



### General Details

Assessor	Barry Squires
Assessment Date	06/07/2020
Signed Off By	Barry Squires
Signed Off On	31/07/2020
Operation Assessed	Return to work COVID-19 Adaptations (Eastbourne Sports Centre)

#### Associated with specific area

- Registrar and Secretary
- Student Operations and Support
- Sport Brighton

#### Description of work area and/or activity assessed

This is a COVID secure risk assessment to aid in the identification of relevant risk controls for the hazards associated with coronavirus and operation of Eastbourne sports facilities. It will be modified by persons responsible for a specific activity or location to take account of the variables affecting the assessment (place, people, processes, equipment etc). The control measures listed will be edited to be very specific to the activity within Eastbourne Sports Centre. Full return to work adaptations, reopening action list, adapted cleaning regimes, member communications plan, user flow management floor plans and facility social distancing charts have been developed and all align to the measures within with overarching risk assessment.






### Overall Current Risk






### Persons Affected

- Children (<16)
- Contractors
- Others
- Persons with disabilities
- Pregnant people
- Staff
- Students
- Visitors
- Young persons (16-17)








Current Rating	Hazard Information	Task Status
<b>Low</b> 	<b>Other</b>  Staff Awareness of COVID-19 facility adaptations	
	<b>Measures Currently in place to prevent risk of injury</b>	
	Before reopening, several walk arounds with Head of Sport and Deputy Head of Sport, Facility and Operations and Health & Safety Advisor have been held to discuss and review all return to work adaptations and guidance being put in place. In the first instance, all documentation as well as this RA will be shared on Sport Brighton MS Teams group for comment.	










Potential Rating	Additional Controls Required		
<b>Low</b> 	Additional Controls and Actions	Due by / Whom	Action Status
	 Return to work online training sessions to be conducted to whole team on departmental and institutional updates in the weeks leading up to reopening before full operational return to work session carried out onsite by John Hill.	<b>31/07/2020</b> B.Squires	
	Additional Controls and Actions	Due by / Whom	Action Status
	 Full staff induction covering all return to work adaptations and procedures pre re-opening of facility	<b>03/08/2020</b> B.Squires	












Current Rating	Hazard Information	Task Status
<b>Low</b> 	<b>Biological</b>  The transmission of coronavirus between individuals on campus.	
	<b>Measures Currently in place to prevent risk of injury</b>	
	Only activities sanctioned by senior management are allowed to take place on campus, and where people are able to work from home, they are required to do so.	
	<b>Information for people:</b> <b>1. Returning to work</b> - Individuals are instructed not to come to work if they have symptoms of COVID-19 or if they are self-isolating due to COVID-19 illness in their home environment. - Individuals are encouraged to walk, cycle or drive to work and avoid public transport. - Meetings should only be held if absolutely necessary, and should be held as on-line meetings, even if some or all of the participants are on campus. Where this is not possible meetings must be held where 2 metre distancing can be maintained and preferably in a well ventilated space or outdoors. - Individuals are instructed (via an appropriate means, posters, electronic and/or verbally) on the importance of good hygiene i.e. washing hands with soap and water for 20 seconds on arrival at work and frequently during the day, using tissues to catch coughs and sneezes, and on the need to keep 2m from others where possible. - Individuals are encouraged to bring their own food and drinks to work. - Any staff required to work in shared office space must get approval from their line manager and select pre set shift from central document to manage numbers in open office space.	
	<b>2. Operational Staff</b> - as above and additionally; - All F/T operational staff to base at Eastbourne until other sites reopen to reduce need for casual staff. - Once second site reopens teams will be split to distinct operating groups to manage operating hours to restrict cross-contact. Any casual staff supplement will follow same suit. - Line managers to control specific rooms for staff to utilise if required to be on campus MP-admin office, iso room JH, analysis room CS	
	<b>Social Distancing:</b> <b>1. Office areas</b> - Work areas are laid out and demarcated to accommodate a distance of 2m between people where possible. - Large gatherings of staff are avoided and electronic meetings should take place where possible. - People are encouraged to take breaks outside in well ventilated areas.	











