

England Squash COVID-19 Club Risk Assessment (template)

You should review and update this template in line with the specific situation and circumstances of your club/venue. This may mean adding or removing items from this risk assessment – ultimately it is your responsibility to ensure that this is comprehensive and correct for your club/venue.

Date of Assessment	Person Undertaking Risk Assessment	Club Name	Facility Address	Activity	Risk Assessment Issue Number
7 th September 2020	Martin Plews, James Norman, Rob Norman	Horsham Squash Club	Cricketfield Road, Horsham, RH12 1TE	Squash	02
Persons Exposed e.g. Employee(s), Visitor, Member of Public etc.		Maximum Number of People Exposed		Frequency and Duration of Exposure	
Club members/parents/guardians/cleaners		12		1 hour	
Level of Risk					
Low		Medium		High	

Identified Risks:

- COVID-19 is highly infectious disease.
- Infection through lack of social distancing (1 metre minimum).
- Infection through droplets from individuals which could subsequently be inhaled into the lungs.
- Infection through touching a surface, object, or the hand of an infected individual that is contaminated with respiratory secretions and then touching their own mouth, nose or eyes.

Additional information can be found here:

- Public Health England Advice - <https://www.gov.uk/government/organisations/public-health-england>
- HSE Guidelines - <https://www.hse.gov.uk/news/coronavirus.htm>
- Safeguarding guidance - <https://thecpsu.org.uk/>

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
GOVERNANCE & MANAGEMENT	Inadequate procedures to keep participants safe	Complete a thorough COVID-19 risk assessment. Develop a COVID-19 secure plan (procedures and policies). Monitor how the plan is operating. Explain to membership the steps we are taking.				N	Email members
	Inadequate procedures to keep participants safe	Update first aid procedures/protocols in line with current HSE guidance. Explain to membership what steps we are taking.				Y	
	Procedures not being applied	Players must make court bookings through the online booking system before entering the club and check in using the touchscreen. (This is vital as it will act as an attendance register for contact tracing purposes). Monitor check-in and court booking sheets.				Y	Members not adhering to process or procedure will have access to club limited
	Members unaware of new infection controls	Clear and frequent communications with members through the MyCourts email system. Communications will explain in detail the COVID-19 secure plan and the various steps being taken by the club to control infection. Communications to set out the procedures members must follow. Notice at entry point describing the actions members must take whilst on the club premises.				N	Email members to make aware of any new processes
	Procedures not being applied	Clear communication with members on the COVID-19 secure plan and the procedures they must follow. Monitor check-in and court booking sheets. Establish a process for managing members that do not adhere to the procedures for infection control and explain what steps we would take.				Y	

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
CLUB ENVIRONMENT (OFF COURTS AREAS)	Infection	Risk assessment completed Procedures, systems and signage in place for the common areas, including reminders regarding actions whilst on the club premises (wayfinding, sanitising, social distancing).				N	Signage to be installed
	Infection	Have defined entrance and exit routes for the squash courts area. (Our entrance and exit routes for the courts are the same, therefore provide signage reminders regarding social distancing).				N	Signage to be installed
	Infection	Notice at entry point to squash courts area describing the actions members must take whilst in the squash court area (wayfinding, sanitising, cleaning, social distancing).				N	Posters to be put up
	Infection	Hand sanitiser to be used before operating squash touchscreens.				Y	

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
SQUASH COURTS AREA	Infection	Initial clean of court area contact surfaces before reopening to players.				N	Cleaners will clean on morning of reopening
	Infection	Squash courts to be cleaned daily				N	Cleaners cleaning in the morning as per ES guidelines
	Infection	Hand sanitiser and wipes provided for use by players by all courts.				N	Sanitiser, wipes, paper towels to be supplied on each court
	Infection	Daily monitoring of sanitiser and wipes, and restocking as required.				N	Regularly check supplies
		Provision of waste bins for each court. Waste bins emptied daily and all waste disposed of.				N	Purchase bins
	Infection	Have disposal regime for all used cleaning wipes and other materials.				Y	
	Infection	Remove any unnecessary furniture to reduce the number of contact surfaces.				Y	
	Infection	Strict rules in place for how courts are to be used to allow for social distancing including: <ul style="list-style-type: none"> • Contactless booking • Limited number to meet Government Guidelines • Strict Policy on types of play 				Y	
	Infection	Stagger court playing times to minimise social contact (if possible).				Y	
	Infection	Players must provide their own squash equipment - no sharing or use of club equipment.				Y	
	Infection	Players to keep all ancillary personal items (e.g. sweat towels, drink bottles) in their squash bags (i.e. do not spread items over the seating area).				Y	

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
SQUASH STORE AREAS	Infection	No equipment in store areas to be used by players (e.g. racketball equipment, spare footwear).				Y	
	Infection	Stores to be kept locked.				Y	
CLUB OFFICE	Infection	Refer to Horsham sports club policies & procedures				Y	
TOILETS & SHOWERS	Infection	Squash changing rooms and showers to remain closed.				Y	
	Infection	Toilet facilities for players are available at the tennis courts end of the main building on a one-in one-out basis with queuing outside the building.				Y	

Area	Identified Risk	Actions to Control Risk	Green	Amber	Red	Actioned Y/N	Further Controls/Action Required
PLAYERS & STAFF	Infection	Strict rules on players and staff not entering the building if they are unwell or show any COVID-19 symptoms. Players must make court bookings through the online booking system before entering the club and check in using the touchscreen. Staff to maintain register for cleaning in the squash area. (This is vital as it will act as an attendance register for contact tracing purposes).				Y	
	Infection	Only staff and squash club members to access the club.				Y	
	Infection	Hand sanitiser to be made available.				Y	
	Infection	Handling of the same ball by different players during a session is discouraged.				Y	
	Infection	To reduce sweat droplets adopt the use of sweatbands. Wiping hands on walls or rear glass back wall is strictly prohibited.				Y	
	Infection	Bring own drinks and use own water bottles at all times. All personal 'waste' (empty water bottles, wrappers etc.) to be taken home.				N	Water fountain to be turned off
	Infection	Players should arrive in kit and no earlier than five minutes before the session start time. Players should exit the squash court area immediately following the end of the session.				N	Email members procedures

Manager's Signature	Date	Assessment Review Date
James Norman/Rob Norman/Martin Plews	08/09/2020	07/09/2020