Sefton Council 🚆

Sefton Health and Safety Risk Assessment Form July 2020 – Leisure Covid-19 V2 – updated 03/07/20

Based on level 3 of the Leisure Recovery Plan 2020

A Name o	f Assessor	Lee Cook	e/Geoff Owen/M	lichael Adams	Date				1	17/07/2020 Meadows Leisure Ce Level 3 Operating p		0		
B Time		10:00			Work area				Meado	ws	Le	isı	ure Centre)
C Task be	ing assessed		g of Leisure ce following COV	entres to customers D-19 outbreak	Work activity				Level	3 (Ope	era	ting plan	
D Review	date	On Going			Assessment No	R	A 01	1						
Signature		P	\supset											
What is the hazard?	Who might be h	narmed?	How might people be harmed?	Existing risk control m	neasures?		istin k rat	ting	Additional controls required?	ris	ting		Action/ monitored by whom?	Action / Monitored I when?
Staff returnin to work	g Staff		Possible spread of infection & anxiety	as low as possible, the staff and potential visi customers and contra- building if they are dis of coronavirus (COVID be self-isolating. Anyone showing the s continuous cough and temperature) should r should follow the releve protocols at home and to work, this will last and Anyone living in a hou someone is showing so at home for 14 days.	tors, including ctors, not to enter the playing any symptoms -19) or if they should ymptoms (new /or a high not come to work and vant government d before coming back at least 7 days. sehold where ymptoms should stay if they then become ill ue to isolate for 7 days howed their own the centre if they are rk from home y cases should be n via the reporting selves updated and	2	5	R 10	Staff communicati on Staff training Information NOP/EAP Updated Risk assessment to be displayed in staff areas		C	R	SOM and Duty managers	Weekly basis or a advice changes





Public Health England/NHS guidelines via
https://www.gov.uk/coronavirus
https://www.nhs.uk/conditions/coronavirus-
covid-19/
Staff meetings to be scheduled in small
groups as per social distancing guidelines, to
inform staff on the measures in place for
reopening and provide confidence in the
control measures for their safety and the
safety of the customers
Communication to staff to continue as per
lockdown procedures, including TEAMs
meetings, WhatsApp groups and emails
where possible.
Lifeguard RLSS training session to be planned
prior to opening, small groups with a
maximum of 8 members of staff per session.
All guidance documents to be made
available to staff
Any staff deemed as high-risk and shielding,
who are in receipt of the NHS official letter
to continue to stay at home in line with
government guidelines until 01/08/20 or
until advised.
Any staff who are anxious about returning to
work or need further support with Mental
wellbeing to be signposted accordingly to
OH or Online Counselling and Emotional
Wellbeing Service called Qwell which is
available for Sefton staff.
https://www.gwell.io/
Staff who are travelling to work using public
transport should were possible avoid peak
times, this can be reduced by continuing
with shift patterns.
Staff must adhere to the guidelines set out
by the transport department and use face
masks.
Consideration to be given where possible for
staff to work in teams to form a bubble, so
staff work together in fixed shift patterns to
limit the number of staff that they meet.



