"> Ongoing communication with gym members so aware of developments and have a say in decisions (for example survey of members about options for re-opening) Following decision by Government to allow indoor gyms to re-open, Leaffield Gym will re-open on 8 August 2020 (subject to regular review of risks) 	8	Yes	6

Scoring matrix

		Likelihood				
Consequence/ impact		Rare 1	Unlikely 2	Possible 3	Likely 4	Almost certain 5
Negligible	1	1	2	3	4	5
Low	2	2	4	6	8	10

Moderate	3	3	6	9	12
Significant	4	4	8	12	16
Catastrophic	5	5	10	15	20

Likelihood x Consequence		
Low risk	1-9	Action – Continue but review periodically to ensure control measures remain effective
Moderate risk	10-12	Action – Continue but implement additional reasonably practicable controls where possible and monitor regularly
Significant risk	15-25	Action – Identify new controls. Activity must not proceed until risks are reduced to low or moderate level