



# Lycetts

Risk Management Services



<b>DISCLAIMER</b>	This risk assessment is not provided or intended as a specific risk assessment is for guidance only. <b>TAILRUNNERS SE ESSEX CANICROSS RUNNING CLUB</b> accepts no responsibility for any loss or liability arising out of the use and implementation of the control measures documented. You remain responsible for the health, safety and welfare of you and your dog(s) at all times.				
<b>ORGANISATION :</b>	<b>TAILRUNNERS SE ESSEX CANICROSS RUNNING CLUB</b>				
<b>SUBJECT:</b>	<p><b>Health and Safety during the COVID-19 Outbreak</b></p> <p><b>COVID 19 IS TRANSMITTED VIA INHALATION OF THE VIRUS OR BY TOUCHING A CONTAMINATED SURFACE</b></p> <p>his risk assessment describes the hazards and controls required to prevent the spread of COVID-19 virus during the current pandemic and the phased return to work.</p> <p>This assessment will be reviewed regularly in line with Government advice:</p> <p><b>Gov.UK:</b>            <a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a>  <a href="https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19">https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19</a> (issued by Gov.UK on 11 May 2020)</p> <p><b>Public Health:</b>    <a href="https://www.gov.uk/government/organisations/public-health-england">https://www.gov.uk/government/organisations/public-health-england</a></p> <p><b>NHS:</b>  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a>  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-advice/">https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-advice/</a>  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/advice-for-travellers/">https://www.nhs.uk/conditions/coronavirus-covid-19/advice-for-travellers/</a>  <a href="https://www.gov.uk/government/publications/coronavirus-action-plan">https://www.gov.uk/government/publications/coronavirus-action-plan</a></p> <p><b>HSE:</b>  <a href="https://www.hse.gov.uk/news/assets/docs/working-safely-guide.pdf">https://www.hse.gov.uk/news/assets/docs/working-safely-guide.pdf</a></p> <p><b>Please read prior to meeting up:</b>  <a href="https://d192th1lqal2xm.cloudfront.net/2020/07/EA-return-to-activity-guidance-athletes-runners-step2-v10.pdf">https://d192th1lqal2xm.cloudfront.net/2020/07/EA-return-to-activity-guidance-athletes-runners-step2-v10.pdf</a></p>				
<b>COMPLETED BY</b>	<b>Amanda Perriman</b>	<b>JOB TITLE</b>	<b>Chairperson</b>	<b>Date of completion</b>	<b>07/07/20</b>

Describe the hazard	Who might be harmed & how	Describe what is done to prevent harm	What else needs to be done	When must it be completed
<p>COVID-19 Virus spreading between team mates, visitors, dogs and members of the public</p> <p><b>Symptoms of COVID-19</b> If anyone becomes unwell with a new continuous cough or a high temperature they will be sent home and advised to follow the stay at home guidance.</p> <p>Team mates will maintain regular contact with during this time via social media or phone.</p>	<p>Team mates, visitors, dogs and members of the public contracting the virus by inhalation or by touching surfaces contaminated with the virus.</p> <p>Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions - are at heightened risk if they contract the virus</p>	<p><b>Hand Washing</b></p> <ul style="list-style-type: none"> <li>• Hand washing facilities with soap and water are recommended to be carried on each participants vehicle and are maintained in a clean and hygienic condition.</li> <li>• Stringent hand washing taking place following Government guidelines.</li> <li>• Drying of hands with your own disposable paper towels or clean towels which are taken home and disposed or washed.</li> <li>• Encouraged to protect the skin by applying emollient cream regularly.</li> <li>• Gel sanitisers to be used in any area where washing facilities not readily available and provided by each participant.</li> <li>• Food safety gloves can be worn but the tear and sweat factor makes this a low value consideration.</li> </ul>	<ul style="list-style-type: none"> <li>• Review the participants and identify any vulnerable people who may require further assessment of individual risk <a href="https://www.acas.org.uk/coronavirus/vulnerable-people-and-high-risk">https://www.acas.org.uk/coronavirus/vulnerable-people-and-high-risk</a></li> <li>• To be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace.</li> <li>• If advised that any participant or public has developed COVID-19 and were recently in our meet (including any visit to premises), contact NHS 111: <a href="https://111.nhs.uk/covid-19/">https://111.nhs.uk/covid-19/</a> to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.</li> <li>• Team mates are to continuously monitor and watch for the signs and symptoms of COVID-19.</li> </ul>	<p>Ongoing</p>
		<p><b>Cleaning</b></p> <ul style="list-style-type: none"> <li>• Ensure frequent cleaning and disinfecting objects and surfaces that are touched regularly, particularly in areas of high use such as door handles and equipment using appropriate cleaning products and methods.</li> <li>• Vehicles are regularly cleaned, paying</li> </ul>	<ul style="list-style-type: none"> <li>• Checks will be carried out to ensure that the necessary procedures are being followed.</li> </ul>	<p>ongoing</p>