Where this is not possible a record of staffing rota/patterns must be kept. NOP/EAP to be updated to include changes to the normal day to day operations, to include but not limited to include; Use to day operating plan Capacity and session times Cleaning procedures First aid RLSS training/Pool rotation/Rotas/Pool Zones Deliveries Copy of Customer information/posters Updated Covid-19 Risk Assements Kes Safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legistated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to guidelines set out by PWTAG	
NOP/EAP to be updated to include changes to the normal day to day operations, to include but not limited to include; Day to day Operating plan Capacity and session times Cleaning procedures First aid RLSS training/Pool rotation/Rotas/Pool Zones Deliveries Updated Zovid-19 Risk Assessments Updated Zovid-19 Risk Assessments H&S Safety documents H&S Safety documents H&S Safety documents Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	Where this is not possible a record of
to the normal day to day operations, to include but not limited to include; Day to day Operating plan • Day to day Operating plan • Capacity and session times • Cleaning procedures • First aid • First aid • RLSS training/Pool rotation/Rotas/Pool Zones • Deliveries • Operation of Covid-19 Risk Assessments • Updated Covid-19 Risk Assessments • Updated Covid-19 Risk Assessments • H&S safety documents • Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to be naure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	staffing rota/patterns must be kept.
to the normal day to day operations, to include but not limited to include; Day to day Operating plan Capacity and session times Cleaning procedures First aid RISS training/Pool rotation/Rotas/Pool Zones Deliveries Deliveries Copdated Covid-19 Risk Assessments Updated Covid-19 Risk Assessments H&S safety documents H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to responsible to responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	
to the normal day to day operations, to include but not limited to include; Day to day Operating plan Capacity and session times Cleaning procedures First taid RLSS training/Pool rotation/Rotas/Pool Zones Deliveries Deliveries Copdated Covid-19 Risk Assessments Updated Covid-19 Risk Assessments H&S safety documents H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	NOP/EAP to be updated to include changes
include but not limited to include; Day to day Operating plan Capacity and session times Capacity and session times Cleaning procedures First aid RLSS training/Pool rotation/Rotas/Pool Zones Deliveries Copacity Position Copacity Plank Assessments Updated Covid-19 Rik Assessments HeS Safety documents Meadows reopening procedure Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	
 Day to day Operating plan Capacity and session times Cleaning procedures First aid RLSS training/Pool rotation/Rotas/Pool Zones Deliveries Copy of Customer information/posters Updated Covid-19 Risk Assessments H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations 	
 Capacity and session times Cleaning procedures First aid RLSS training/Pool rotation/Rotas/Pool zones Deliveries Copy of Customer information/posters Updated Covid-19 Risk Assessments H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to 	
 Cleaning procedures First aid RLSS training/Pool rotation/Rotas/Pool Zones Deliveries Copy of Customer information/posters Updated Covid-19 Risk Assessments H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 Risk Assessments in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to 	
 First aid RLSS training/Pool rotation/Rotas/Pool Zones Deliveries Copy of Customer information/posters Updated Covid-19 Risk Assessments H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations	
• RLSS training/Pool rotation/Rotas/Pool Zones • Deliveries • Copy of Customer information/posters • Updated Covid-19 Risk Assessments • H&S safety documents • Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	
Zones Deliveries • Deliveries Copy of Customer information/posters • Updated Covid-19 Risk Assessments H&S safety documents • H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	
 Deliveries Copy of Customer information/posters Updated Covid-19 Risk Assessments H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to 	
 Copy of Customer information/posters Updated Covid-19 Risk Assessments Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to 	
 Updated Covid-19 Risk Assessments H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to 	
 H&S safety documents Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to 	
 Meadows reopening procedure Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to 	
Each site to appoint a member of staff who is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Image: Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Image: Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Image: Covid-19 guidelines and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Image: Covid-19 guidelines and statutory compliance checks are statutory compliance checks are completed prior to opening. Ensure sites with swimming pools adhere to Image: Covid-19 guidelines and statutory compliance checks are completed prior to opening.	H&S safety documents
is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	Meadows reopening procedure
is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	
is responsible to keep up to date with all Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	Each site to appoint a member of staff who
Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Image: Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Image: Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Ensure all AHU and air conditioning units comply with new recommendations Image: Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM. Ensure sites with swimming pools adhere to Image: Covid-19 guidelines and monitor Covid arrangements in place, to feedback observations to SOM or POM.	
arrangements in place, to feedback observations to SOM or POM. Image: Complex with new recommendations Ensure all AHU and air conditioning units comply with new recommendations Image: Complex	
observations to SOM or POM. Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Image: Checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Image: Checks are sites with swimming pools adhere to Image: Checks are completed prior to opening. Ensure sites with swimming pools adhere to Image: Checks are completed prior to opening. Image: Checks are completed prior to opening. Image: Checks are completed prior to opening.	
Each site to be responsible to ensure all legislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	
Iegislated H&S and statutory compliance checks are completed prior to opening. Iegislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Iegislated H&S and statutory compliance checks are completed prior to opening. Ensure sites with swimming pools adhere to Iegislated H&S and statutory compliance checks are completed prior to opening.	
Iegislated H&S and statutory compliance checks are completed prior to opening. Iegislated H&S and statutory compliance checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Iegislated H&S and statutory compliance checks are completed prior to opening. Ensure sites with swimming pools adhere to Iegislated H&S and statutory compliance checks are completed prior to opening.	Each site to be responsible to ensure all
checks are completed prior to opening. Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	
Ensure all AHU and air conditioning units comply with new recommendations Ensure sites with swimming pools adhere to	
comply with new recommendations Ensure sites with swimming pools adhere to	checks are completed prior to opening.
comply with new recommendations Ensure sites with swimming pools adhere to	
Ensure sites with swimming pools adhere to	
	comply with new recommendations
guidelines set out by PWTAG	
	guidelines set out by PWTAG

Lack of Social Distancing	Staff/visitors/General public	Possible spread of	Everyone to be encouraged to follow the social distancing guidelines	2	5	<mark>10</mark>	Directional signage. Tape		SOM/DM	Monitor weekly when advice
		infection					markings on floor.			changes
			All spectator areas to be closed and furniture				2 meter distancing signage			
		Overcrowding	to be removed, including any soft furnishings				positioned on			
			in both customer and staff areas. Where				entrance and throughout the			
			furniture cannot be removed, social				building			
			distancing must be considered				Floor markings on			
			Only 2 mombars of staff in the staff areas				floor.			
			Only 2 members of staff in the staff areas, including staff room/kitchen area and staff							
			changing area.				Information on			
							website and social media			
			All personal clothing to be locked away in				media			
			the staff lockers. No personal clothing to be				Directional arrows to promote flow			
			left in the staff changing areas				of building			
							Banners to be			
			Unnecessary staff or customer gatherings to				displayed around			
			be avoided.				the buildings			
			Reduce possible congestion by providing				Notice boards			
			more entry points to the building				Additional staff to			
			more entry points to the building				control entrance			
			Ensure one way flow of staff and visitors				and changing rooms			
			arriving and leaving the building							
			Introduce one-way flow throughout the							
			building especially corridors and walkways,							
			wetside changing rooms.							
			Deduce the second state of all areas such as							
			Reduce the occupancy of all areas such as fitness suite, changing rooms and swimming							
			pool, office and staff areas							
			Review rota systems for staff to limit contact							
			with other staff members							
			Install protective screens in public facing							
			areas							
			Close off areas where necessary to stop							
			customers/staff using – such as dry side public changing areas							
			Barrier to be in place in locations that are							
			closed to customers.							
			Additional staff to be available where							
			possible to direct customers away from							
			areas that are closed to the public, and to							
			direct customers around the building.							