Current Rating	Hazard Information	Task Status
	<ul style="list-style-type: none"> <li>- reception areas will have clearly identified maximum capacity numbers as marked by signage on doors.</li> </ul> <p>2. Communal Kitchens</p> <ul style="list-style-type: none"> <li>- Office kitchen is limited to single capacity at any one time. All equipment must be wiped down after each use before leaving.</li> <li>- People should bring their own food, which ideally does not require the use of a microwave, as there will potentially be limited access to kitchen or catering facilities.</li> <li>- Staff will be asked to bring their own crockery/cutlery and this must be taken with them and not stored onsite.</li> <li>- Cleaning station will be provided in kitchen area with antibacterial cleaner and wipes which should be used after every use to clean all touch points.</li> <li>- Tea towels to be removed and not used. Blue roll will be provided.</li> </ul> <p>3. Member areas:</p> <ul style="list-style-type: none"> <li>- Capacity levels automated for all spaces. All other areas only via bookable instructor/hirer led sessions should mean numbers on site pre-planned in all areas and will follow all approved NOP.</li> <li>- Signage will be displayed on all facility doors to note maximum capacities.</li> <li>- markings on studio floor will be placed to clearly mark spaces available for users.</li> </ul> <p>4. Corridors</p> <ul style="list-style-type: none"> <li>- Corridors and staircases are designated one-way where appropriate with signage, or split (walk on the left) to enable passing of individuals.</li> </ul> <p>5. Reception/Foyer areas</p> <ul style="list-style-type: none"> <li>- where queues may develop will have queue management systems in place.</li> <li>- Seating in foyer areas managed to ensure 2m gaps between people. All other seating will be removed.</li> </ul> <p>6. Gyms</p> <ul style="list-style-type: none"> <li>- Specific fixed and free weights items removed or restricted to ensure safe training environment</li> <li>- Available gym equipment split into red and blue alternating sessions to allow continuous cleaning to be maintained.</li> <li>- all access managed online via pre determined bookable slots to manage reduced capacities</li> </ul> <p>7. Spin Studio</p> <ul style="list-style-type: none"> <li>- closed until restrictions lifted as confined space</li> </ul> <p>8. Studios</p> <ul style="list-style-type: none"> <li>- re-provisioned as Spin studio with increased space between stations</li> <li>- marking on floor or placement of spin bike will indicate user capacity and space requirements</li> </ul> <p>Gaudic Gymnasium</p> <ul style="list-style-type: none"> <li>- becomes studio space to support social distancing and increased capacity access.</li> </ul> <p>9. Meeting Room</p> <ul style="list-style-type: none"> <li>- closed for general access. If used by academic schools must be covered under their RA.</li> </ul> <p>10. Outdoor facilities</p> <ul style="list-style-type: none"> <li>- Will operate as normal. Numbering of pitches/courts clearly marked. In/outs controlled and activities approved for use based against relevant NGB guidelines.</li> </ul> <p>11. Sports Halls</p> <ul style="list-style-type: none"> <li>- Will operate as normal based on restricted capacities per activity. Academic equipment controlled and cleaned by schools not Sport Brighton.</li> </ul> <p>12. Treatment/First Aid Room</p> <ul style="list-style-type: none"> <li>- closed for general use, only used in first aid emergency.</li> </ul> <p>13. Climbing Wall</p> <ul style="list-style-type: none"> <li>- closed for general use at current time</li> </ul> <p>14. Toilets</p> <ul style="list-style-type: none"> <li>- Maximum capacities for toilets to be clearly marked on toilet doors for all users to see before entering</li> </ul> <p>Workplace hygiene:</p> <p>1. General Areas</p> <ul style="list-style-type: none"> <li>- Additional visible cleaning in general areas will be carried out by EFM cleaners.</li> <li>- Hand sanitiser stations are provided at key locations in the workplace, as determined by a local risk assessment taking account of the layout of the building.</li> <li>- All Sport Brighton staff and those with licence to occupy will be asked to clean their areas before and after use.</li> </ul> <p>2. Gym/Studios/Sports Halls</p> <ul style="list-style-type: none"> <li>- Cleaning stations will be available for all people to use during and after activity to support department and EFM general cleaning regimes.</li> <li>- DO's will be undertaking additional cleaning of equipment between activity sessions on key touch points on equipment.</li> </ul> <p>3. Offices</p> <ul style="list-style-type: none"> <li>- Ventilation in the workplace is maximised, e.g. by the opening of windows and doors, and by checks that mechanical ventilation systems are functioning as expected.(under EFM control)</li> </ul> <p>4. Reception</p> <ul style="list-style-type: none"> <li>- Clear screens are in place where static face-to-face activities need to take place</li> <li>- Where possible cashless tills will initially operate to reduce risk of transmission</li> </ul> <p>Infectious waste management:</p> <p>1. Bins</p> <ul style="list-style-type: none"> <li>- Sufficient bins are provided at suitable locations in the workplace for disposal of tissues.The contents of waste bins used to collect personal tissues must be double bagged.</li> <li>- Disinfection procedures are in place for waste generated from people e.g. tissues etc in bins.</li> </ul> <p>2. Workplace equipment:</p> <ul style="list-style-type: none"> <li>- Where reasonably practicable, equipment should be designated for use by a named single individual e.g. pens, phones, keyboards, headsets.</li> </ul>	












