

| Hazard and related activity | Persons at risk | Existing control measures <i>Eg instructions, training, authorised user, competent person, PPE – give specific references</i> | Risk rating after existing control measures <i>Potential Outcome x Likelihood = Risk (eg Minor x Unlikely = Low)</i> | If any additional control measures required – what are they? <i>Eg documented observational monitoring</i> | Residual risk rating after additional control measures <i>Potential Outcome x Likelihood = Risk (eg Minor x Unlikely = Low)</i> |
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| <p>A member of TSSC should not attend or undertake any activities if they are displaying any symptoms of (COVID-19)</p> <p>This is a dynamic risk assessment and will be constantly reviewed as the situation changes, therefor it is important that you refer back.</p> | <p>Members Public Yorkshire Water Employees</p> | <p>Written guidance from Public Health England, Yorkshire Water and the RYA has been supplied to all members and they have been advised not to attend the club if they are displaying any COVID symptoms.</p> <p>Written guidance from Public Health England, Yorkshire Water and RYA is displayed on the TSSC website and at the club facilities.</p> <p>Any member that experience symptoms or illness within a 72hr period of attendance at the club, are to inform the Commodore or Health and Safety Officer.</p> <p>Vulnerable Members must consider their individual risk. The Committee</p> | <p>Moderate x possible = Medium</p> | <p>On arrival at the club, members should use the provided disinfectant prior to opening and after closing the car park gate.</p> <p>All members to follow the government policy on “staying safe”. Social distancing policy “2 metre rule” to be strictly reinforced.</p> <p>If concerns relating to symptoms or illness are raised, they are to be acted upon immediately, ensuring track and trace measures are conducted.</p> <p>Should any concerns be raised, the Commodore and the Health and Safety Officer are to be informed.</p> <p>Should the provision of First Aid be required on site at any time, the assistance should maintain social</p> | <p>Moderate x unlikely = Medium</p> |

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| | | <p>recommends such individuals should take a precautionary approach and avoid the club in the current circumstances</p> <p>The Club will display clear signage as to the current phase.</p> | | <p>distancing where ever practicable Prioritise assisting the casualty where their condition would be worsened through lack of immediate first aid. To have readily available on site a pack of disposable medical gloves, goggles, and masks to use when administering first aid. Used PPE to be bagged and disposed off away from TSSC.</p> | |
| <p><u>Phase 1 –</u> Date: 06 JUN 2020 Restricted water-based activities using <u>There will be no safety boat cover.</u> The club facilities will remain closed in the Robinson Building apart from access for the two TSSC Bosuns alone. With the club closed - First Aid equipment will be placed in the front of a safety boat.</p> | <p>Members Public Yorkshire Water Employees</p> | <p>Members must reserve a slot for any water-based activity using the online membership booking procedure. <i>(This replaces the membership book at the club and will be used to track and trace, should any symptoms develop.)</i></p> <p>Only 12 members will be permitted to register and use the water at the same time, viz up to 6 sailing dinghies and up to 6 other water craft e.g. Windsurfer or SUP or canoe/kayak</p> <p>Sailing will be permitted seven days a week during daylight hours.</p> <p>Members must reserve a slot to visit the boat park to deliver or remove boats, or to work on their boats.</p> <p>As a safety precaution the committee has agreed that water-based activities are only permitted if the Met forecast is for</p> | <p>Moderate x possible = Medium</p> | <p>Members are to be aware that there will be <u>no</u> safety boat cover during this phase. <i>(Following guidance on social distancing measures affecting occupancy of the boat, launching and recovery, and recovery of casualties)</i></p> <p>Members are to ensure they sail within the safe limits of their ability.</p> <p>Consideration should be carefully taken to the ability to safely launch and recover a boat unsupported, should conditions change. Members must use and be responsible for the use of their own trollies alone</p> <p>Double handed boats are only to be sailed by members of the same household.</p> <p>There will be no access to the club during this phase, members are to</p> | <p>Moderate x possible = Medium</p> |

