



# Risk Assessment Form

Risk Assessment No: COVID 19- tier 3

Site: Bristol Brunel Academy

Activity: Leisure Use

Location: School Site

Persons exposed:

Employees

Public/Customers

Young Persons

Person conducting assessment: Elanor Stanley

ACE Health & Safety Representative: Elanor Stanley

Date Completed: 26/11/2020

Update due: Nov 2021

Low/Acceptable

1-3

Medium/Ongoing Review

4-8

High/Further Review

9-12

Extreme/ Unacceptable Risk

13-20

HAZARDS	Who might be harmed and How?	Risk			Further Control Measures	Responsibility	Residual Risk		
		L	S	R			L	S	R
<p>This risk assessment looks at Bristol Brunel Academy and dealing with the new Covid 19 rules to keep customers and staff safe when using the building</p> <p>This covers all leisure activities, users and the facilities</p>									
Cross contamination	The disease may be transmitted from person to person on any surface or touch point within the building	4	3	12	<ul style="list-style-type: none"> <li>Hirers of Bristol Brunel Academy must supply their own hand sanitiser and cleaning products.</li> <li>All customers and staff must use hand sanitiser before starting the booking and every time they enter the building.</li> <li>All touch points including door handles, taps, toilets etc must be wiped down before and after the booking.</li> <li>Spillages are cleared as soon as reasonably practicable</li> <li>We ask that masks are worn if you are inside the building and not taking part in the activity e.g. using the toilets or changing rooms</li> </ul>	Cleaners All Staff Hirers	2	3	5
Entering/ Exiting the building	Possibility of transferring the virus in queues	3	3	9	<ul style="list-style-type: none"> <li>No participants are allowed on site before the time their let starts e.g. 18:00, participants MUST wait in their cars until their allotted time.</li> <li>Participants must have left the centre or AWP before their allotted finish time.</li> <li>Hirer's must consider that setting up time is included in the timeslot they have booked out so they will not be able to turn up early</li> </ul>	All Staff Hirers	1	3	3



					<ul style="list-style-type: none"> <li>Hirer's must leave promptly and wipe down touch points before leaving</li> <li>Hirers must enter the building via the side gate and MUST not go through the school or the fitness centre</li> <li>If entering the sports hall or dance studio they must enter through the fire exit, straight into the sports hall</li> <li>If entering the assembly hall, a member of the booking will need to escort the booking through the school straight to the assembly hall maintaining social distancing and the same when exiting the assembly hall</li> <li>1 metre plus social distancing must be maintained while walking to and from the halls</li> <li>Only one booking allowed inside or on the AWP at one time. You must wait until the previous booking has left before you enter the building, or the staff have given you permission to enter</li> <li>If using the AWP or grass pitches the hirers must make their way straight to the AWP maintaining social distancing and must wait for the previous booking to leave before they enter the AWP</li> </ul>				
Sports Hall	Using the sports Hall safely Preventing cross contamination	4	3	12	<ul style="list-style-type: none"> <li>Limit numbers of users</li> <li>Adult bookings are not permitted in tier 3</li> <li>Children's bookings will only allow bubbles of 15 (must keep to the same children each week) Max 3 groups</li> <li>NO Spectators are allowed in tier 3</li> <li>Hand sanitiser must be used by everyone that enters the sports hall</li> <li>All touch points door handles, goals etc must be wiped down before and after the booking</li> <li>All equipment apart from goals MUST be supplied by the booking.</li> </ul>	All Staff Hirers	2	3	5
Changing Rooms	Maintaining social distancing and avoiding cross contamination	4	3	12	<ul style="list-style-type: none"> <li>Changing rooms can only be used for access to the toilets</li> <li>Hand sanitiser must be used before entering the changing rooms</li> <li>All touch points, sinks, door handles, toilets must be cleaned before and after use</li> </ul>	Cleaners All staff Hirers	1	3	3
Dance Studio	Using the sports Hall safely Preventing cross contamination	4	3	12	<ul style="list-style-type: none"> <li>Children's bookings will only allow bubbles of 15 (must keep to the same children each week) Max 1 group</li> <li>Social distancing must still be adhered to</li> <li>Hand sanitiser must be used by everyone that enters the dance studio</li> <li>All touch points door handles, goals etc must be wiped down</li> </ul>	All staff Hirer's	2	3	5



