

Royal Tunbridge Wells Fencing Club - Coronavirus COVID-19 Risk Assessment



Date of Risk assessment: 06/03/2022 – with immediate effect

This risk assessment is to be used in conjunction with RTWFC General Risk Assessment, British Fencing guidelines for Covid, and government guidelines.

| Risk | Measures to prevent risk | Risk level with measures in place | Review Date |
|---|---|-----------------------------------|---------------|
| Number of people in the hall at any one time | <ul style="list-style-type: none"> - Everyone should maintain sensible social distancing at all times. - Under 11 years of age face masks are recommended but not required. - 11+ years of age face masks/mask liner are recommended while undertaking warm ups indoors, and while resting, coaching or refereeing. - Spectators/visitors are permitted to watch sessions, but may be asked to leave if the venue is particularly busy. This will be assessed on a session-by-session basis and is at the sole discretion of the Lead/Head Coach, Welfare Officer, Deputy Welfare Officer or Covid-19 Officer. - Members who are being dropped off and picked up by others must be dropped off and collected outside the fire exit and remain within the gates. No child will be allowed to leave the gates until collected by a parent/guardian. | Low | Every 4 weeks |
| Cleaning before and after sessions | <ul style="list-style-type: none"> - RTWFC will have antibacterial supplies available to clean high touch points (chairs, tables, door handles) | Low | Every 4 weeks |
| Entering and using the Venue | <ul style="list-style-type: none"> - Hand sanitiser will be available on entry and participants are encouraged to use this. - All fencers should come dressed ready to fence (changing rooms may become unavailable at short notice) | Low | Every 4 weeks |
| Members carrying Coronavirus COVID-19 and displaying symptoms | <ul style="list-style-type: none"> - The Club retains the right to refuse entry on the grounds of safety of staff and other club members. - Any members who are displaying symptoms, had a positive test result, or been diagnosed with Covid 19 <u>must not attend the club</u> and must follow the current government guidelines. - If anyone in a member's household/family is displaying symptoms or has a confirmed case of Covid 19, that member should avoid attending club sessions (even if the member has tested negative on the day). - Members and families must make themselves aware of the symptoms that can be displayed – further information is available on NHS and government websites. - Attendance of a session indicates that the member agrees to the club's regulations and is safe to attend. (See Appendix 2) | Medium | Every 4 weeks |

| | | | |
|--|---|------------|----------------------|
| <p>Sharing of other equipment (For example: payments, completion of forms and sharing of pens, use of water fountains, changing and toilet facilities)</p> | <ul style="list-style-type: none"> - Members are encouraged to bring their own hand sanitiser - Payments to be made before arrival to the session by bank transfer, or on arrival using contactless payment. - Any paperwork that is required to be completed should be completed online and sent via email. - Everyone should bring their own water bottles. - Hand sanitiser and hand washing facilities to be available to use - Hands must be cleaned before and after sharing or using any equipment. | <p>Low</p> | <p>Every 4 weeks</p> |
| <p>Sharing of fencing equipment</p> | <ul style="list-style-type: none"> - Those who own their own equipment to use their own only unless agreed by a coach. - Club-owned kit will now be issued on a termly rental basis with individual fencers responsible for the equipment/clothing issued to them - All communal fencing equipment to be cleaned thoroughly before and after use. - Fencing equipment is not to be shared among members during sessions wherever possible. - Coach or designated person to allocate equipment to members on arrival if required. - When the session has ended and equipment is returned, members should return equipment to a designated area to be cleaned. - Once cleaned, the designated person to return for safe storage. - Members to clean their hands before and after use. - All shared equipment, such as spools, to be cleaned regularly. | <p>Low</p> | <p>Every 4 weeks</p> |
| <p>Sessions</p> | <ul style="list-style-type: none"> - All attendees requested to take a Lateral Flow Test ideally 2-3 hours before (but no more than 24 hours before) their session. They MUST NOT attend if they have a positive test result. - All members to clean their hands before and after warm ups. - All members to remain at a 2 metre distance at all times. - Any equipment used to be sprayed with anti-bac before and after use. - Under 11 years of age Face Masks are recommended but not required. - 11+ years of age Face Masks/Mask Liner are recommended while undertaking warm ups indoors, and while resting, coaching or refereeing. - Under 18s and adults are permitted to fence each other, in line with the other requirements outlined in this document - Pistes to be spaced as far apart as practicable in the venue | <p>Low</p> | <p>Every 4 weeks</p> |
| <p>Needing medical treatment if injured</p> | <ul style="list-style-type: none"> - Qualified first aiders to be onsite at all times. - First aiders to wear gloves and face mask when providing first aid care. - PPE to be available. - Call 999 in an emergency or 111 for medical advice. - See Appendix 1 for current First Aiders. | <p>Low</p> | <p>Every 4 weeks</p> |