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		<p>particular attention to steering wheel and associated controls and door handles.</p>		
		<p><b><u>Social Distancing</u></b></p> <ul style="list-style-type: none"> <li>• Social Distancing - Reducing the number of persons in any area to comply with the 2-metre (6.5 foot) gap recommended by the Government.</li> <li>• Taking steps to review start and finish locations to reduce possible members of public on site. Relocating to other areas.</li> <li>• Redesigning processes to ensure social distancing in place.</li> <li>• Make use of “zello” app ensuring sufficient communication at a social distance.</li> <li>• Social distancing also to be adhered to during exercise and before and after. No pre or post meet socialising</li> <li>• No overtaking during the run. Request a stop point where all participants can distance and reorder as appropriate</li> <li>• Avoid shouting or singing close to people use the “zello” app.</li> </ul>	<ul style="list-style-type: none"> <li>• To be reminded on a frequent basis of the importance of social distancing both on meets and outside of this</li> <li>• Posters to be designed to maintain social distancing.</li> <li>• Use floor markings, or keeping to a 2-metre (6.5 foot) gap a lead mid and tailrunner to indicate route and a one-way flow.</li> <li>• Mark out 2-metre (6.5 foot) gap before start of meet to remind what this is</li> <li>• checks to ensure this is adhered to.</li> </ul>	<p>Always</p>
<p>Members of public too close to participant</p>	<p>Members of public spreading or contracting the virus</p>	<ul style="list-style-type: none"> <li>• Distance yourselves and remind people of the safe distance to be maintained.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor and ensure safe distances are maintained.</li> </ul>	<p>Always</p>
<p>Shared items such as equipment</p>	<p>Participants spreading of contracting the virus</p>	<ul style="list-style-type: none"> <li>• Spare kit already loaned out has been in quarantine and was available for long term borrow from a remote pick up and advised to sanitise hands on</li> </ul>	<ul style="list-style-type: none"> <li>• Keep record of all spare kit and ensure the protocols are adhered to</li> </ul>	<p>Ongoing</p>



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		<p>collection and after use and to launder on return. No further spare kit on offer at moment.</p> <ul style="list-style-type: none"> <li>• Ensure you wear and dispose of any PPE as per government guidance.</li> <li>• No shared water via a dog bowl.</li> </ul>		
Poorly informed members of public/participants	Members of public/participants spreading of contracting the virus	<ul style="list-style-type: none"> <li>• Suitable warning signs and posters will be displayed to ensure that all members of public/participants are aware of our policy and know what we have implemented to help maintain safe social distancing.</li> </ul>		
Poorly informed participants	Members of public/participants spreading of contracting the virus	<ul style="list-style-type: none"> <li>• All participants will be briefed regarding the required controls. A record of this training will be maintained.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide clear, consistent and regular communication to improve understanding and consistency of ways of participating.</li> <li>• Clearly outline the new procedures and practices.</li> <li>• Meet briefing required.</li> </ul>	ASAP
Mental health and anxiety issues	Participants may suffer anxiety or depression, stress as a result of the current virus situation	<ul style="list-style-type: none"> <li>• Participants are encouraged to talk to their team mates if they are struggling with mental health issues.</li> <li>• Professional medical advice will be suggested as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor the well-being of teammates/participants and help them to stay connected</li> </ul>	ASAP Ongoing
General travel	Participants spreading or contracting the virus	<ul style="list-style-type: none"> <li>• Public transport use should be kept to absolute minimum. Ensure that safe social distancing is maintained if using public transport for essential travel.</li> <li>• Your own vehicles are regularly cleaned, paying particular attention to steering wheel and associated controls and door handles.</li> </ul>	<ul style="list-style-type: none"> <li>• If safe social distancing is not possible a clean non-surgical grade face mask should be worn.</li> <li>• When parking please ensure space between vehicles so adhere to social distancing when you leave and reenter the vehicle.</li> </ul>	Before travel.



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Changing facilities, showers and drying rooms	Participants spreading or contracting the virus	<ul style="list-style-type: none"> <li>Not provided</li> </ul>		
First aid	Spreading or contracting the virus when administering or receiving first aid	<ul style="list-style-type: none"> <li>In line with government advice, make sure you wash your hands or use an alcohol gel, before and after treating a casualty also ensure that you don't cough or sneeze over a casualty when you are treating them.</li> <li>Don't lose sight of other cross contamination that could occur that isn't related to COVID-19.</li> <li>Wear gloves or cover hands when dealing with open wounds.</li> <li>Cover cuts and grazes on your hands with waterproof dressing.</li> <li>Dispose of all waste safely.</li> <li>Do not touch a wound with your bare hand.</li> <li>Do not touch any part of a dressing that will come in contact with a wound.</li> </ul>	<ul style="list-style-type: none"> <li>First aiders required to have PPE relevant to such as face masks, shields, gloves, clothes coverings etc.</li> <li>Ensure first aiders are briefed regarding a non-breathing casualty: <a href="https://www.sja.org.uk/get-advice/first-aid-advice/unresponsive-casualty/how-to-do-cpr-on-an-adult/">https://www.sja.org.uk/get-advice/first-aid-advice/unresponsive-casualty/how-to-do-cpr-on-an-adult/</a></li> </ul>	As required.
Non reporting under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations	Could be prosecuted for failing to comply with a Statutory requirement.	<ul style="list-style-type: none"> <li>We will make a report under RIDDOR (The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) when:               <ul style="list-style-type: none"> <li>an unintended incident that has led to someone's possible or actual exposure to coronavirus. This must be reported as a dangerous occurrence.</li> <li>a teammate or participant has been diagnosed as having COVID-19 and there is reasonable evidence that it was caused by exposure at a meet.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Further detailed information is available: <a href="https://www.hse.gov.uk/news/riddor-reporting-coronavirus.htm">https://www.hse.gov.uk/news/riddor-reporting-coronavirus.htm</a></li> </ul>	