kly or

Barrier off any equipment that does not comply with the 2-meter social distancing rules Provide additional signage around the building to remind customers/staff/visitors
of the social distance measures Imit the number of clothing lockers to provide social distancing and discourage Imit the number of clothing lockers to
congestion All office and staff workstations must adhere to social distancing guidelines. Consideration to plastic screens to be installed where social distancing is not practical. Image: Constant in the social distancing is not practical.
On reopening the centre, we need to keep a copy of all names and contact details for members of the public and save it for 21 days as part of the track and trace precautions.

Overcrowding	Contamination	Employee,	Limited activities available – to be booked	2	5	<mark>10</mark>	Signage		so	M/DM's	Daily/weekly in li with government
		visitors,	online and in advance with staggered							, -	advice
		agency staff, member of	operating times				Booking				
		the public	1 hour time sessions in place				system				
							Communicati				
			Limit the number of sessions that can be				on via				
			booked per person to promote fair usage				website and				
							social media				
			Freeze memberships and introduce pay as								
			you go sessions				Members				
							surveys				
			Member of staff controlling entrance.				Member calls				
			Reception staff not to allow non-booked				wember calls				
			customers				Staff to be				
							positioned				
			All entrance doors kept in open position.				throughout				
							the building				
			2 metre social distance signage in place				to help				
							control entry				
			Various signs denoting direction of flow to				and capacity				
			different parts of the Centre								
			vending machines out of use								
			Toy machines taken out of use.								
			2 metre social distance signage in place in								
			the fitness suite- with non-movable								
			machines taken out of use.								
			Fitness equipment has been moved into								
			Fitness equipment has been moved into vacant areas such as sports hall and dance								
			studios								
			Maximum numbers to be implemented per								
			site based on size of the facility/fitness suite								
			Capacity numbers introduced and controlled by online booking system								
			by online booking system								
			Members only permitted in the fitness suite								
			,,								
			Close off areas of the building – such as								
			sports hall, dry side changing rooms and								
			sauna and steam rooms which social								
			distancing cannot be controlled								
			Limit the number of swimmers								
<u> </u>		I	ı				1	<u> </u>	 		1

in line nent



Provide guidance on social distancing,
hygiene etc before a visit occurs or on arrival
of the visitor
Minimise the amount of contact visitors
have with Reception staff by online booking
system and only taking credit card
payments.
Limit age and ability groups for private
swimming levels
Reviewing set up of lessons, numbers in each
class/ higher stage swimmers who are less
dependent introduced first
Reviewing the distance between each lesson
using more pool space to create distance.
Exclusive use of pool for swimming lessons
One way system around poolside entering
and exiting lesson. Ensuring correct signage
around poolside/changing rooms.
Close off small pools and leisure pools where
appropriate
No clubs or groups to be allowed usage of
the pools or sports hall
All sports hall activities suspended
No large group sessions
No concessions such as £1.00 swims to
discourage play sessions and vulnerable
groups
No birthday parties to be permitted, pool or
sports hall
No fun or play sessions in the peopler sports
No fun or play sessions in the pool or sports hall
Fun pools to remain closed
Class timetables to be introduced gradually
and with limited numbers and booking
system when safe to do so



						1		1	1
		Lift access should be limited to 1 person unless with carer or parents with children							
	Agile work room	Pre-book via Outlook so they can control numbers and notify management staff of external staff wanting to access facility No use of staff facilities like staff room etc.							
	Cristianos Lasor Treatment	Pre-book and meet & greet customers in carpark and escorted through the building							
	Frank Hornby exhibition	To arrange viewing and notify management team							
Risk to public health	Customers/members/visitors	Communicating to members and the public via new website, member letters	1	5	5			SOM/DM's	Review month
		Introduce customer surveys to establish demand, concerns and anxieties of customers							
		Offering online support with links to fitness programmes, exercise classes, healthy eating, promotion of health and wellbeing support and guidelines, promotion of healthy lifestyles							
		Continue engaging with customers via social media platforms							
		Continue with telephone calls to members and engage with them							
		Freezing memberships and offering pay as you go sessions							
		Discourage high risk and vulnerable groups							
		Pay as you go prices to reflect the current market and encourage fair usage							
		Communication video to be produced pre- opening to show new centre layouts, flow of							



				r –	1	1	1	<u> </u>	 - T		1
			building and the setup of the fitness suites to promote confidence in the service and staff								
Lack of appropriate	Staff/Visitors	Possible spread of	Carry out more frequent cleaning procedures of the building.	2	4	8	Cleaning stations Customer			SOM/DM's	Monthly or as advice changes
hygiene measures		infection	Update cleaning procedures in NOP to				information Signage				
			include increased frequent cleaning at the end of each session				Monitoring				
			NOP and Reopening documents to include details of each area that needs cleaning after				Additional staff to support				
			use, to include all touch points.				Updated cleaning procedures				
			Look to increase number of cleaning operatives on site throughout the day				Review cleaning rota				
			Frequent cleaning of work areas and equipment.								
			Frequent cleaning of door handles, key pads and other surfaces. All to be recorded in NOP								
			Clean workstation and remove all waste at the end of the day.								
			All personal clothing to be locked away in the staff lockers. No personal clothing to be left in the staff changing areas								
			Frequent cleaning of toilets and the busier areas of the building.								
			Arrange more frequent rubbish removal.								



