Step Forward Plan

Risk Assessment Form

Working together for a safe return to gymnastics

British Gymnastics

English Gymnastics

Gymnastics Northern Ireland

Scottish Gymnastics

Welsh Gymnastics Gymnasteg Cymru

Risk Assessment Form

integrity enthusiasm flexibility

Risk Assessment Number:	Date of Assessment:	Additional Information Check sheet/Risk assessments required.		
Task / Work Activity / Work Area Assessed:	Assessment Carried By:	Substances Hazardous to Health: Manual Handling: Display Screen Equipment: New and Expectant Mothers: Young Persons:	☐ ☐ ☐ ☐ ☐	

Worst Case Outcome					Likelihood					Risk Rating Outcome X Likelihood		
10	8	5	3	1	10	8	5	2	1	High	Medium	Low
Fatality	Severe Injury	Lost time Injury	Minor Injury	No Injury	Certain	Very likely	likely	Unlikely	Remote	50-100	20-49	1-19

Persons affected by the Activity	**Identified Hazards**	**Control Measures Already in Place**	**Outcome**	**Likelihood**	**Risk Rating**	**Is further action required Yes/No**
Staff, Children Parents	Children and Parents arriving on site (Possible cross contamination)	• Training sessions staggered to avoid cross over • Cafes and balcony closed • Gymnasts to come in their gear as no changing facilities will be open • Training sessions reduced to between 30 – 35 children per session (Max 60 people • Parents to use a drop off and collect system. Parents are not to wait inside the gym whilst training is taking place. Coaches will sign gymnasts out after sessions. Viewing areas are	3 Minor Injury	2 Unlikely	6 Low	N

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		closed • Sanitising of equipment will take place in between sessions • Distancing signage for parents and children waiting to enter • Temperature check and health questionnaire on arrival • Children will not be allowed to train if any of their family members are in self isolation/have temperature/have family or themselves have symptoms. Children will be lined up and taken to wash their hands after the session ends • Parents and coaches are reminded that anyone at home who is deemed vulnerable (new and expectant mother, elderly) should not attend any sessions until further notice • Coaches not permitted to enter if they have high temperature or fail health questionnaire				
Staff, Children Parents	Droplets or virus being live on equipment (high touch area) and risk of air transmission	• All to wash hands and hand sanitise at the start of a session and regularly • All equipment will be cleaned before and after session • Mats will be wiped down after every session, before a new class starts • Sign off that equipment has been wiped down before start of next session	3 Minor Injury	2 Unlikely	6 Low	N

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		• Every handle will be cleaned and doors kept open where possible so no one needs to use handles often • Social distancing for ALL during sessions. 2m distancing wherever possible. No hands on coaching. Masks/shields to be worn where the coach feels it appropriate/where it is required by law/where managing an injury				
Staff, Children Parents	Children leaving the Gym via back door (avoid cross contamination)	• Line children up and collect items and sanitise hands before leaving via the back door • Collection socially distanced as on entry • No cross over of people entering and leaving the premises • Children who are not collected at said time will be moved to an isolated area so not to cross contaminate with newcomers	2	2 Unlikely	4 Low	N

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Staff, Children Parents	Sneezing, Coughing (droplet transmission)	• Good hygiene practice in place • Tissues available • Hand sanitiser available for use • Bins are cleaned every evening • Cough and sneeze into the crook of their elbow and use a separate bathroom if possible	5	5	25 Medium	Y
Staff, Children Parents	Identification of potential infection: • Cough • Fever • Shortness of breath • Sore Throat	• Isolation area available to accommodate person/s • Session will be cancelled if necessary, and the risk assessment reviewed • Temperature check and health questionnaire on arrival • No participation by any child should any family member in the household be self-isolating	3	2	6 Low	N

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Staff, Children Parents	Returning from a category 1 country	**Category 1 Countries** Travelers should self-isolate, even if asymptomatic, and use the 111 online coronavirus service to find out what to do next. Go home or to your destination and then self-isolate. **Category 2 Countries** Travelers do not need to undertake any special measures, but if they develop symptoms, they should self-isolate and call NHS 111.	5 Lost Time Injury	5 Likely	25 Medium	N

Risk Assessment Form Cont.

Further Control Measures	**Further Control Measures Follow Up**		
	Allocated to (Name)	**Target date**	**Date completed**

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• Parents to be advised that a drop off and collect system will be implemented, viewing areas will be closed. Parents must wait in vehicles • Parents and coaches to be advised of temperature checking and confirmation of heath as against health questionnaire required for each session • Where children are not collected straight after a training session, the child will need to be moved to an isolated area where they can wait for their parents so as not to have any cross over with arriving children • Staff members to sign an inspection sheet to show that the equipment has been cleaned and wiped down after every session • Display posters for good hygiene, i.e. handwashing • Managers are to be informed of procedure in case of an employee becoming ill while at work. This will include the following key points as follows: -Isolate the individual at least 2 meters away from other people, -Go to an isolation room or area behind a closed door such as a sick bay, or office, -The affected child or staff member is to avoid touching anything, cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow and use a separate bathroom if possible. • Site closure may be advised by Public Health England • Members of staff of family members who think they may be infected to carry out the self-assessment on the NHS website before arriving at the gym and to follow guidance: https://111.nhs.uk/covid-19			

Risk Assessment Reviews			
Suggested Review Date: (either after significant changes, completed actions or annually)			
Risk Assessment Reviewed by:		Risk Assessment Reviewed by:	
Date:		Date:	
Comments:		Comments:	

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Next Suggested Review Date:		Next Suggested Review Date:	
Risk Assessment Reviewed by:		Risk Assessment Reviewed by:	
Date:		Date:	
Comments:		Comments:	
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