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| | | <p>wind gust strengths below 20mph</p> <p>A masthead floatation device is recommended to be fitted to all double handed sailing boats, in view of the higher risk of inversion and entrapment and no safety boat being available.</p> <p>Only privately owned boats are to be used during this phase. Boats are not to be shared between individuals/households.</p> <p>All members to follow the government policy on “staying safe”. Social distancing policy “2 metre rule” to be strictly reinforced.</p> | | <p>arrive prepared to sail, and change at home.</p> <p>No access will be permitted to the Robinson building, other than by nominated keyholders, and the use of any club equipment is not permitted.</p> <p>Note: <i>Access to the fisherman’s toilets will be available; however, this is entirely at your own risk and the club takes no responsibility for the use or keeping of the toilets. NO disinfectant is available at this time</i></p> | |
| <p>Phase 2 – Date: <u>01JUL 2020</u></p> <p>As per phases 1 with the addition of:</p> <p>*The use of club equipment. (excluding safety boats)</p> | <p>Members</p> <p>Public</p> <p>Yorkshire Water Employees</p> | <p>Club boats will be made available to members on a free loan system for periods of 4 days, followed by a quarantine period of 3 days each week.</p> <p>All boats will need to be reserved on line, with staggered start days to ensure a range of boats are available over weekends. 4 x Fusions, 4 Toppers and 2 Lasers will be available for booking as from Weds 1st July with staggered start days.</p> <p>Covid Secure access arrangements in place to safely access sails and equipment from the Robinson building.</p> | <p>Moderate x possible = Medium</p> | <p>Members are to ensure they register for the boat, giving at least 12hrs notice.</p> <p>Members are responsible for their own safety as per phase 1 and to sail within their own abilities and experience.</p> <p>Members must be able to launch and recover the boat independently.</p> <p>Members are to ensure a mast head floatation is fitted to double handed boats.</p> <p>Members to ensure that keys, trolley</p> | <p>Moderate x possible = Medium</p> |

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| | | <p>Club equipment is only to be used if booked through the online membership booking procedure and only during times when the club is open. (Details of the boat identification number will be provided after booking and only the allocated boat should be used to ensure track and trace measures.)</p> <p>Prior to and after use, it is the responsibility of the member to disinfect the boat and all equipment. (Disinfectant and cleaning materials provided.)</p> <p>No boat is to be used again unless by the same member within a 72hr period.</p> <p>The borrowing of a club buoyancy aid or clothing must be logged online using its identification number and disinfected prior to use and after. (<i>The buoyancy aid/ clothing is not to be placed back on the rail, but instead in the designated area marked 'used' for a period of 72hrs</i>)</p> | | handles and all equipment including masts, dagger boards, covers and rudders are disinfected. | |
| <p>Phase 3 – Date: <u>TBC</u></p> <p>As per phase 1 & 2 with the addition of:</p> <p>*Restricted opening of</p> | <p>Members</p> <p>Public</p> <p>Yorkshire Water Employees</p> | <p>COVID signage placed in toilets, changing rooms and above sinks.</p> <p>Members must sanitise their hands on entering and leaving both the building and changing rooms.</p> | <p>Moderate x possible = Medium</p> | <p>Members are to follow government advice on handwashing and social distancing.</p> <p>Under no circumstance is anyone to enter the club if they are displaying any symptoms of COVID-19</p> | <p>Moderate x possible = Medium</p> |