Surfaces Staff/visitors/customers Possible risk Comministic and entrance and exit points to the building: are should be identified if necessary Image: Staff visitors (staff visitors (staff visitors visitors in the building: maintam 2 metric detaining scalars and staff visitors (staff visitors visitors will be encouraged to wipe down fitness equipment before and after use Image: Staff visitors (staff visitors visitors in the staff visitors visitors will be encouraged to wipe down fitness equipment before and after use Image: Staff visitors visitors in the staff visitors visitors in the staff visitors visitors will be encouraged to wipe down fitness equipment before and after use Image: Staff visitors visitors visitors will be encouraged to wipe down fitness equipment before and after use Image: Staff visitors visitors visitors visitors will be encourage hand washing Image: Staff visitors	 						 .		 .			<u>.</u>	
Surfaces Staff/visitors/customers Possible risk Possible risk matching sets to be placed out of order 2 5 10 Matching sets on the place out of order Surfaces Staff/visitors/customers Possible risk matching sets on the place out of order 2 5 10 Matching sets out of spreading information to enclose the place out of order Surfaces Staff/visitors/customers Possible risk matching sets out of spreading information to be reviewed to include any new cleaning materials including hand satisfier. To be out of the importance of materials including information to be reviewed to include any new cleaning materials including hand satisfier. To be out of the importance of materials including information to be reviewed to include any new cleaning materials including hand satisfier. To be out of the importance of materials including hand satisfier. To be out of include any new cleaning materials including hand satisfier. To be out of include any new cleaning materials including hand satisfier. To be out of include any new cleaning materials including hand satisfier. To be out of include any new cleaning materials including hand satisfier. To be out of include any new cleaning materials including hand satisfier. To be out of include any new cleaning materials including hand satisfier. To be out of include any new cleaning materials including hand satisfier. To be out of include any new cleaning materials including hand satisfier. To be out of include any new cleaning materials including hand wistom of the indivision of a preading infection 2 5 10 Material and wistom of the indivision of the indivision of the indindivision of the indinding the indivision				-					$ \top$	T	T		
Surfaces Staff/visitors/customers Possible risk Posesible risk P													
Surfaces Staff/visitors/customers Possible risk. Surfaces Staff/visitors/customers Possible risk. Surfaces Staff/visitors/customers Diplay posters reminding staff and visitors diguard marked regularity in the toilet arrays. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked regularity in the toilet arrays. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked the customer information to arter-use. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked the customer information to arter-use. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked the customer information to arter-use. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked the customer and residue diguard marked the residue diguard marked the residue				area should be identified if necessary									
Surfaces Staff/visitors/customers Possible risk. Surfaces Staff/visitors/customers Possible risk. Surfaces Staff/visitors/customers Diplay posters reminding staff and visitors diguard marked regularity in the toilet arrays. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked regularity in the toilet arrays. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked the customer information to arter-use. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked the customer information to arter-use. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked the customer information to arter-use. Image: Staff Amplitude Comparison of the toilet arrays and residue diguard marked the customer and residue diguard marked the residue diguard marked the residue													
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of spreading infection Display posters to be paided out order where customers will be encouraged to supe down fitness equipment before and after use I so infection I so infe													
Surfaces Staff/visitors/customers Possible rik of spreading infection Possible rik outer cooler machines to be placed out order where cubicles are not available or social distancing cannot be advert outer or available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert order where cubicles are not available or social distancing cannot be advert or distance or dawa V V V V V V V V V V V V V V V V V V <td></td> <td></td> <td></td> <td>points to the building.</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>				points to the building.									
Surfaces Staff/visitors/customers Possible risk of spreading infection Possible risk of the importance of maintaining social distance and hard varianting social the social distancing social distance of maintaining social distance and hard varianting social distance and hard varianting social distance and hard varianting social distance of maintaining social distance of maintaining social distance and hard varianting barber. To distance and hard varianting possible to varianting hard varianting distance and hard varianting barber. Z S				Restrict the use of printers to enable staff to									
Surfaces Possible risk Possible risk Obspray posters reminding social distance and hardwashing. 2 5 10 Mode matters Som/DM*s As advice change of the hand dryers to be out of use and hard resuse and hardwashing. Surfaces Cost-Hord dryers to be completed by nominated H&S rep and reviewed regularity 2 5 10 Mode matters Som/DM*s As advice change of the hand dryers to be out of use and hard resuse. Surfaces Order where cubicles are not available or social distancing cannot be adhered. 2 5 10 Mode matters Som/DM*s As advice change or drive to be out of use and hard resus. 2 5 10 Mode matters Som/DM*s As advice change or drive to be out of use and hard resus. 2 5 10 Mode matters Som/DM*s As advice change or drive to be out of use and hard resus. 2 5 10 Mode matters Som/DM*s As advice change or drive to be out of use and hard resus. 2 5 10 Mode matters Som/DM*s As advice change or drive to the drive to be out of use and hard resus. 10 10 10 10 10 10 10 10 10 10 10 10 10 10 10 10 1													
Surfaces contaminated with Covid-19 Staff/visitors/customers Possible risk of spreading intection Display posters reminding staff and types to be out of use and isolated 2 5 10 Montamine before and after use cleaning stations will be set up in the fitness suite 2 5 10 Montamine cleaning stations Staff/visitors/customers Possible risk of spreading intection Display posters reminding staff and visitors use and isolated 2 5 10 Montamine before submers Staff/visitors/customers Possible risk of spreading intection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Montamine before submers Staff/visitors/customers Possible risk of spreading intection Display posters reminding staff and visitors use and isolated 2 5 10 Montamine before the before the before the before the before the before the before the before the band dryer in the toilet areas. 2 5 10 Montamine the before the before the before the band dryer in the toilet areas. 2 5 10 Montamine the before the band dryer in the toilet areas. 2 5 10 Montamine the before the band dryer in the toilet areas. 2 5 10 Montamine the babine the band dryer 2													
