

<p><b>Date of Assessment</b> 9/7/20</p> <p><b>Last Reviewed</b> 12/4/21</p> <p><b>Next Review</b> 12/5/21</p>	<p><b>North West Venturers Yacht Club</b>  <b>Part 3 Covid 19 Risk Assessment</b>  <b>When Returning to Boating in the Red Phase</b></p> <p><b>This RA relates specifically to the use of the clubhouse entrance corridor, the heads, the dinghy store and aspects of the external environs. The assessment specifically excludes the use of the main clubrooms which are closed to members.</b></p>					
Hazard	Who	Risk level	Identified Risk Contracting/ Spreading Covid 19	Mitigation	Person Responsible	Risk level
<p><b>Section 1</b></p> <p><b>Re - Opening</b></p> <p>Permitting members to use the external environs, the heads, entrance passage and dinghy store</p>	Members Vulnerable members		Risk of vulnerable members contracting Covid 19. Should members who are clinically vulnerable visit club facilities, they may be at risk of exposure to the virus?	Members are asked to remain at home if they are in a clinically vulnerable group.	Every Individual Member	
	Member's families Wider community		Risk of a vulnerable person living in the same household as a member contracting Covid 19. Should members who are living with clinically vulnerable members visit the club facilities, they may pass on the virus?	Members should apply effective hygiene routines in transitioning between the club and home.	Every Individual Member	
			Members may have been in contact with a person showing symptoms of the virus and may reasonably expect that they may be carrying the virus themselves and pass it to others.	Members are asked to remain at home in these circumstances and not access the club for 14 days.	Every Individual Member	
			Members may purposefully or through inconsideration repeatedly ignore the mitigations put in place in this risk assessment to protect them, other members and the families and households of members.	In these circumstances the disciplinary procedures identified in the constitution/ bye laws will come into effect.	Management committee	

<p><b>Section 2</b></p> <p><b>Preparation</b></p> <p>The club may not be fully prepared to open facilities to members</p>	<p>Committee Members</p> <p>Identified club members</p>		<p>The club may not be fully prepared for re-opening because of a lack of members able and willing to safely take on the preparation of the club.</p> <p>Are there sufficient club members able to prepare the club and its facilities for re-opening in line with the legislation laid down by the Welsh Government?</p>	<p>Members who live in accordance with the Welsh Governments Directives will be asked if they are willing to prepare the club for re-opening in line with this risk assessment. The HO or one other member will be identified to oversee this.</p> <p>Any member who is in a vulnerable group will not be asked to prepare the club for re-opening.</p> <p>If there are insufficient members living in accordance with the Welsh Governments directives able to prepare the club for re-opening the club will remain closed.</p> <p>When travel restrictions have been lifted, a limited number of members will be asked to prepare the club before opening to general membership. Maintaining social distancing and observing high standards of hygiene at all times.</p>	C,VC,HO, Sec	
			<p>Members may be unaware of the symptoms related to the virus, and thus be unaware if they have symptoms.</p>	<p>Posters will be displayed in the club windows facing outwards, the corridor and heads to remind members of symptoms and tell them to go home if they have them.</p>	Sec HO	
			<p>Members may need to be reminded of safe practice with regard to social distancing rules</p>	<p>Social distancing posters in place in the windows facing outwards, the entrance</p>	Sec HO	

			corridor and the heads.		
		Members may not be aware of protocols and processes put in place to protect them	<p>Members will be informed by email and post for those members without an email address.</p> <p>Members will receive a copy of the risk assessment by email or post and will be invited to seek any clarification they need from the secretary or Commodore.</p> <p>Posters identifying protocols will be displayed in the club windows facing outwards, the corridor and heads.</p>	C Sec	
		Possible contact between members needs to be easily identifiable from the signing in book in the event of a members subsequently testing positive.	The signing in pages to have additional columns to identify time in and phone number	Sec	
		Once the club is opened, members need to be able to clean and sanitize in order to keep themselves and others safe	Suitable sanitizing and cleaning solutions and equipment are identified in the <b>Operation</b> section of this Risk Assessment will be purchased and installed.	Com/HO	
		Once the club is open, the facilities identified may become contaminated with the virus.	Suitable cleaning solutions and equipment identified in the <b>Operation</b> section of this Risk Assessment will be purchased and installed.	Com/HO	
		Once the club is opened, a higher level of virus may be present if an unwell or symptomatic individual has attended, or there is visible contamination with body fluids.	<b>Either</b> the club and its external environs will be immediately closed to members for a period of at least 72 hours, and then normal cleaning undertaken.	Com/HO	

				<p><b>Or</b></p> <p>All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected using the solutions and equipment and PPE giving protection for eyes, nose and mouth, as identified in the operation section of this risk assessment.</p> <p>Suitable resources will be purchased and made available.</p>		
			The Signing in book, Visitors Book and Accident Book need to be accessible by members in order to record who has used the club facilities.	Relocate to the entrance corridor.	HO	
<p><b>Section 3</b></p> <p><b>Operation- Infection Control</b></p> <p>Personal and collective hygiene measures should prevent the virus being passed on.</p>	Members		Members with symptoms related to the virus may pass on the virus to others when visiting the club and its facilities.	<p>Members with symptoms related to the virus should not visit the club and its facilities.</p> <p>Lists of symptoms will be displayed in the windows of the club facing outwards.</p> <p>Any member showing symptoms should be asked to leave the club and its facilities.</p>	<p>Every Individual Member</p> <p>Sec, HO</p> <p>Every Individual Member</p>	
	The wider community		Members may be infected with the virus and not displaying symptoms.	<p>Appropriate resources, equipment and protocols should be in place to prevent the spread of infection.</p> <p>Members should be conservative and considerate in their actions around the club at all times.</p>	<p>Management Committee</p> <p>Every Individual Member</p>	

