**England Squash COVID-19 Club Risk Assessment (template)**

You should review and update this template in line with the specific situation and circumstances of your club/venue. This may mean adding or removing items from this risk assessment – ultimately it is your responsibility to ensure that this is comprehensive and correct for your club/venue.

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| Date of assessment | Person Undertaking Risk Assessment (COVID-19 Officer) | Club name | | Facility Address | Activity | | Risk Assessment issue  Number |
|  |  |  | |  |  | | 01 |
| Persons Exposed e.g. Employee(s), Visitor, Member of Public etc. | | | Maximum Number of People Exposed | | | Frequency and Duration of Exposure | |
| Employee(s), volunteers, members | | |  | | |  | |
| 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](https://www.hse.gov.uk/news/coronavirus.htm?utm_source=hse.gov.uk&utm_medium=refferal&utm_campaign=coronavirus&utm_content=home-page-banner)
* Safeguarding guidance - <https://thecpsu.org.uk/>

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| 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. You may wish to use the examples we have included as a start point:*  *E.g. Clear COVID-19 secure procedures and policies.  Explain what steps you will take:* |  |  |  |  |  |
|  | Inadequate procedures to keep participants safe | *E.g. Updated first aid procedures/protocols in line with current*[*HSE guidance*](https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm)*. Explain what steps you will take:* |  |  |  |  |  |
|  | Processes not Applied | *E.g. Clear communication with members and process for managing members that do not adhere to processes. Explain what steps you will take:* |  |  |  |  |  |
|  | Members unaware of new infection controls | *E.g. Clear and frequent communications with members.  Explain what steps you will take:* |  |  |  |  |  |

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| Area | Identified Risk | Actions to Control Risk | Green | Amber | Red | Actioned Y/N | Further Controls/Action Required |
| CLUB ENVIRONMENT | Infection | *List in these rows all of the steps you will take to reduce the risk of infection within the general (off court) club environment. You may wish to use the examples we have included as a start point:*  *E.g. Signage and wayfinding in all circulation areas including reminders regarding social distancing.* |  |  |  |  |  |
|  | Infection | *E.g. Where possible, ensure entry and exit routes in the building are different.* |  |  |  |  |  |
|  | Infection | *E.g. Initial deep clean of all contact surfaces prior to players and / or staff / volunteers entering the building.* |  |  |  |  |  |
|  | Infection | *E.g. Daily cleaning schedule for off-court areas throughout the day.* |  |  |  |  |  |
|  | Infection | *E.g. Immediate disposal of all used cleaning wipes and used materials.* |  |  |  |  |  |
|  | Infection | *E.g. Removal of any unnecessary furniture to discourage socialising and reduce number of contact surfaces.* |  |  |  |  |  |
|  | Infection | *E.g. Numerous hand sanitiser and wipes provided for use by players and staff in addition to hand washing stations.* |  |  |  |  |  |
| SQUASH COURTS AND GYM AREAS | Infection | *List in these rows all of the steps you will take to reduce the risk of infection with regard to how the courts and other activity areas (e.g. gym) are used. You may wish to use the examples we have included as a start point:*  *Initial deep clean of courts and gym equipment prior to players and/or staff entering the building.* |  |  |  |  |  |
|  | Infection | *E.g. Where possible, ensure entry and exit routes to the court / gym area are different.* |  |  |  |  |  |
|  | Infection | *E.g. Initial deep clean of squash courts prior to players and / or staff / volunteers entering the building.* |  |  |  |  |  |

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| Area | Identified Risk | Actions to Control Risk | Green | Amber | Red | Actioned Y/N | Further Controls/Action Required |
|  | Infection | *E.g. Daily cleaning schedule for squash courts following the end of each training session AND the end of each day.* |  |  |  |  |  |
|  | Infection | *E.g. Immediate disposal of all used cleaning wipes and used materials.* |  |  |  |  |  |
|  | Infection | *E.g. Daily (possibly multiple times daily dependent on level of use) clean of squash court floors.* |  |  |  |  |  |
|  | Infection | *E.g. Hand sanitiser and wipes provided at courtside for use by players and staff in addition to hand washing stations.* |  |  |  |  |  |
|  | Infection | *E.g. Strict rules in place for how courts can be used including:*   * + *Contactless booking / payment*   + *Limited numbers to meet government guidelines (e.g. max 2 per court)*   + *Strict limits on the ‘type’ of activities permitted e.g. no match play - solo practice, pairs activities or ‘sides’ games only allowed.* |  |  |  |  |  |
|  | Infection | *E.g. Maximum numbers allowed in squash court / gym areas to allow for social distancing.* |  |  |  |  |  |
|  | Infection | *E.g. Players to be responsible for providing their own squash equipment - no sharing or hiring of equipment.* |  |  |  |  |  |
|  | Infection | *E.g. All gym equipment used by members to be returned and cleaned after every use..* |  |  |  |  |  |
|  | Infection | *E.g. All gym equipment stored within a safe environment.* |  |  |  |  |  |
|  | Infection | *E.g. Gym divided into zones (using tape to mark the floor) to accommodate different training groups. The tape remains in situ for all sessions.* |  |  |  |  |  |
|  | Infection | *E.g. Daily cleaning of all used equipment following the end of each training session NOT the end of each day (GLL).* |  |  |  |  |  |
|  | Infection | *E.g. Disposal of all used cleaning wipes and used materials at the end of each session (ES).* |  |  |  |  |  |