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and hair dyres to be out of use and isolated 2 5 10 Mod samtners performance the social distancing cannot be placed out of attend Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and hair dyres to be out of use and isolated 2 5 10 Mod samtners perimeters and the bailing contaminated with Covid-19 SOM/IDMS As advice chang department and the provide paper towels to discourage the use of the hand dryers to be out of use and isolated 2 5 10 Mod samtners perimeters and the bailing contaminated with Covid-19 Som/IDMS As advice chang department and the provide paper towels to discourage the use of the hand dryers to be out of use and isolated 2 5 10 Mod samtners perimeters and the bailing contaminated meters and the provide paper towels to discourage the use of the hand dryer in the toilet areas. Toilets, sinks and urinals to be placed out of area Support meters area with the solution demands paper and the public points of contact such as door handles, push plates, code paaks and WUC Support meters and the bailet demands the push plates, code paaks and WUC				30 minute cleaning sessions included in the									
Surfaces Staff/visitors/customers Possible risk, of spreading infection Display posters reminding staff and visitors or build and waysing. 2 5 10 Made antiteter end and the building training staff and visitors or distance and singer minimated with Covid-19 SoutPaces or the importance of maintaining social distancing cannot be placed out of use and solated 2 5 10 Made antiteter end and the solation of the building training train				programme for staff to thoroughly clean									
Surfaces Staff/visitors/customers Possible risk Display posters reminding staff and visitors of the importance of maintaining social distancing cannot be adhered. 2 5 10 Hand sentities in the building staff and visitors of the building staff and visitors of the importance of maintaining social distancing cannot be adhered. 2 5 10 Hand sentities in the building staff and visitors of the building the build				down after use.									
Surfaces contaminated with Covid-19 Staff/visitors/customers of spreading infection Display posters reminding staff and visitors of the importance of maintaining of the importance of maintaining social distancing cannot be adhered. 2 5 10 Hend semiser social the use of sprage and used out of actioned around the use of signage and customer information to encourage hand washing 2 5 10 Hend semisers the use out of the importance of maintaining social 2 5 10 Hend semisers the use out of the importance of maintaining the use of isprage and customer information to attend 2 5 10 Hend semisers the use to attend 50M/IDM'S As advice chang to attend Surfaces contaminated with Covid-19 Staff/visitors/customers of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and hand/washing. 2 5 10 Hend semisers the use of the building the building the building the building to atte use of the hand dryer in the toilet areas. To oilets, sinks and urinals to be placed out order where cubices are not available or social distancing cannot be adhered. 2 5 10 Hend semisers the adjug the building the building the adjug points of contact such as door handles, push plates, code pads and WC 1 1 1 1 1 1													
Surfaces Staff/visitors/customers Possible risk Display posters reminding staff and visitors 2 5 10 Hand sanitisen in the grant staff and visitors 50M/DM*s Available change Surfaces Staff/visitors/customers Possible risk Display posters reminding staff and visitors 2 5 10 Hand sanitisen in the grant staff and visitors 50M/DM*s Available change Surfaces Staff/visitors/customers Possible risk Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisen in the grant staff and visitors in the grant staff an				- · ·									
Surfaces contaminated with Covid-19 Staff/visitors/customers Possible risk, of spreading infection Display posters reminding staff and visitors objects are not available or social distancing cannot be placed out order where cubicles are not available or social distancing cannot be placed out order materials including hand sanitiser. To be completed by nominated H&S rep and reviewed regularly 2 5 10 Interd smithter, multiplace multiplace Som/DM*s As advice change advice change Surfaces contaminated with Covid-19 Staff/visitors/customers Possible risk, of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Interd smithter, multiplace multiplace multiplace Som/DM*s As advice change of the importance of maintaining social distance and handwashing. 2 5 10 Interd smithter, multiplace multiplace Som/DM*s As advice change of the importance of maintaining social distance and handwashing. 2 5 10 Interd smithter, multiplace multiplace Som/DM*s As advice change of the importance of maintaining social distance and handwashing. 1 Interd smithter, multiplace multiplace Som/DM*s As advice change distance change distance change multiplace 10 Interd smithter, multiplace Som/DM*s				fitness equipment before and after use									
Surfaces contaminated with Covid-19 Staff/visitors/customers Possible risk, of spreading infection Display posters reminding staff and visitors objects are not available or social distancing cannot be placed out order where cubicles are not available or social distancing cannot be placed out order materials including hand sanitiser. To be completed by nominated H&S rep and reviewed regularly 2 5 10 Interd smithter, multiplace multiplace Som/DM*s As advice change advice change Surfaces contaminated with Covid-19 Staff/visitors/customers Possible risk, of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Interd smithter, multiplace multiplace multiplace Som/DM*s As advice change of the importance of maintaining social distance and handwashing. 2 5 10 Interd smithter, multiplace multiplace Som/DM*s As advice change of the importance of maintaining social distance and handwashing. 2 5 10 Interd smithter, multiplace multiplace Som/DM*s As advice change of the importance of maintaining social distance and handwashing. 1 Interd smithter, multiplace multiplace Som/DM*s As advice change distance change distance change multiplace 10 Interd smithter, multiplace Som/DM*s				Cleaning stations will be get up in the fit way									
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisers to be output of the importance of maintaining social distance and handwashing. As advice chang distance and handwashing. Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisers to be out of use and isolated As advice chang distance and handwashing. Surfaces Toilets, sinks and urinals to be placed out or dire where cubicles are not available or social distancing cannot be adhered. 3 10 Hand sanitisers to we down machines to be placed out or dire where cubicles are not available or social distancing cannot be adhered. 3 10 Hand sanitiser to we down machines to be placed out or dire where cubicles are not available or social distancing cannot be adhered. 10 Hand sanitiser to we down machines after we possible, to we down machines after we have to remachines to be placed out of we be been or dis be to remachines to be placed out of use be tor dive to the base													
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding scaff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hard suttletter, or work work work work work work work w				suite									