| | | | |
|--|---|--------|---------------|
| A person is displaying symptoms, been given a positive diagnosis or has been in close contact with someone with Covid-19 | <ul style="list-style-type: none"> - A register to be kept and taken at the beginning of each session. - Contact details of every member who has attended a session to be available, including email and phone numbers to ensure contact can be made. - All members who attended the session to be made aware as soon as possible. - Future fencing sessions may be cancelled. - Government guidelines regarding isolation to be followed. | Medium | Every 4 weeks |
|--|---|--------|---------------|

Is the club safe to reopen with the risk assessment measures put into place? – **Yes/ No**

Review of risk assessment

| Date of review | Changes to be made? – If yes write changes and update Risk assessment. | Who? |
|----------------|---|-------------------|
| 14/5/21 | Changes following updates issued by British Fencing on 13 May 2021 – “Return to Fencing – Roadmap Guidelines for Clubs and Members – Fencing in England Step 3” | S. Gnana-Pragasam |
| 30/9/21 | Review in line with current British Fencing and government advice, and RTWFC status | S. Gnana-Pragasam |
| 22/11/21 | Periodic review: No changes required or made | S. Gnana-Pragasam |
| 8/1/22 | Periodic review: Updated to cover new club kit rental policy and updates from British Fencing (December 2021) | S. Gnana-Pragasam |
| 6/3/22 | Periodic review: Updated to cover revised (relaxed) government guidelines | S. Gnana-Pragasam |

Appendix 1 – First Aiders



Royal Tunbridge Wells Fencing Club

First Aiders

| Name | First Aid Qualification | Date of Qualification | Date of Expiry |
|--------------|-----------------------------|-----------------------|----------------|
| Paul Beasley | Emergency First Aid At Work | 27/10/19 | 24/10/22 |
| | | | |
| | | | |
| | | | |
| | | | |

PRE-SESSION HEALTH CHECK

By attending a fencing session I confirm that I am fit to participate, and agree with all of the following:

Participants answering DISAGREE to any of the questions should not travel to club and will need to contact the Club COVID-19 officer for more advice before returning.

1. I am not experiencing any COVID-19 symptoms
2. I have not been diagnosed with COVID-19 within the last 2 weeks
3. I have not had any known exposure to anyone with confirmed or suspected COVID-19 in the last two weeks (e.g. close contact, household member)
4. I have not been contacted by track and trace systems.
5. If I or anyone I have been in contact with develops COVID-19 symptoms, I will not attend the training session and will contact the club immediately.
6. I do not have any underlying health conditions which affects my immune system
(Examples include: chronic respiratory conditions including asthma; chronic heart, kidney, liver or neurological conditions; diabetes mellitus; a spleen or immune system condition; currently taking medicines that affect your immune system such as steroid tablets)
7. I have read and agree to the club COVID-19 risk assessment and rules.
8. I agree to follow all instructions given by facility or club officials at the session

Any questions or issues, please contact the club.

For your information:

COVID-19 Officer – Simon Gnana-Pragasam

Welfare Officer – Val Cramb

Deputy Welfare Officer – Amy Perry