

# Covid-19 Risk Assessment



The following is a risk assessment of the key activities Kenilworth Masters has considered to allow us to come out of the current lockdown and swim in a controlled environment.

## All members must note the following:

- All members are responsible for their own actions.
- Attending club organised swimming sessions is the members decision and done so at their own risk.
- It is the clubs collective overriding goal to keep you safe and protect those others around you including swimming pool staff and other members.
- At all times, the Government and Swim England requirements/advice is to be adhered to or sought.

This document has been reviewed in line with government restrictions and advice at the time of publication/

**Please contact the committee with any questions or feedback**

Each risk is scored on Likelihood and Consequence to get a score using the following table:

Likelihood	Consequence
1- Rare	1 - Insignificant
2 – Unlikely	2 - Minor
3 – Possible	3 – Moderate
4 - Likely	4 - Major
5 – Almost Certain	5 - Catastrophic

The Risk is the Likelihood X Consequence = Risk level

Risk Score	Risk Level
0-5	Low (L)
5-14	Medium (M)
15 +	High (H)

## References:

- Measures and controls adopted taken from
  - <https://www.swimming.org/swimengland/pool-return-guidance-documents/>
  - <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>
- Sanitiser provided in the workplace must be BS EN 1500.
- Soap provided in the workplace must be BS EN 1499.
- Face coverings: <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own>



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Name of Club:	Kenilworth Masters Swimming Club				
Date risk assessment carried out:	1 <sup>st</sup> August 2020	Person:	William Whittaker	Review date:	1 <sup>st</sup> September 2020
Those who are considered during the risk assessment:	Athletes, Members, Parents, Guardians, Coaches, Volunteers, Public, Pool Operator Staff and lifeguards. Members demographic is of an average age above 40-50.				

Member Activity/Area	Hazard	Consequence	Likelihood (1-5)	Consequence (1-5)	Risk level before controls	Controls considered	Likelihood (1-5)	Consequence (1-5)	Risk level after controls
Planning to attend swimming session	<p>Someone with symptoms of COVID19 attends swimming training session</p> <p>Someone develops symptoms/becomes unwell during swimming training session</p>	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	<p>Communicate key findings and processes to all members</p> <p>Completion of health confirmation statement before every training session when training is booked online and paid for through the club website.</p> <p>All swimmers to shower prior to setting out to travel to the booked swimming training session.</p> <p>A practice session has been conducted by the club COVID19 sub committee and committee to ensure controls are practical and ensure risk is as low as reasonably practicable. The outcome of this will be positive.</p> <p>Details of who attended each session kept for 21 days in case of test and trace request from Public Health England</p> <p>All staff/members/visitors and households to self-isolate and access</p>	2	5	10 Medium



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						test and trace if exhibiting any Covid-19 symptoms.  Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.			
Traveling to swimming	Car sharing  Use of public transport	Spread and Contracting Covid-19 Coronavirus	3	5	15 High	Preference to be given to walking, running, cycling and private vehicles to attend swimming training. Where this is not possible then public transport can be used.  Vehicle sharing for transport to swim training is not permitted outside of the same household/bubble.	1	5	5 Low
Carpark	Social interaction  Social gatherings	Spread and Contracting Covid-19 Coronavirus	2	5	10 Medium	Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.	1	5	5 Low
Facility entrance and reception area	Social interaction. Difficult to comply with Social distancing of 2 metres  Social gatherings  Multiple touch points  Indoors	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	Social distancing-via separate entry/exit. Follow Pool Operator operating processes.  Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.  Follow Pool Operator operating processes. Pool operator to ensure	2	5	10 Medium



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						air circulation meet Swim England and government guidance.			
Pay for swimming on arrival	Social interaction. Difficult to comply with Social distancing of 2 metres  Social gatherings  Multiple touch points  Indoors	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	Pre booking and payment online through club website.  Swimming equipment needed will be highlighted at booking. No equipment for first 2 weeks.  Completion of health confirmation statement as each session is booked.	1	5	5 Low
Go to changing rooms – peak times 10-5min before swimming. Never more than 5/10 at a time. Maximum 36 swimmers per session.	Social interaction. Difficult to comply with Social distancing of 2 metres  Social gatherings  Multiple touch points  Humidity - Air circulation around the pool  Indoors	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	Follow Pool Operator operating processes. Pool operator to ensure air circulation meet Swim England and government guidance.  Arrive “beach ready” for swimming.  Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.  Coach and a committee member to be present at each training session to enforce club rules.	2	5	10 Medium
Changing into swim wear	Multiple touch points  Humidity - Air circulation around the pool  Indoors  Use of cubicles	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	Arrive “beach ready” for swimming. Go straight to poolside where possible. “Beach ready” is the removal of a towel robe, shorts, and T Shirt or similar.	2	5	10 Medium