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding scaff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hard suttletter, or work work work work work work work w				Use of signage and customer information to									
Surfaces Staff/visitors/customers Possible risk of spreading infection COSHH documentation to be reviewed to include any new cleaning materials including hand sanitiser. To be completed by nominated H&S rep and reviewed regularly nominated H&S rep and reviewed regularly Image: Contaminated mathematical contamination of the importance of maintaining social distance and handwashing. Image: Contaminated mathematical contamination of the importance of maintaining social distance and handwashing. Image: Contaminated mathematical contamination of the importance of maintaining social distance and handwashing. Image: Contaminated mathematical contamination of the importance of maintaining social distance and handwashing. Image: Contaminated mathematical contamination of the social contaminated mathematical contaminated mathematical contaminated mathematical contamination of the and dryers to be out of use and isolated Image: Contaminated mathematical contamination of the social distancing contact such as door of the mathematical contaminated mathematical contact such as door handles, push plates, code pads and WC Image: Contaminated mathematical contact such as door handles, push plates, code pads and WC Image: Contact such as door handles, push plates, code pads and WC Image: Contact such as door handles, push plates, code pads and WC Image: Contact such as dore handles dout of use handles dout of use handles dout													
Surfaces contaminated with Covid-19 Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitiser, possible risk be used around the building infection SoM/DM's As advice chang of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitiser, possible risk, possible risk, possible risk, of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitiser, possible risk, possible risk, possible risk, of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitiser, possible risk, possible risk, possible risk, possible risk, of spreading in the gym SoM/DM's As advice chang the building the building the building the building the building the building to risk and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered. Water cooler machines to be placed out or order 1 All equipment not in use to be switched off or builded out of use 1 1 1 1 1 1 1 1 1 1 1 1 </td <td></td>													
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitiser of spreading processes in place SoM/DM's As advice chang of the importance of maintaining social distance and handwashing. All hand dryers and hair dryers to be out of use and isolated Provide paper towels to discourage the use of the hand dryer in the toilet areas. 5 10 Singage encouraging customers and and washing. Singage encouraging customers in the gym Singage encouraging customers and and urger in the toilet areas. Singage encouraging customers and and urger in the toilet areas. Singage encouraging customers and and urger in the toilet areas. Singage encouraging customers and ball or good of use adhered. All equipment not in use to be switched off or is believed out or order Singage encouraging customers and and urger in the toilet areas. Singage encouraging customers and ball or good of use adhered. All equipment not in use to be switched off or is believed out or order Staff training Staff training Staff training				Customers who unwell requested not to									
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitiser positioned around the building As advice chang positioned around the building Clearing stations with Covid-19 For the composition of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisers positioned around the building As advice chang positioned around the building Clearing stations infection Provide paper towels to discourage the use of the hand dryer in the toilet areas. 2 5 10 Hand sanitisers positioned the building As advice chang positioned the building Visition of the hand dryer in the toilet areas. Toilets, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered. I				attend									
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitiser positioned around the building As advice chang positioned around the building Clearing stations with Covid-19 For the composition of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisers positioned around the building As advice chang positioned around the building Clearing stations infection Provide paper towels to discourage the use of the hand dryer in the toilet areas. 2 5 10 Hand sanitisers positioned the building As advice chang processes in place Virolite, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered. 8 8 All equipment not in use to be switched dir or use to be switched dir or use to be switched dir or use to the switched dir or use to be switched													
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisers positioned around the building As advice chang positive around the building With Covid-19 As advice chang of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisers positione around the building As advice chang of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisers positione around the building As advice chang of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisers positione around the building As advice chang of the building Provide paper towels to discourage the use of the hand dryer in the toilet areas. All hand dryer in the toilet areas. Signage encouraging customers to wash hands where down machines after use Signage encouraging customers to wash hand wash weight down machines after use All equipment not in use to be switched off or labeled out of order All equipment not in use to be switched off or labeled off or labeled off or labeled off or use Staff training Staff training Staff training													
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand santifiers postioned around the building As advice change of the importance of maintaining social distance and handwashing. All hand dryers and hair dryers to be out of use and isolated All hand dryers and hair dryers to be out of use and isolated Extra cleaning processes in place Signage encouraging customers to discourage the use of the hand dryer in the toilet areas. Signage encouraging customers to weal hands where possible, to wipe down machines after use and isolated. Water cooler machines to be placed out of order All equipment not in use to be switche doffor labeled out of use to be placed out of order Staff training Staff training Staff training													
Surfaces Staff/visitors/customers Possible risk of spreading infection Display posters reminding staff and visitors of the importance of maintaining social distance and handwashing. 2 5 10 Hand sanitisers positioned around the building SOM/DM's As advice change With Covid-19 As advice change All hand dryers and hair dryers to be out of use and isolated 2 5 10 Extra cleaning processes in place SOM/DM's As advice change Visitione All hand dryers and hair dryers to be out of use and isolated Provide paper towels to discourage the use of the hand dryer in the toilet areas. Signage encouraging customers to wash hands where possible, to wipe down machines after use of dre Signage encouraging customers to wash hands where possible, to wipe down machines after use of use to be switched of or labeled out of use All equipment not in use to be switched of or labeled out of use Staff training													
