ReoCcupation Risk Assessment

Ex Blues Club

29 June 2020

**Risk Assessment Certificate**

**Staying COVID-19 Secure in 2020**

Ex Blues confirm that we have complied with the government’s guidance on managing the risk of COVID-19.

Ex Blues have carried out a COVID-19 risk assessment that covers the reoccupation of our premises in Pickhurst Rise

Health and Safety of our members, visitors, staff and contractors is of paramount importance, and we confirm that we have done our best to ensure a safe return to the Club.

* We have conducted a COVID-19 risk assessment and implemented a management plan.
* We have enhanced our cleaning regimes.
* We encourage handwashing and hygiene procedures in line with the guidance, and promote this via suitable provisions and posters.
* We have taken all reasonable steps to maintain social distancing in accordance with Government guidelines and have introduced appropriate signage
* Where people cannot be 2metres apart, we have done everything practical to manage exposure and transmission risks.
* We will issue guidance to all members regarding club usage and conduct
* We have assessed our outdoor areas and introduced appropriate distancing and serving arrangements for those wanting to stay outdoors

Signed:

For and on behalf of the Management Committee

Date:

**Introduction**

The control measures identified in this risk assessment meet with the governments guidance on managing the risk of COVID-19.

We will continue to monitor advice laid out by government and adjust to accommodate any changes.

We have assumed that there is no cricket or football at this time so all dressing rooms and showers will

be closed. When these sports are allowed, we will review this risk assessment

Let us continue to work together, stay alert and follow these measures to help us all keep safe in our Club.

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| **Location:** | **Ex Blues, Pickhurst Rise, West Wickham BR4 0AW** |
| **Areas considered:** | **Car park, clubhouse and grounds** |
| **Objective:** | **Reoccupation of The Clubhouse and Premises following COVID-19 lockdown** |
| **Potential exposure:** | **Members, visitors,staff and contractors** |
| **Hazards:** | **Exposure to and transmission of Coronavirus** |
| **Completed by:** | **Martin Elmer Chairman and The Management Committee** |
| **Date:** | **29 June 2020** |
| **Review:** | * **Under continuous review in line with government guidelines**
* **Review when sport returns**
* **Review following a suspected case of Coronavirus**
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| **Review date:** | **tbc** |
| **Summary of changes:** |  |

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|  **Area of concern** | **Comments**  |  **Controls** |
| CapacitySocial DistancingAccess and egressCovid outbreak notification ofPersonal protection equipment (PPE)Cleaning regime, sanitisation measures and touching points | The capacity for omitted inside the Clubhouse has been set by the furniture layout and following government guidelinesHiring’s or large gatherings will not be permitted in the short-term return plans.We will apply social distancing protocols in line with government guidelinesMembers using the Main Bar are to use the main entrance door for both access and egress Members using the members lounge are to use the far end door for both access and egressThe galley between the two bars will be closedWe need to be able to notify all those present on a day should someone subsequently be identified with CovidThere is no requirement for members to wear face coverings and gloves. However, those who wish to wear PPE can do so of course.The Club will not be supplying PPE save for the bar staffBar staff will be provided with PPE including personalised storage for their own belongingsThe bar staff will be paid one-hour extra hours wages to clean the bar area only at the end of their shiftThe cleaner will be engaged in extra duties Wipes will be provided at all tables so they can be cleaned on exit by those using that table. They will not be cleaned during opening hours by the bar staffHand sanitiser dispensers will be in place at key points Members and visitors will be expected to wipe down contact surfaces after use . e.g. tables, door handles, taps in the toilets  | This statement will be displayed at prominent points and shared with all members before the 4th JulyManagement will monitor occupancy and expect all members to self regulate to ensure that 2m physical distancing can be achieved where possible.Where it is difficult to achieve 2m physical distancing, for example in toilet areas, a one in, one out rule will be in place.The clubhouse has posters and markings to indicate social distancingA maximum of 4 people per table with a maximum from 2 families is to be appliedSignage will be displayed with access instructions and protocols to be followedA book has been set up in both bars and all members and visitors are required to sign in and leave a contact phone numberThe bar manager will liaise with the bar staff on a regular basis to ensure PPE is supplied and maintainedAll hard surfaces, floors, chairs, door handles, and sanitary fittings, etc., will be been cleaned in line with government guidelines. As many doors as is possible will remain open whist the Club is open to reduce contact points Additional waste receptacles will be provided for waste items such as tissues, wipes, and disposable face coverings. Posters shall be strategically placed to reinforce handwashing and physical distancing measures.Hygienic wipes will be available at key points |

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| Bar protocols | There will be no table service as minimising contact points is key for both bar staff and membersOrdering and picking up points have been marked up on the bar counters and floorsBar staff will not collect used glasses from tables, so glass drop off points have been identified The bar staff have the right to refuse service if these protocols are not observedAll transactions will be by card machinesFor those sitting outside who do not wish to enter the club ordering will be possible from a table near the outside bar door | Plastic sheets will be in place at the ordering and collection pointsSignage and markings are in placeThis will be supported by the Management CommitteeIf the member or visitor does not have a card, please discuss with a member of the committee or bar staff who will make alternative arrangements  |
| Water services and ventilation  | The hot water taps and showers have been run twice a week during lockdownWe need to ensure as much natural ventilation as possible to reduce potential of Covid in accordance with Government guidelines | Regular running of the hot water taps will continueAll windows and external doors will be open as is reasonably practical whist the Club is occupied |
| Communal areas* Dressing rooms
* Kitchen
* Car Park
* Showers
* Toilets
 | The dressing rooms and showers are to remain closed until sport returnsThe car park will be used as normal, but members and visitors are expected to be respectful and mindful of social distancing The kitchen will be closedThe toilets in the members lounge will remain as one female and one male toiletThe toilets in the Main bar are to be for male use only temporarilyThe lady’s toilet for those using the main bar will beIn the changing room lobby accessed via the door by the kitchen , again temporarily | The keys to these areas will be removed and kept behind the bar Signage will be installed to reinforce these measures |