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						<p>All swimmers should have a shower prior to arriving at swimming training session.</p> <p>Changing can be done on the pool side at the lane “bubble” meeting point as indicated by colour marker for the lane.</p> <p>Cubicles should not be required but can be used in specific circumstances. Follow Pool Operator operating processes in the use of the cubicles.</p>			
Use toilet	<p>Social interaction. Difficult to comply with Social distancing of 2 metres</p> <p>Multiple touch points</p> <p>Humidity</p> <p>Indoors</p> <p>Use of cubicles</p>	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	<p>Members are encouraged not to use facilities on site where possible.</p> <p>Follow Pool Operator operating processes.</p> <p>Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.</p>	2	5	10 Medium
Use lockers/leave clothes/bags in changing areas	<p>Social interaction. Difficult to comply with Social distancing of 2 metres</p> <p>Multiple touch points</p> <p>Humidity - Air circulation around the pool</p> <p>Indoors</p>	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	<p>Members are not to use lockers even if provided.</p> <p>No clothes/bags are to be left in the changing rooms.</p> <p>Bags taken to lane “bubble” meeting point and stored on the poolside. (see Appendix A)</p>	1	5	5 Low



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	Use of lockers								
Leave changing rooms	<p>Social interaction. Difficult to comply with Social distancing of 2 metres</p> <p>Multiple touch points</p> <p>Humidity - Air circulation around the pool</p> <p>Indoors</p>	Spread and Contracting Covid-19 Coronavirus	3	5	15 High	<p>Follow Pool Operator operating processes. Pool operator to ensure air circulation meet Swim England and government guidance.</p> <p>Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.</p>	1	5	5 Low
Pay again – queue	<p>Social interaction. Difficult to comply with Social distancing of 2 metres</p> <p>Social gatherings</p> <p>Multiple touch points</p> <p>Indoors</p> <p>Humidity</p>	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	Pre booking and payment online through club website.	1	5	5 Low
Pool side gathering/talking	<p>Social interaction Difficult to comply with Social distancing of 2 metres</p> <p>Social gatherings</p> <p>Bags left on pool side in one location.</p> <p>Indoors</p>	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	<p>Bags taken to lane meeting point and left on the poolside.</p> <p>Meet at lane “bubble” meeting point and social distance. (see Appendix A)</p> <p>Colour coded marking to be set out by coach to identify lane “bubble” meeting points for each lane.</p> <p>Social distancing of 2 metres from all other persons outside the members</p>	2	5	10 Medium



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	Humidity - Air circulation around the pool					households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.  Coach and a committee member to be present at each training session to enforce club rules.  Follow Pool Operator operating processes. Pool operator to ensure air circulation meet Swim England and government guidance.			
Take bags/equipment/water bottles to end of lane	Social interaction Difficult to comply with Social distancing of 2 metres  Multiple touch points  Indoors  Humidity - Air circulation around the pool	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	Bags taken to identify lane "bubble" meeting point and left on the poolside.  If equipment needed coach to inform sessions.  Equipment/water bottles placed at the end of the lane/near start stop point.  Equipment/water bottles must be named and clearly segregated from others.  Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.  Follow Pool Operator operating processes. Pool operator to ensure air circulation meet Swim England and government guidance.	2	5	10 Medium



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Coach sets swimming session	Loud talking/shouting Background noise	Spread and Contracting Covid-19 Coronavirus	3	5	15 High	<p>Coach to be provided with face coverings if they wish.</p> <p>Coach briefs each lane “bubble” individually.</p> <p>Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.</p> <p>Coach and a committee member to be present at each training session to enforce club rules.</p>	2	5	10 Medium
Swim – 6 lanes x 6 swimmers max 36 swimmers per session.	<p>Social interaction Difficult to comply with Social distancing of 2 metres</p> <p>Social gatherings</p> <p>Lanes start swimming at separate times.</p> <p>Swimming at different speeds in the lane results in catching/reduced social distancing.</p> <p>Indoors</p> <p>Humidity - Air circulation around the pool</p>	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	<p>All swimmers when told by the coach to enter the pool.</p> <p>Training conducted at fixed speed/time to allow social distancing.</p> <p>Training reviewed weekly to find correct level of training for all abilities.</p> <p>Fast lanes swimming to be in central lanes. Spearheading sessions where pools allow for ease of exit e.g. Newbold pool. Other pools where this cannot be used to be laid out last to slow e.g. Warwick uni pool.</p> <p>Overtaking not allowed.</p> <p>Rotation through start/stop points to allow controlled drink breaks and access to equipment.</p>	3	5	15 High