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| <p>the changing facilities and toilets in the Clubhouse</p> <p>The showers, lounge and galley area remain out of bounds.</p> <p>Measures introduced to limit the potential risk of virus spread.</p> | | <p>Members are personally responsible for disinfecting all touch points, and surfaces they have been in contact with in the clubhouse</p> <p>Members must wear a face mask within the clubhouse at all times.</p> <p>Separate cleaning materials are to be provided for the different areas. colour coding: Red: High risk—toilets/changing rooms Blue: General areas – doors / lights Green: Boats and equipment Yellow: Galley (<i>at a later stage</i>)</p> <p>Ventilation fans to be switched on, and where possible windows opened. Internal doors should be left open at all times to reduce contact points with handles and doors, and to avoid blind spots where close approach between individuals is possible</p> <p>Only <u>one</u> member at a time allowed to enter toilets or changing facilities. Members must call out to confirm occupancy in advance</p> <p>Numbered changing spaces are clearly labelled with a 2-meter marked area.</p> | | <p>All members to follow the government policy on “staying safe”. Social distancing policy “2 metre rule” to be strictly reinforced.</p> <p>Any concerns are to be immediately reported to the Health and Safety Officer and the Commodore. (Contact details at the bottom of this risk assessment, on the club website and club notice board.)</p> <p>Members are to bring their own food and drinks.</p> <p>All cleaning products to be safely stored away out of reach to reduce risk the risk of harm (Key cupboard).</p> <p>Individuals are responsible for bagging and removing their rubbish for disposal off site.</p> <p>It is the members responsibility to disinfect their changing area prior to and after use.</p> | |
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| | | Members are to use the number that correlates to their booking reference. (This is to enable track and trace measures) | | | | |
| <p>Phase 4 – Date: TBC</p> <p>Return to: A revised schedule of activities including racing, safety boat cover and access to the club lounge.</p> <p>Note: Training, Schools and camping to be reviewed separately</p> | <p>Members</p> <p>Public</p> <p>Yorkshire Water Employees</p> | <p>Safety boat cover to resume, with crew and helm advised to wear face masks (and goggles) for protection. Where possible the crew to sit facing forward to minimise risk of face to face contact with the helm.</p> <p>Club lounge to reopen apart from the galley area which will be taped off. (this is to prevent cross contamination in the use of communal items such as cups, spoons, plates etc.)</p> <p>Lounge patio doors to be opened to allow good ventilation and to also allow for a one-way system.</p> <p>Rigging, launching and recovery of boats at busy times, such as racing to be staggered to ensure social distancing measures.</p> | <p>Moderate x possible = Medium</p> | <p>Members to maintain good personal hygiene and hand-washing culture throughout the day.</p> <p>Only those people deemed necessary to enter the club should do so, where possible members should make use of the space outside.</p> <p>The layout of the tables and chairs within the club will be adjusted to ensure social distance measures. Members are asked that they remain in position for everyone’s safety.</p> <p>Carpeted areas and soft fabric furnishing will not be accessible</p> <p>All members to follow the government policy on “staying safe”. Social distancing policy “2 metre rule” to be strictly reinforced.</p> | <p>Moderate x possible= Medium</p> | |
| ACTION PLAN (insert additional rows if required) | | | To be actioned by: | | Action completed: | |
| Further control measures to reduce risks <i>so far as is reasonably practicable</i> | | | Name | Position | Date | Signature |
| 1 | All members to read this Coronavirus impact Risk assessment and provided COVID 19 guidance | | All Members | all | Prior to attendance | |

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| 2 | <i>COVID Procedures and risk assessment to be shared with Yorkshire Water</i> | <i>Committee</i> | <i>Commodore</i> | <i>Prior to Phase 1</i> | | |
| 3 | <i>All disinfecting & cleaning products to be in place, along with a colour coded cleaning procedure and cleaning records.</i> | <i>Committee</i> | <i>all</i> | <i>Prior to Phase 1</i> | | |
| 4 | <i>Disinfectant spray to be placed at the gate</i> | <i>Committee</i> | <i>all</i> | <i>Prior to phase 1</i> | | |
| 5 | <i>COVID signage, consistent with Yorkshire Water requirements, to be in place online and at the club</i> | <i>Committee</i> | <i>all</i> | <i>Prior to Phase 1</i> | | |
| 6 | <i>First aid equipment to be stored in safety boats for quick access whilst the club remains closed</i> | <i>Committee</i> | <i>all</i> | <i>Prior to Phase 1</i> | | |
| 7 | <i>Changing room areas to be numbered and sectioned off</i> | <i>Committee</i> | <i>all</i> | <i>Prior to Phase 2</i> | | |
| 8 | <i>Designated equipment to be clearly numbered in sets to accompany online booking / Mast floatation devices to be fitted.</i> | <i>Committee</i> | <i>all</i> | <i>Prior to Phase 3</i> | | |
| 9 | <i>Lounge table and chairs to be positioned to allow for social distancing, one-way system signs to be introduced.</i> | <i>Committee</i> | <i>all</i> | <i>Prior to Phase 4</i> | | |

COMMENTS AND INFORMATION

Use this section to record how the risk assessment & control measures have been communicated, and any other comments and information

This Risk assessment has been developed using information provided by Public Health England, Yorkshire Water and the RYA

To stay safe and keep people safe in these difficult and testing times, it is important to reinforce the importance of being very vigilant. If at any time you or one of your close family become unwell and have a raised temperature or a persistent cough and other flu like symptoms: Do not go to the Sailing Club and remain home for a minimum period of 14 days.

The failure of any member to follow this risk assessment or who's actions have disregard for the safety and welfare of others will be asked to vacate the vicinity and action may be taken by the committee.

COMMENTS AND INFORMATION

Use this section to record how the risk assessment & control measures have been communicated, and any other comments and information

Commodore: Phil Gamlen: Tel:
Health and Safety Officer: Jonathan Stephenson – Tel: 07496 366237

| Scheduled date of next review <i>Minimum annually, or if there are any significant changes, or following an incident or near miss</i> | Are there any changes to the activity since the last review? <i>Clarify that all the controls are still in place and are monitored on a regular basis.</i> | Signature of manager | Date of review |
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| <i>Weekly with staff working at Yatton House / during supervisions.</i> | | | |
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