					<ul style="list-style-type: none"> <li>before and after the booking</li> <li>All equipment MUST be supplied by the booking.</li> <li>No spectators allowed in the dance studio</li> </ul>				
Assembly Hall	Using the Assembly Hall Safely and avoiding cross contamination	4	3	12	<ul style="list-style-type: none"> <li>Children's bookings will only allow bubbles of 15 (must keep to the same children each week) Max 2 groups</li> <li>social distancing must be adhered to</li> <li>Hand sanitiser must be used by everyone that enters</li> <li>All touch points door handles, tables etc must be wiped down before and after the booking</li> <li>All equipment MUST be supplied by the booking.</li> <li>No spectators allowed in Assembly Hall</li> <li>Please use toilets located next to the assembly hall</li> </ul>	All staff Hirers	2	3	5
All Weather Pitch	Using the AWP safely and avoiding cross contamination	3	3	9	<ul style="list-style-type: none"> <li>Everyone must use hand sanitiser before they start the booking</li> <li>social distancing must be maintained where possible</li> <li>Max 60 adults on full AWP, 30 on half AWP</li> <li>Children's bookings will only allow bubbles of 15 (must keep to the same children each week) Max 3 groups, social distancing must be maintained where possible</li> <li>Hirers using the AWP MUST use the toilets in the school and not the fitness centre. They must enter through the rear entrance of the changing rooms and adhere to all the changing room rules above.</li> <li>No spectators allowed on site</li> </ul>	All staff Hirers	1	3	3
Grass Pitches	Using the Grass Pitches safely and avoiding cross contamination	3	3	9	<ul style="list-style-type: none"> <li>Everyone must use hand sanitiser before they start the booking</li> <li>social distancing must be maintained where possible</li> <li>Children's bookings will only allow bubbles of 15 (must keep to the same children each week) Max 3 groups, social distancing must be maintained</li> <li>Hirers using the grass pitches MUST use the toilets in the school and not the fitness centre. They must enter through the rear entrance of the changing rooms and adhere to all the changing room rules above.</li> <li>No spectators allowed on site</li> </ul>	All staff Hirers	1	3	3



First Aid	Spread of disease	4	3	12	<ul style="list-style-type: none"> <li>Rules for first aid have not changed</li> <li>Hirers are expected to provide their own qualified First aider for all bookings</li> <li>Hirers must provide masks and gloves to wear for their staff and customers when treating or being treated.</li> </ul>	Hirers	2	3	5
Emergency Evacuation	Evacuating in all participants safely	2	5	10	<ul style="list-style-type: none"> <li>Evacuation rules have not changed</li> <li>Leave building by nearest exit</li> <li>You do not need to social distance when exiting the building</li> <li>Social distance when you reach the assembly point (car park or rear playground)</li> <li>Make sure you have a register of your booking</li> </ul>	Hirers Staff	2	4	8
Hirers	Cross Contamination	4	3	12	<ul style="list-style-type: none"> <li>Rules may change and new risk assessments will be given out as they do but hirers must carry out their own risk assessments and send a copy to head office before the booking can commence</li> <li>Hirers are expected to maintain Covid rules as described by their own governing body</li> <li>Any flouting of these rules and you may be asked to leave and risk losing your booking</li> <li>Hirer's must adhere to the Government guidelines on track and Trace and inform head office if anyone tests positive for Covid.</li> <li>If you have any questions or there are any problems staff are on hand to help.</li> <li>At the beginning of your first booking the lead of the booking MUST make themselves known and liaise with a member of staff please go to the fitness centre reception.</li> <li>Link to Covid rules for children activity <a href="https://www.ukactive.com/wp-content/uploads/2020/06/CAP-Guidance-Covid19-compressed-V1.2pdf.pdf">https://www.ukactive.com/wp-content/uploads/2020/06/CAP-Guidance-Covid19-compressed-V1.2pdf.pdf</a></li> <li>Link to FA Guidelines <a href="https://www.thefa.com/news/2020/jul/03/grassroots-football-covid-19-update-030720">https://www.thefa.com/news/2020/jul/03/grassroots-football-covid-19-update-030720</a></li> <li>Link to Government guidelines for tier 3 <a href="https://www.gov.uk/guidance/local-restriction-tiers-what-you-need-to-know#very-high-alert">https://www.gov.uk/guidance/local-restriction-tiers-what-you-need-to-know#very-high-alert</a></li> </ul>	Hirers All Staff	2	3	5



**Review Log – Fitness Suite - RA**

Date of Review	Reviewed By	Position	Signature	Next Review Date

