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| Details | |
| Event/Project Name | Outdoor Training |
| Group | Lancaster University Handball Club |
| Risk Assessment Date | 29.03.2021 |
| Ongoing Assessment | |
| The Risk Assessment process must be ‘on-going’ and ‘dynamic’.  In other words, professional judgements and decisions regarding safety will need to be made during the activity. If the control measures aren’t sufficient, the activity must not proceed.  All personnel involved with the running of the event must receive very clear guidance and instructions for the management of the event and be very clear about their own roles and responsibilities for each aspect of the event and carry these out under the guidance given.  The whole team must be told that under no circumstances are they to admit liability in case of any accidents; all incidents or questions involving insurance must be referred to LUSU the next day. | |

This risk assessment has been written following official government and national governing body advice. Currently England Handball supports, under their Return to Play Protocols, a return to full training outdoors, with no official restrictions on numbers; however competition with external teams is not currently approved: <https://www.englandhandball.com/play-the-game/covid-19-return-to-play-protocols>.

NHS Track and Trace will be followed with consideration to GDPR regulations and the following government document provided by England Handball: <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>. Health, Welfare and Safety Officers are also familiar with the following guidance for first responders: <https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov>. As a requirement by England Handball both Health, Welfare and Safety Officers and the President will incorporate the role of ‘COVID-19 Officer’ to take responsibility for implementing Return-to-Play Handball guidance.

Over the forthcoming period, the Executive will continue to closely monitor all updates given regarding to changes in COVID-19 regulations. The following channels Lancaster University Students’ Union, facility providers, Lancaster University, Local Authority and Government guidance will be strictly monitored but not limited to the above channels. As a result, any change in guidance given or change in circumstances for Lancaster University Handball Club, the following Risk Assessment will be updated accordingly, promptly and submitted to Lancaster University Students’ Union for reappraisal.

| Hazard | What are the risks & potential injuries? | Who is at risk? | What are the controls and actions?(use numbers) | Controlled Severity | Controlled Likelihood | Controlled Risk Rating | Who is responsible for the control? |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Area of Activity: Outdoor Training** | | | | | | | |
| Catching / Spreading COVID-19 | Contract COVID-19 | Participants | 1. Participants will be asked prior to coming to the training session if they meet any of the government possible infection criteria and should follow self-isolating guidance and will not be allowed to train. 2. Staggered arrival and departure, in line with LUSU and England Handball guidelines with participants arriving and departing individually, wearing suitable face coverings. 3. Club will have all appropriate contact details for players taking part in the session following NHS Track and Trace guidelines. 4. Suitable levels of soap and antibacterial gel are readily available before, during and after session. 5. Participants wash hands with soap regularly and thoroughly, for 20 seconds in regular intervals throughout the session. 6. Sports centre and Lancaster University Students’ Union policy on cleaning/ infection control requirements will be strictly followed. 7. The number of participants is not officially restricted but will be reasonably limited by the club. 8. Equipment has been cleaned prior to the session and equipment has been cleaned post session. 9. Unnecessary equipment has been removed from the area to avoid possible contamination. 10. A cleaning schedule will be implemented during the session, ensuring that surfaces, equipment etc are cleaned with an antibacterial cleaning substance. 11. Equipment sharing will be limited and minimised and only used where necessary. 12. Players using team benches should follow social distancing guidelines. 13. Contact is permitted but will be actively minimised. Specific areas of the court and team player bubbles will be designated for each contact training drill to minimize risk to participants. 14. For other no contact drills, social distancing will be in place maintaining a 1-metre plus distance always. 15. No shouting will occur, particularly when near to each other during contact drills. | 4 | 1 | 4  Low | 1. All Executive members 2. Participants |
| **Area of Activity: Outdoor Fitness Training** | | | | | | | |
| Catching / Spreading COVID-19 | Contract COVID-19 | Participants | 1. Participants will be asked prior to coming to the training session if they meet any of the government possible infection criteria and should follow self-isolating guidance and will not be allowed to train. 2. Staggered arrival and departure, in line with LUSU and England Handball guidelines with participants arriving and departing individually, wearing suitable face coverings. 3. Club will have all appropriate contact details for players taking part in the session following NHS Track and Trace guidelines. 4. Ensure Social distancing is in place always during the session:   - No contact   - No equipment to be used   - Maintain 2-metre distance at all times | 4 | 1 | 4  Low | 1. All Executive members 2. Participants |
| **Area of activity: Transport and Venue rules** | | | | | | | |
| Catching / Spreading COVID-19 | Contract COVID-19 | Participants | 1. All participants and other attendees should follow best practice for travel, including minimising use of   public transport. Participants should walk or cycle if possible. People from a household or support bubble  can travel together in a vehicle.   1. Clubs, and particularly the club COVID-19 Officer, must be fully aware of the leisure centres guidance. They must ensure participants follow the appropriate procedures adopted by the leisure provider regarding the use of outdoor facilities. 2. Participants and staff should arrive at the venue ready to train or play – avoid using changing rooms at the   venue.   1. If a club is unsure of the guidance provided by their leisure centre, they should contact the England   Handball COVID Officer for clarification.   1. No spectators should be present at the venue. 2. All non-playing staff are required to wear face masks. Players not on the court should also wear face mask. | 4 | 1 | 4  Low | 1. All Executive members. 2. Participants. |
| **Area of Activity: Confirmed COVID-19 Case** | | | | | | | |
| Confirmed case of COVID-19 within the club | Further transmission | Participants | 1. Cancel all current and upcoming trainings until it is deemed safe to resume (as advised by Lancaster University Students’ Union). 2. Inform LUSU and all members who have partaken in recent training sessions as advised by NHS Track and Trace. | 4 | 1 | 4  Low | 1. All Executive members 2. Member with confirmed case |
| **Area of Activity: Executive Meetings** | | | | | | | |
| Catching / Spreading COVID-19 | Contract COVID-19 | Participants | 1. Any Executive meetings held will be hosted online only. | 0 | 0 | 0  No | 1. President 2. Vice President |
| **Area of Activity: Socials** | | | | | | | |
| Catching / Spreading COVID-19 | Contract COVID-19 | Participants | 1. Any Socials held will be hosted online only. | 0 | 0 | 0  No | 1. President 2. Social Secretaries |