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	<p>Overtaking</p> <p>Passing each other within 1m</p> <p>Breathing when passing each other in the lane</p>					<p>Coach and a committee member to be present at each training session to enforce club rules.</p> <p>Pool operator to ensure chlorine and air circulation meet Swim England and government guidance.</p>			
<p>Stopping during swimming at the end of the lane for break/adjust goggles/drink/get equipment</p>	<p>Social interaction Difficult to comply with Social distancing of 2 metres</p> <p>Multiple touch points</p> <p>Pick up someone else's drink bottle or equipment</p> <p>Use someone else's drink bottle or equipment</p>	<p>Spread and Contracting Covid-19 Coronavirus</p>	5	5	20 High	<p>No stopping in the lane at any time other than at fixed start/finish points. Where someone must stop, they must do this at the end of the lane and quickly exit. Alternatively, they must wait until the end of each set and exit at the specific exit point. When returning to the pool they must only do this again at the specified entry point and when instructed to do so by the coach.</p> <p>Fast lanes swimming to be in central lanes to allow easier exits for the slower lanes. Spearheading sessions. This will only be done at Newbold Pool. At Warwick Uni pool this cannot be done and is a level deck.</p> <p>Training conducted at fixed speed/time.</p> <p>Where a member is in difficulty the session can be stopped immediately by the coach blowing continuously for 5 seconds on the whistle. The coach will then communicate the steps needed to recommence swimming.</p>	3	5	15 High



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						Equipment/water bottles must be named and clearly segregated from others when placed at the end of the lane.  Coach and a committee member to be present at each training session to enforce club rules.			
Stopping and getting out during or at the end of the swimming session for the toilet.	<p>Social interaction Difficult to comply with Social distancing of 2 metres</p> <p>Multiple touch points</p> <p>Humidity - Air circulation around the pool</p> <p>Indoors</p> <p>Use of cubicles</p> <p>Unable to exit the pool without steps</p>	Spread and Contracting Covid-19 Coronavirus	5	5	20 High	<p>No stopping in the lane at any time. Where someone must stop, they must do this at the end of the lane and quickly exit the lane. Alternatively, they must wait until the end of each set and exit at the specific exit point. When returning to the pool they must only do this again at the specified entry point and when instructed to do so by the coach.</p> <p>Where a member is in difficulty/unable to exit the pool quickly the session can be stopped immediately by the coach blowing continuously for 5seconds on the whistle. The coach will then communicate the steps needed to recommence swimming.</p> <p>Training conducted at fixed speed/time.</p> <p>Equipment/water bottles must be named and clearly segregated from others.</p> <p>Follow Pool Operator operating processes. Pool operator to ensure</p>	3	5	15 High



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Collect bags/equipment/water bottles	<p>Social interaction Difficult to comply with Social distancing of 2 metres</p> <p>Multiple touch points</p> <p>Indoors</p> <p>Humidity - Air circulation around the pool</p>	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	<p>air circulation meet Swim England and government guidance.</p> <p>Bags collected from identify lane "bubble" meeting point.</p> <p>Equipment/water bottles collected from the end of the lane/near start stop point.</p> <p>Equipment/water bottles must be named and clearly segregated from others.</p> <p>Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.</p>	2	5	10 Medium
Exit poolside for changing rooms maximum 36 swimmers	<p>Social interaction Difficult to comply with Social distancing of 2 metres</p> <p>Social gatherings</p> <p>Bags left on pool side in one location.</p> <p>Indoors</p> <p>Humidity - Air circulation around the pool</p>	Spread and Contracting Covid-19 Coronavirus	3	5	15 High	<p>Bags collected from lane meeting point.</p> <p>Pool exit by lane to be staggered by coach.</p> <p>Coach and a committee member to be present at each training session to enforce club rules.</p> <p>Follow Pool Operator operating processes.</p> <p>Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.</p>	1	5	5 Low