			Members should equip themselves with a personal care package to include face coverings, hand sanitiser, tissues and personal water bottles.	Every Individual Member	
		Members may contract or spread the virus through aerosol dispersion.	<p>Members to maintain at a social distance of at least 2m at all times, including the car park and patio. Also take account of wind strength and direction. At times of congestion, members should adopt an anticlockwise rotation around the clubhouse.</p> <p>If members unavoidably find themselves unable to maintain a social distance of 2m they should wear a face covering.</p> <p>Members should challenge others who are not respecting the social distance protocol.</p> <p>Members should avoid face to face contact with others outside their household.</p> <p>Paper towels will be provided in the heads and the hand driers disconnected.</p>	<p>Committee</p> <p>Every Individual Member</p> <p>Every Individual Member</p> <p>Every Individual Member</p> <p>Every Individual Member</p> <p>HO/Management Committee</p>	
		Members may contract or spread the virus	Members should adequately sanitise	Every	.

			through contact with surfaces.	<p>themselves before touching any club facilities inside, or outside.</p> <p>Members should not leave any gear, clothing or bags in the heads, entrance corridor or externally on the environs.</p>	<p>Individual Member</p> <p>Every Individual Member</p>	
			Frequently used surfaces may become contaminated with the virus.	<p>In areas of common use the club will provide Hand sanitisation at the dinghy store and entrance door to be used on entering or using outside equipment – launching trolleys, hosepipe etc.</p> <p>Resources to sanitise all surfaces in the heads - it will be the responsibility of each member to ensure sanitisation of all the surfaces they have touched, - taps, flush and door handles etc.</p> <p>Provided resources will be kept topped up</p> <p>The heads and entrance passage will be cleaned weekly.</p>	<p>Committee HO</p> <p>Every Individual Member</p> <p>Every Individual Member</p> <p>HO/Cleaner</p> <p>HO/Cleaner</p>	
			Limiting the number of members using the inside facilities at any one time.	Only members of the same household to access the dinghy store at any one time – visual verification.	Every Individual Member	
			Inside facilities may become crowded.			
			Limiting the number of members using the inside facilities at any one time.	Only members of the same household to access the entrance corridor between the door and the heads at any one time – visual verification	Every Individual Member	
			Inside facilities may become crowded.			

			<p>Limiting the number of members using the inside facilities at any one time.</p> <p>Inside facilities may become crowded.</p>	<p>Only one member to access the female heads or the male heads at any one time – an Engaged/Vacant sign for both male and female will be visible from the entrance door.</p>	<p>Every Individual Member</p> <p>Com/ HO</p>	
<b>Section 4</b>	Cleaning Contractor		<p>Once the club is open, the facilities identified may become contaminated with the virus.</p>	<p>Disposable gloves and aprons and face coverings will be provided for the cleaning contractor.</p> <p>The cleaning contractor should wash hands thoroughly for 20 secs following the disposal of bin bags, gloves, aprons face coverings etc</p>	Cleaning Contractor	
	Biffa Contractor		<p>Waste may be contaminated.</p>	<p>Waste from cleaning, or paper towels from the heads should be double bagged and stored in the Biffa bin for at least 72 hours before the bin is emptied.</p>	Cleaning Contractor/ HO	
Attendance at the club by symptomatic individual	Members		<p>Once the club is opened, a higher level of virus may be present if a symptomatic individual has attended, or there is visible contamination with body fluids.</p>	<p>Any member present should in the first instance immediately close the club to members and put a sign at the windows to this effect.</p> <p>The member should then inform the commodore and secretary immediately or at their earliest opportunity.</p> <p>The Commodore will liaise with the management committee to decide a course of action towards re-opening the club.</p> <p>The Secretary will inform members by email that the club is closed.</p>	<p>Every Individual Member</p> <p>Com/ Sec</p>	

	<p>Cleaning Contractor</p> <p>Or any member present</p>		<p>Once the club is opened, a higher level of virus may be present if an unwell or symptomatic individual has attended, or there is visible contamination with body fluids and if the club needs to be sanitized immediately.</p>	<p>The cleaning contractor/ member will wear a surgical face mask, disposable gloves and an apron.</p> <p>If there is visible contamination with body fluids, the cleaning contractor/ member will wear PPE that protects eyes, nose and mouth.</p> <p>The cleaning contractor/members will use disposable cloths or paper towel and disposable mop heads.</p> <p>The cleaning contractor/members will double bag all waste and store in the Biffa Bin</p> <p>The cleaning contractor/ member will record in the accident book the action taken before leaving the premises.</p> <p>The cleaning contractor member will inform the HO /Commodore of the action taken at the earliest opportunity.</p>	<p>Cleaning Contractor/ Individual Member / HO/ Com</p>	
<p><b>Section 5</b></p> <p><b>First Aid</b></p>			<p>Treatment may need to be provided for non-covid related injury or illness.</p>	<p>The first aid box will be re-located in entrance corridor.</p> <p>Face coverings will be placed in the first aid box for emergency use.</p> <p>Members should attend to their own first aid whenever possible.</p>	<p>Com/HO</p> <p>Every Individual Member</p>	



			<p>The actions of a first responder are understood to be entirely voluntary. First responders should only expose themselves to risks with which they are comfortable.</p> <p>A first responder coming into contact with an ill or injured member should use face coverings for both themselves and the casualty to protect both from aerosol born virus.</p> <p>When administering CPR a first responder should not give initial breaths.</p>		
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