Current Rating	Hazard Information	Task Status
	<p>- Any equipment used/touched by multiple people during a work period must be sanitised at regular intervals with supplied specified wipes or spray/cloth.</p> <p>COVID-19 Break out:</p> <p>- If any individual tests positive for Coronavirus we shall immediately follow university protocol with regards to facility closure:</p> <ol style="list-style-type: none"> <li>1. Evacuate determined activity area and lock door</li> <li>2. Move person to first aid room if still onsite and notify H&amp;S/EFM</li> <li>3. Support individual with PPE and safely remove from facility</li> <li>4. Add no entry sign for 72hrs</li> <li>5. Inform individual to follow PHE/Track &amp; Trace guidance and isolate accordingly.</li> <li>6. EFM to deep clean after 72hrs</li> </ol> <p>- We would then follow direct advice from PHE with regards to track and trace.</p> <p>Visitors/Licence to occupy organisations:</p> <p>- All should be encouraged to follow the same hygiene rules as staff</p> <p>- Information regarding sports facility adaptations and distancing restrictions will be clearly communicated via digital and print media online and within all facility spaces.</p> <p>- Reopening videos will be conducted and sent to all user groups ahead of reopening so all visitors are aware of expectations upon arrival.</p> <p>- Copy of central return to work guidance and Sport Brighton COVID-19 RA will be sent to licence to occupy organisations ahead of reopening to ensure compliance from external staff to above measures.</p>	


Potential Rating	Additional Controls Required		
<p>Low</p> <p></p>	Additional Controls and Actions	Due by / Whom	Action Status
	 Conduct 'welcome, If..' comms campaign with all user groups	31/07/2020 M.Page	<b>Complete</b>
	Additional Controls and Actions	Due by / Whom	Action Status
	 Reception cleaning station in place with required cleaning products for staff to use before and after workstation use.	31/07/2020 J.Hill	<b>Pending</b>
	Additional Controls and Actions	Due by / Whom	Action Status
	 Sport Development rota created for those requiring to return to work for business purposes so can control capacity of main admin back office area.	31/07/2020 C.Slater	<b>Pending</b>
	Additional Controls and Actions	Due by / Whom	Action Status
	 Prepare and install new cleaning stations in all learning spaces: sports hall, studio, Gaudick, College, STP, Meeting room, Poolside, Lower Gym, Upper Gym, Spin Studio, Main Studio, Rehab Area. ensure cleaning station has stock of diluted cleaning solution in spray bottles, blue roll and information signage how to use.	31/07/2020 J.Hill	<b>Pending</b>
	Additional Controls and Actions	Due by / Whom	Action Status
	 EFM to provide relevant cleaning products as per department request to Procurement on 13/8/20.	31/07/2020 R.Cartwright	<b>Complete</b>
	Additional Controls and Actions	Due by / Whom	Action Status
	 New hand sanitiser stations to be located in agreed locations; building entrance and exits, reception area, gyms, studios, toilets, westside and dayside changing areas.	31/07/2020 J.Hill	<b>Pending</b>

Additional Controls and Actions	Due by / Whom	Action Status
 EFM to confirm correct operation of windows in office areas	<b>31/07/2020</b> R.Cartwright	<b>Complete</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Relocate spin bikes to studio based off new maximum capacity for classes.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Dorgards to be purchased and fitted to high use corridor areas as agreed with Fire Safety officer Nick Greenwood in areas; studio stairwell door, main corridor door near lockers, dry side corridors doors near lockers, main door near turnstiles too corridor and doors at top of staircase to spin studio.	<b>13/07/2020</b> T.Rodriguez	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Close down all use of therapy activity in therapy room.	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Approval by Fire Safety officer on use of door wedges in fire doors that will temporarily be used where a change of use to egress from areas. Approval condition: All Sports staff, and not just fire wardens, must remove corridor door wedges if the fire alarm activates and at close of business. This will be strictly adhered to in order to mitigate these temporary arrangements. It is vital that any potential fire spread is reduced by restoring the compartmentalisation to allow suitable time for all building occupiers to exit safely.	<b>31/07/2020</b> N.Greenwood	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Block second set of doors to Sport Hall to control entrance point and capacity.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Place signage next to water fountains stating filling station only and not to be used orally.	<b>31/07/2020</b> M.Page	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Meeting Room to be closed and signed shut on all entry doors to room.	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions	Due by / Whom	Action Status
 PHE hand wash signage near all sinks in changing areas.	<b>31/07/2020</b> M.Page	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status