contaminated with Covid-19 of spreading infection of spreading of the importance of maintaining social distance and handwashing. i i positioned around the building All hand dryers and hair dryers to be out of use and isolated All hand dryers and hair dryers to be out of use and isolated Extra deaning processes in place Extra deaning processes in place Provide paper towels to discourage the use of the hand dryer in the toilet areas. Toilets, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered. Signage encouraging customers to wash hands where possible, to wipe down machines after use All equipment not in use to be social distancing cannot be placed out order Water cooler machines to be placed out of order All equipment not in use to be sufficiend out of use Regular points of contact such as door handles, push plates, code pads and WC Staff training Staff training				nominated H&S rep and reviewed regularly									
contaminated with Covid-19 of spreading infection of spreading of the importance of maintaining social distance and handwashing. i i positioned around the building All hand dryers and hair dryers to be out of use and isolated All hand dryers and hair dryers to be out of use and isolated Extra deaning processes in place Extra deaning processes in place Provide paper towels to discourage the use of the hand dryer in the toilet areas. Toilets, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered. Signage encouraging customers to wash hands where possible, to wipe down machines after use All equipment not in use to be social distancing cannot be placed out order Water cooler machines to be placed out of order All equipment not in use to be sufficiend out of use Regular points of contact such as door handles, push plates, code pads and WC Staff training Staff training	Surfaces	Staff/vicitors/customers	Possible risk	Display posters reminding staff and visitors	2	5	10	Hand sanitisers				SOM/DM's	As advice chang
with Covid-19 infection distance and handwashing. Cleaning stations in the gym All hand dryers and hair dryers to be out of use and isolated Provide paper towels to discourage the use of the hand dryer in the toilet areas. Signage encouraging customers to wash hands where possible, to where oscial distancing cannot be adhered. Vater cooler machines to be placed out order Water cooler machines to be placed out of order All equipment not in use to be switched off or labelled out of use Regular points of contact such as door handles, push plates, code pads and WC Staff training		Stany visitors/customers			2			positioned around					
All hand dryers and hair dryers to be out of use and isolated Extra cleaning processes in place Provide paper towels to discourage the use of the hand dryer in the toilet areas. Signage encouraging customers to wash hands where possible, to wipe down machines after use after use after use Toilets, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered. All equipment not in use to be switched off or labelled out of order Water cooler machines to be placed out order where cubicles are not available or social distancing cannot be adhered. Staff training Regular points of contact such as door handles, push plates, code pads and WC Staff training								the building					
All hand dryers and hair dryers to be out of use and isolatedExtra cleaning processes in placeProvide paper towels to discourage the use of the hand dryer in the toilet areas.Signage encouraging customers to wash hands where possible, to wipe down machines after useToilets, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered.Signage encouraging customers to down machines after useWater cooler machines to be placed out of orderAll equipment not in use to be switched off or labelled out of useRegular points of contact such as door handles, push plates, code pads and WCStaff training													
Image: second				All hand dryers and hair dryers to be out of				in the gym					
Provide paper towels to discourage the use of the hand dryer in the toilet areas.Signage encouraging customers to wash hands where possible, to wipe down machines after useToilets, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered.All equipment not in use to be switched off or labelled out of useWater cooler machines to be placed out of orderRegular points of contact such as door handles, push plates, code pads and WCStaff training								-					
of the hand dryer in the toilet areas. encouraging customers to wash hands where possible, to wipe down machines after use Toilets, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered. All equipment not in use to be switched off or labelled out of use Water cooler machines to be placed out or order Regular points of contact such as door handles, push plates, code pads and WC Staff training								processes in place					
Toilets, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered. Customers to wash hands where possible, to wipe down machines after use Water cooler machines to be placed out of order Water cooler machines to be placed out of order All equipment not in use to be switched off or labelled out of use Regular points of contact such as door handles, push plates, code pads and WC Staff training													
Toilets, sinks and urinals to be placed out order where cubicles are not available or social distancing cannot be adhered. wash hands where possible, to wipe down machines after use Water cooler machines to be placed out of order All equipment not in use to be switched off or labelled out of use Regular points of contact such as door handles, push plates, code pads and WC Staff training				of the hand dryer in the toilet areas.									
order where cubicles are not available or social distancing cannot be adhered. down machines after use Water cooler machines to be placed out of order All equipment not in use to be switched off or labelled out of use Regular points of contact such as door handles, push plates, code pads and WC Staff training								wash hands where					
Image: Social distancing cannot be adhered. after use Vater cooler machines to be placed out of order All equipment not in use to be switched off or labelled out of use Regular points of contact such as door handles, push plates, code pads and WC Staff training				-									
Water cooler machines to be placed out of order All equipment not in use to be switched off or labelled out of use Regular points of contact such as door handles, push plates, code pads and WC Staff training													
Water cooler machines to be placed out of order in use to be switched off or labelled out of use Regular points of contact such as door handles, push plates, code pads and WC Staff training				social distancing cannot be adhered.				All equipment not					
order labelled out of use Regular points of contact such as door Staff training handles, push plates, code pads and WC Image: Contact such as door				Water cooler machines to be placed out of				in use to be					
Regular points of contact such as door handles, push plates, code pads and WC Staff training													
handles, push plates, code pads and WC													
handles, push plates, code pads and WC				Regular points of contact such as door				Staff training					
levers should be cleaned regularly unless it is													
				levers should be cleaned regularly unless it is									