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<p>Shower/queue for shower. Maximum 36 swimmers at once.</p>	<p>Social interaction Difficult to comply with Social distancing of 2 metres</p> <p>Water spray</p> <p>Multiple touch points</p> <p>Increased humidity</p> <p>Indoors</p> <p>Use of cubicles</p>	<p>Spread and Contracting Covid-19 Coronavirus</p>	<p>5</p>	<p>5</p>	<p>25 High</p>	<p>No showers to be used by swimmers after the swim session.</p> <p>Coach and a committee member to be present at each training session to enforce club rules.</p> <p>Follow Pool Operator operating processes. Pool operator to ensure air circulation meet Swim England and government guidance.</p> <p>Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.</p>	<p>2</p>	<p>5</p>	<p>10 Medium</p>
<p>Use toilet</p>	<p>Social interaction Difficult to comply with Social distancing of 2 metres</p> <p>Multiple touch points</p> <p>Humidity - Air circulation around the pool</p> <p>Indoors</p> <p>Use of cubicles</p>	<p>Spread and Contracting Covid-19 Coronavirus</p>	<p>4</p>	<p>5</p>	<p>20 High</p>	<p>Members are encouraged not to use facilities on site where possible.</p> <p>Follow Pool Operator operating processes. Pool operator to ensure air circulation meet Swim England and government guidance.</p> <p>Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.</p>	<p>2</p>	<p>5</p>	<p>10 Medium</p>
<p>Use lockers/obtain clothes/bags in changing areas</p>	<p>Social interaction. Difficult to comply with Social distancing of 2 metres</p> <p>Multiple touch points</p>	<p>Spread and Contracting Covid-19 Coronavirus</p>	<p>4</p>	<p>5</p>	<p>20 High</p>	<p>Members are not to use lockers even if provided.</p> <p>Bags/clothes will be with the swimmers after collection form the</p>	<p>1</p>	<p>5</p>	<p>5 Low</p>



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	<p>Humidity - Air circulation around the pool</p> <p>Indoors</p> <p>Use of lockers</p>					<p>lane meeting point at the end of the session.</p> <p>No clothes/bags are to be left in the changing rooms.</p> <p>Coach and a committee member to be present at each training session to enforce club rules.</p> <p>Follow Pool Operator operating processes. Pool operator to ensure air circulation meet Swim England and government guidance.</p>			
<p>Changing out of swim wear. Maximum 36 swimmers at once.</p>	<p>Multiple touch points</p> <p>Humidity - Air circulation around the pool</p> <p>Indoors</p> <p>Use of cubicles</p>	<p>Spread and Contracting Covid-19 Coronavirus</p>	4	5	20 High	<p>Leave the swimming session as you arrived "beach ready" for swimming. Ideally this is towelling down and using a towel robe or similar to leave the building as quickly as possible.</p> <p>Coach and a committee member to be present at each training session to enforce club rules.</p> <p>Cubicles should not be required but can be used in specific circumstances. Follow Pool Operator operating processes in the use of the cubicles.</p> <p>Follow Pool Operator operating processes. Pool operator to ensure air circulation meet Swim England and government guidance.</p>	2	5	10 Medium
<p>Collect remaining payments from those who arrived later.</p> <p>Swimmer walks</p>	<p>Social interaction. Difficult to comply with Social distancing of 2 metres</p>	<p>Spread and Contracting Covid-19 Coronavirus</p>	4	5	20 High	<p>Pre booking and payment online through club website.</p>	1	5	5 Low



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around changing room.	Multiple touch points Humidity Indoors								
Leave changing rooms	Social interaction. Difficult to comply with Social distancing of 2 metres Social gatherings Multiple touch points Indoors	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	Social distancing-via separate entry/exit. Follow Pool Operator operating processes. Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.	2	5	10 Medium
Exit building	Social interaction. Difficult to comply with Social distancing of 2 metres Social gatherings Multiple touch points Indoors	Spread and Contracting Covid-19 Coronavirus	4	5	20 High	Social distancing-via separate entry/exit. Follow Pool Operator operating processes. Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised. Instruction to households for collection of others.	2	5	10 Medium
Car park	Social interaction. Difficult to comply with Social distancing of 2 metres Social gatherings	Spread and Contracting Covid-19 Coronavirus	2	5	10 Medium	Social distancing of 2 metres from all other persons outside the members households and/or bubble. 1m Plus only relevant if face coverings are worn by all parties and good hygiene practised.	1	5	5 Low

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	Multiple touch points Indoors								
Travel Home (car sharing undertaken)	Car sharing Use of public transport	Spread and Contracting Covid-19 Coronavirus	3	5	15 High	Do not use public transport to attend Swimming. Vehicle sharing for transport to swim training is not permitted outside of the same household/bubble.	1	5	5 Low
Spectators/family watch swimming session.	Social gatherings Multiple touch points Indoors	Spread and Contracting Covid-19 Coronavirus	3	5	15 High	No Spectators/family to watch swimming sessions. They must wait outside the building.  Follow Pool Operator operating processes.	1	5	5 Low



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## Appendix A