	Cover poolside balcony view area safety railing to ensure privacy measures for those who change to swim.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Turn back desk to wall in back office area and relocate out of use PC to middle table acting as natural social distancing measure.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Clearly mark gym equipment that is out of action to users and that which is available in programmed RED and BLUE sessions.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Take Maglock function off door to Sprinters cafe to ensure remains closed.	<b>31/07/2020</b> R.Cartwright	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	max capacity signage to be placed on doors leading into storage areas.	<b>31/07/2020</b> B.Squires	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Ensure air conditioning and ventilation units in all areas are maintained and working based off Government COVID ventilation guidance.	<b>03/08/2020</b> B.Mullett	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	clear signage to be erected for water fountains use as bottle fill only.	<b>31/07/2020</b> M.Page	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	EFM to confirm removal of additional general and hazardous waste on daily basis	<b>31/07/2020</b> R.Cartwright	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Capacity levels for all spaces fixed at the below with signage on doors: pool 16 studio 12 or 9 (static vs active class) gym top floor 18 gym bottom floor 18 college & Gaudick gym 20 (moving activities) STP (depending upon activity and relevant sport NGB guidance)	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Maximum capacity signage labels on all doors clearly labelled for staff/users awareness	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Remove all unnecessary seating in staff room areas.	<b>31/07/2020</b> J.Hill	<b>Pending</b>

Additional Controls and Actions	Due by / Whom	Action Status
 Conduct necessary return to activity communications with all external user groups before facility reopening so all are aware of facility adaptations and measures to follow once onsite.	<b>31/07/2020</b> M.Page	<b>Complete</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Remove tea towels and place cleaning station in kitchen.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status
 flow chart to be produced for operational staff to follow if outbreak situation occurs.	<b>03/08/2020</b> J.Penn	<b>Complete</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Hand sanitiser stations to be fitted to new agreed locations and topped up with foam solutions on daily basis	<b>31/07/2020</b> R.Cartwright	<b>Complete</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Take out of use single toilet cubicle next to Cardiac Rehab room.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Mark reception/foyer areas with 'keep your distance' queue markings on floors	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Reposition necessary gym equipment to ensure social distancing measures are met for users to work out safely and remove any loose functional equipment that should not be accessible to users.	<b>24/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Operational rota created by line manager and communicated to all staff so aware of revised working hours	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Office cleaning station with screen/keyboard/phone cleaning products in place.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status
 Wet side changing areas limited to four people noted by chair only and not benches.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions	Due by / Whom	Action Status

	Toilet maximum capacity signs to be placed on all toilet door entry points. Dry side toilets max capacity 3. Accessible toilets 2.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Install Reception screen between staff and users	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Procure all requested cleaning/PPE requirements for Sport Brighton	<b>17/07/2020</b> J.Wood	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Floor markers placed in activity areas to note maximum user capacities	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Take out of action all vending machine units.	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	all soft fabric covered furniture to be removed from reception/foyer area and placed in training room.	<b>31/07/2020</b> R.Cartwright	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Revised facility cleaning arrangements to be confirmed with EFM Site Manager	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	clearly label new exit routes from activity spaces for users to follow under normal operating procedures and inform class leaders fo here before sessions commence.	<b>31/07/2020</b> J.Hill	<b>Pending</b>
Additional Controls and Actions		Due by / Whom	Action Status
	order all required member and COVID-19 related user facility signage as agreed with senior management team.	<b>24/07/2020</b> M.Page	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Split all designated corridors into two way spaces with signs stating 'keep left', 'keep right', 'keep your distance'.	<b>31/07/2020</b> J.Hill	<b>Complete</b>
Additional Controls and Actions		Due by / Whom	Action Status
	Clearly mark on floor 2m spacing queue lines towards main reception area as to avoid main walking routes for other users.	<b>31/07/2020</b> J.Hill	<b>Complete</b>

Current Rating	Hazard Information	Task Status
<div>Low</div> <div><div></div><div></div><div></div><div></div><div></div></div>	<div> <b>Biological</b></div> <div>Transmission of coronavirus to individuals with health conditions, including BAME, which put them at higher risk from the effects of the COVID-19 illness.</div>	<div><div>0</div><div>0</div><div>0</div></div>
	Measures Currently in place to prevent risk of injury	
	Processes supporting individuals classed as vulnerable from a health perspective will follow the government advice. Further advice is available from HR.	