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| Area | Identified Risk | Actions to Control Risk | Green | Amber | Red | Actioned Y/N | Further Controls/Action Required |
|  | Infection | *E.g. Daily (possibly multiple times daily dependent on level of use) clean of gym floor (hoover and mop).* |  |  |  |  |  |
| STORE AREAS | Infection | *E.g. Initial deep clean of all kit stores that will be in use, prior to players and/or staff entering the building.* |  |  |  |  |  |
|  | Infection | *E.g. All unnecessary equipment to be removed / stores locked.* |  |  |  |  |  |
|  | Infection | *E.g. Weekly (might need to be more initially) deep clean of storeroom floors – (hoover and mop).* |  |  |  |  |  |
| KITCHEN & BREAKOUT AREA | Infection | *E.g. Close kitchen and breakout areas due to the high contamination risk of these areas and the challenges of maintaining social distancing kitchen and breakout areas.* |  |  |  |  |  |
| CLUB OFFICE | Infection | *E.g. Initial deep clean of office prior to players and/or staff entering the building.* |  |  |  |  |  |
|  | Infection | *E.g. Initial deep cleaning of all fixtures and fittings (TV, desks, cabinets etc).* |  |  |  |  |  |
|  | Infection | *E.g. All non-critical offices / breakout areas to remain closed.* |  |  |  |  |  |
|  | Infection | *E.g. Office staff to observe social distancing rules and work over 2m apart.* |  |  |  |  |  |
|  | Infection | *E.g. Follow agreed seating plan throughout the office and only operate at your designated desk until further notice.* |  |  |  |  |  |
|  | Infection | *E.g. Daily cleaning of all used areas following the end of day.* |  |  |  |  |  |
|  | Infection | *E.g. Waste bins emptied daily and all cleaning wipes disposed of.* |  |  |  |  |  |
|  | Infection | *E.g. Weekly deep clean to include all areas of the office.* |  |  |  |  |  |
| TOILETS & SHOWERS | Infection | *You may wish to keep showers and changing areas closed to reduce infection risk. If Government guidelines allow, you will need to address the risks associated with toilet, changing and shower areas. We have included some examples in the following lines:*  *E.g. Initial deep clean of toilets and showers prior to players and/or staff entering the building.* |  |  |  |  |  |
|  | Infection | *E.g. Strict sole-occupancy of showers / changing areas at all times.* |  |  |  |  |  |

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| Area | Identified Risk | Actions to Control Risk | Green | Amber | Red | Actioned Y/N | Further Controls/Action Required |
|  | Infection | *E.g. Twice daily cleaning of all used areas.* |  |  |  |  |  |
| PLAYERS & STAFF | Infection | *E.g. Strict rules on players not entering the building if they are unwell or show any COVID-19 symptoms.*  *Players and staff to complete a self-declaration questionnaire each day prior to entering the building and a daily attendance register maintained (for contact tracing purposes).* |  |  |  |  |  |
|  | Infection | *E.g. Only staff and players approved by club management to access the club.* |  |  |  |  |  |
|  | Infection | *E.g. PPE is available for use if required (masks and gloves) plus hand sanitiser. PPE to be disposed of in line with PHE/Government guidance.* |  |  |  |  |  |
|  | Infection | *E.g. Handling of the same ball by different players during a session is discouraged. A new boxed ball is used at the beginning of each session and is touched by one player only. The box and*  *ball is disposed of following the end of each session.* |  |  |  |  |  |
|  | Infection | *E.g. To reduce sweat droplets adopt the use of sweatbands and*  *regularly change playing kit. Wiping hands on walls or rear glass back wall is strictly prohibited.* |  |  |  |  |  |
|  | Infection | *E.g. Coaches entering the court area must maintain strict social distancing at all times..* |  |  |  |  |  |
|  | Infection | *E.g. Bring own fluids/refreshments and use own water bottle at all*  *times. No use of communal water fountains. All personal ‘waste’ (empty water bottles, wrappers etc to be taken home.* |  |  |  |  |  |
|  | Infection | *E.g. Each player to have own designated area behind the court to*  *sit and store kit/personal belongings.* |  |  |  |  |  |
|  | Infection | *E.g. 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.* |  |  |  |  |  |

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| Manager’s Signature | Date | Assessment Review Date |
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