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		<p>This must be reported as a case of disease.</p> <ul style="list-style-type: none"> <li>• a teammate or participant dies as a result of occupational exposure to coronavirus.</li> </ul>		

Teammate or participant

- Please ensure all are aware of reporting requirements and that all confirmed cases are escalated to your team.
- Information notes are to be sent out and any updates communicated in a timely manner.
- This must include letting teammate or participant know about symptoms and actions the medical professionals are advising people to take.
- A teammate or participant who has been isolated for 14 days cannot return to work until the appropriate 'fit note' documentation is provided by their GP/healthcare provider to demonstrate they are now fit to return to work.
- Assessments to be reviewed every 6 months or where significant change has occurred.

If in England call **NHS on 111**, if in Scotland call your **GP or NHS 24**, if in Wales call **0845 46 47 or 111** or if in Northern Ireland contact **0300 200 7885** where you will be assessed by an appropriate specialist. NHS guidance is that you do not go directly to your GP surgery, community pharmacy or hospital unless an emergency occurs.

**Health Advice (we will regularly update our advice in line with Government announcements)**

The current advice (06 May 2020) is towards individual health not whether someone has returned from an affected area. If you have signs and symptoms you should take action as advised below.

- The most common symptoms of coronavirus (COVID-19) are recent onset of a new continuous cough and/or high temperature (above 37.5°C). If you live alone and have these symptoms, however mild, stay at home and do not leave your house for 7 days from when your symptoms started. You do not need to call NHS 111 to go into self-isolation. If your symptoms worsen during home isolation or are no better after 7 days, contact NHS 111 online. If you have no internet access, you should call NHS 111. For a medical emergency dial 999.
- A cough may persist for several weeks in some people, despite the coronavirus infection having cleared. A persistent cough alone does not mean you must continue to self-isolate for more than 7 days.
- If you live with others and are the first person to develop symptoms of coronavirus, you must stay at home for at least **7 days** but all household members who remain well, must stay at home and not leave the house for **14 days**. The 14-day period starts from the day when the first person in the house became ill.
- Wash your hands more often than usual, for 20 seconds using soap and hot water, particularly after coughing, sneezing and blowing your nose, or after being in public areas where other people are doing so. Use hand sanitiser (preferably with an alcohol content of over 60%) if that's all you have access to.



- To reduce the spread of germs when you cough or sneeze, cover your mouth and nose with a tissue, or your sleeve (not your hands) if you don't have a tissue, and throw the tissue away immediately. Then wash your hands or use a hand sanitising gel.
- If someone has symptoms they should go home and self isolate. The person should inform their team mates.

**Social distancing measures** are steps you can take to reduce the social interaction between people. This will help reduce the transmission of coronavirus (COVID-19).

They are:

1. Remain at home, leaving only to:
  - Shop for necessities as infrequently as possible
  - Undertake one form of exercise each day. e.g. Run, Walk, Cycle, alone or with members of your household
  - Obtain medical support
  - Provide care or help for a vulnerable person
  - Travel to and from work, but only where this is absolutely necessary and cannot be done from home
2. Do not meet with friends or family who do not live in your household
3. Avoid non-essential use of public transport
4. Avoid gatherings of more than 2 people unless you live in the same household. Keep in touch using remote technology such as phone, internet, and social media
5. Use telephone or online services to contact your GP or other essential services
6. Try to maintain 2 metres (3 steps) from each other when in public

<b>LOCAL ASSESSMENT:</b>			
<b>ASSESSOR(S):</b> Name/Job Title	<input type="text" value="INSERT NAME"/>	<b>ASSESSMENT DATE:</b>	<input type="text" value="INSERT DATE"/>
<b>ASSESSOR(S):</b> Name/Job Title	<input type="text" value="INSERT NAME"/>	<b>REVIEW DUE:</b>	<input type="text" value="INSERT DATE"/>
<b>VERIFIED BY H&amp;S CO-ORDINATOR:</b> Name/Job Title	<input type="text" value="INSERT NAME"/>	<b>DATE:</b>	<input type="text" value="INSERT DATE"/>





I, the undersigned, have been fully briefed on this risk assessment and other control measures in place to reduce the risk of injury to the lowest possible level.  
I fully understand my duties to follow the control measures in this risk assessment.

Employee name	Job title	Date	Employee comments/recommendations	Signature