Potential Rating	Additional Controls Required
<div>Low</div> <div><div></div><div></div><div></div><div></div><div></div></div>	<div><b>No Remedial Actions Entered</b></div> <div>If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.</div>

Current Rating	Hazard Information	Task Status
<div>Low</div> <div><div></div><div></div><div></div><div></div><div></div></div>	<div> <b>Human factors</b></div> <div>Potential increase in anxiety and similar conditions as a result of being asked to come onto campus to work following a period of lockdown.</div>	<div><div>0</div><div>0</div><div>0</div></div>
	Measures Currently in place to prevent risk of injury	
	<div>(HR to advise further)</div> <div> <ul style="list-style-type: none"> <li>- Workplaces have been made 'COVID Secure' in line with government guidance.</li> <li>- Information provided to individuals in advance of attendance on campus as part of online staff training sessions outlining what they can expect to see and be asked to do.</li> <li>- Frequent and open conversations with line managers take place which is then fed back into weekly management meetings.</li> <li>- Individuals to be referred to Occupational Health for support and resolution if needed.</li> <li>- Individuals to regularly self assess their health status in relation to COVID-19.</li> </ul> </div> <div>The HR Stress Management Policy may be implemented if required.</div>	

Potential Rating	Additional Controls Required
<div>Low</div> <div><div></div><div></div><div></div><div></div><div></div></div>	<div><b>No Remedial Actions Entered</b></div> <div>If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.</div>

Current Rating	Hazard Information	Task Status
Low 	<b>Human factors</b> Potential discomfort, humiliation and/or abuse at work as a result of individuals feeling that the 2m social distancing arrangements are not being respected.	
Measures Currently in place to prevent risk of injury		
- Markings and signage are provided to remind everyone within sports facilities what minimum social distancing measure looks like. - A 'Welcome, If..' comms campaign will be delivered to all user groups and staff before opening to clearly outing expectations. - Individuals at work will be provided with information prior to working on campus post-lock down regarding the requirement for social distancing, and the need to raise any concerns about this early with their manager. - Duty Officers will monitor activities and locations to ensure that individuals are complying with the social distancing requirements, and will take action as appropriate to remind people thereby reducing the risk of escalation. - Any violence at work will be reported as an Incident using Assessnet. - The Bullying, Harassment and Victimisation At Work Policy may be implemented.		



Potential Rating	Additional Controls Required
Low 	<b>No Remedial Actions Entered</b> If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.



Current Rating	Hazard Information	Task Status
Low 	<b>Biological</b> Transmission of coronavirus to UoB staff or students whilst working off campus.	
Measures Currently in place to prevent risk of injury		
- No off-site activity is permitted. - When off-site activity is permitted, specific trip risk assessments will need to consider this specific risk.		

Potential Rating	Additional Controls Required
Low 	<b>No Remedial Actions Entered</b> If there are any reasonably practicable actions which can be taken to reduce the risk associated with this hazard please use the form above to enter them.

Current Rating	Hazard Information	Task Status
Low 	<b>Biological</b> Transmission of droplets via orally used water fountains	
Measures Currently in place to prevent risk of injury		
All centre water fountains will have signage next to water fountains indicating that fountains can only be used a bottle fill only.		

Potential Rating	Additional Controls Required		
Low 	Additional Controls and Actions	Due by / Whom	Action Status
	signage to be erected by water fountains to indicate bottle fill only.	<b>31/07/2020</b> B.Squires	

Current Rating	Hazard Information	Task Status
Low 	 <b>Biological</b> PPE requirements for individuals using sports facility	<div>1</div> <div>0</div> <div>0</div>
	Measures Currently in place to prevent risk of injury	
	The facility has a controlled one way system in place for all users once they enter and transition to their activity location. On top of this users will exit via newly provisioned fire exit doors out of each activity area so will not require to transition back against flows of people to the central foyer and entrance doors. We have also removed all furniture from foyer area to increase social distancing measures at the initial facility entry point to reduce users being present in this area. This operational control of flow, additional social distancing signage supporting movement of users and additional single exit points means that staff and users will not be required to wear face coverings whilst transitioning through the facility to their activity and also when exiting, unless they choose to do so for personal reasons.	

Potential Rating	Additional Controls Required		
Low 			
	Additional Controls and Actions	Due by / Whom	Action Status
	 information with regards to staff/users wearing masks will be communicated to all with regards to personal choice to wear if required.	<b>03/08/2020</b> M.Page	<div>Pending</div>