# Sign Off

The undersigned believe this assessment to cover all significant risks associated with the above activity and accept their responsibilities for ensuring associated controls are in place

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| Authorisation | | | |
| **Position** | **Print Name** | **Sign** | **Date** |
| President  COVID-19 Officer | Andrew Stansfield | Andrew Stansfield | 29.03.2021 |
| Health, Welfare and Safety Officer  COVID-19 Officer | Thomas Smith | Thomas Smith | 29.03.2021 |
| Health, Welfare and Safety Officer  COVID-19 Officer | Gabriella Carleton | Gabriella Carleton | 29.03.2021 |

Please detail how this risk assessment will be communicated to all parties who must comply:

|  |  |  |  |
| --- | --- | --- | --- |
| Communication | | | |
| **Who needs to understand this assessment?** | **How will this be communicated to them?** | **Person Responsible** | **Date** |
| Executive | The document will be distributed during an Executive meeting. | Andrew Stansfield | 29.03.2021 |
| Members | Distributed to all members. The document will be added to the club page on the Lancaster University Students’ Union website. | Andrew Stansfield | 29.03.2021 |

# Risk Rating Guide

Below is a simple guide to help risk assessors determine the risk rating of each hazard identified.

A Risk Assessment should be ‘Suitable and Sufficient’. That is to say:

* It should identify the risks arising in connection with the activity.
* The level of detail included should be proportionate to the risk.
* It must consider all those who might be affected i.e. staff, students, etc.
* It should be appropriate to the activity and should identify the period of time for which it is to remain valid.

**Risk = Likelihood X Severity**

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| --- | --- | --- | --- | --- | --- |
| **Likelihood** |  |  | **The Severity** | | |
| Very Unlikely | 0 |  | No Action | No injury | 0 |
| Unlikely | 1 |  | First Aider | Bruising, minor cuts, grazes | 1 |
| Possible | 2 |  | Doctor | Strains, Sprains, concussion | 2 |
| Likely | 3 |  | A & E 1 | Loss of consciousness, blood loss, burns, breaks or injury resulting in Visit to A&E. Other non-permanent chemical effects. Corrosive toxic, flammable substances, mild chemical irritation of eyes or skin. Harmful, irritant substances | 3 |
| Very Likely | 4 |  | A & E 2 | Permanent /partial/total disablement or other reportable injury/disease | 4 |
| Certain | 5 |  | Death | Single Death or Multiple Death | 5 |

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| **Likelihood** | **Severity** | | | | | |  | **Risk Rating** | **Score** | **Action** |
|  | Death | A&E2 | A&E1 | Nurse Unit | First Aider | No Action |  | Trivial Risk | 0 - 2 | No further action required unless incidents occur |
| **Certain** | 25 | 20 | 15 | 10 | 5 | 0 |  | Low Risk | 3 - 4 | No additional controls may be needed overall, but specific hazards may be reduced. Monitoring is required to ensure controls are maintained. Review if an incident occurs or more effective controls become available. |
| **Very Likely** | 20 | 16 | 12 | 8 | 4 | 0 |  | Moderate Risk | 5 - 10 | Efforts should be made to reduce the risk over a defined period of time. |
| **Likely** | 15 | 12 | 9 | 6 | 3 | 0 |  | High Risk | 12 - 16 | Work should not be started until the risk has been reduced. If work is in progress Urgent action should be taken to reduce or control risks. |
| **Possible** | 10 | 8 | 6 | 4 | 2 | 0 |  | Intolerable Risk | 20 - 25 | The activity should cease until risks have been reduced to an acceptable level. |
| **Unlikely** | 5 | 4 | 3 | 2 | 1 | 0 |  |  |  |  |
| **Very Unlikely** | 0 | 0 | 0 | 0 | 0 | 0 |  |  |  |  |