anges

			already known (with certainty) that the					1 1		
			huilding has not been in use for 40hrs							
1			building has not been in use for 48hrs.							
			All staff reminded to clean their own area							
			Lifeguards to wipe down pool chair after use							
			Lifeguards to clean and wipe down pool rescue equipment daily and after use							
			Cleaning stations in the fitness suite to be set up so customers can clean equipment before and after use							
			All activity sessions have a 30-minute cleaning period – this will be programmed in to the booking system							
			All areas that remain closed must still be cleaned as part of end of day cleaning							
			Revised cleaning regime to be detailed in the NOP/Reopening Covid-19 document							
Risk of COVID 19 transmission in	Staff/customers	COVID 19 transmission in cases	All staff to don PPE and to include respiratory protection where deemed necessary.	2	5	<mark>10</mark>	Staff training Grab bags		SOM/DM's	Monthly or following any incidents
cases requiring First Aid		requiring First Aid	First aid rooms to be equipped with Aprons, face masks, gloves				Signage			
			Emergency grab bags to be positioned on the pool and prominent staff areas that include all necessary PPE for the individual dealing with the rescue/first aid							
			If any staff members feel unable to assist, they should talk through with the casualty where possible the measures which should be undertaken whilst maintaining distance.							
			Staff to follow guidance from the RLSS with pool rescues, and CPR							
			Staff to undergo training prior to reopening, to include new regulations and guidance on providing first aid including changes to CPR							
			All first aid incidents to be recorded as normal							



			EAP to be updated to include any changes to first aid provision, including resources to be used, and appropriate number of staff for rescues and administrating first aid.						
Deliveries and maintenance	Increased number of people onsite leading to increased transmission of covid-19	Cross contaminatio n	All staff / contractors required to undertake maintenance roles should be kept to a minimum. Deliveries that need to be handled immediately should be sanitized with wipes before taking them inside the premises Keep deliveries to a minimum with important items only. Update written procedures/instructions for staff	1	5	5		SOM/DM's	Monitor
Ventilation	Staff/Customers	Risk of infection	Check with service provider that air conditioning units are safe to operate Check with service provider that the AHU's use fresh air supply and that good ventilation is encouraged to help reduce the risk of spreading coronavirus. If not they need to be switched off AHU's to be serviced and maintained to encourage good flow of air	2	3	6		SOM/DM's/Servic e providers/BS	Pre-opening che
Likelihood Consequences 5. Catastrophic 4. Major 3. Moderate 2. Minor 1. Insignificant	2 4 6 8 1	ery 15-19 5 11-14	immediate action Urgent action – take immediate action and stop activity if necessary, maintain existing controls rigorously Action – improve within specified timescale	1		1		1	1

checks	