



COVID-19 Risk Assessment

Introduction

This risk assessment is designed to keep participants in our club sessions safe, while managing the risk of COVID-19. As part of our planning to return to junior badminton, we have undertaken this risk assessment to help establish what measures to take.

The Club's COVID-19 Officer is responsible for ensuring that this risk assessment remains up-to-date and is in line with applicable Government and Badminton Scotland guidance.

The COVID-19 pandemic poses a serious risk to individuals. We have undertaken this risk assessment and identified the control measures to reduce the risk in the context of our club sessions.

This risk assessment is not intended to replace the Club's pre COVID-19 risk assessment, but rather it is intended to complement it.

This risk assessment focuses on the health and safety of the Club and its members in the context of COVID-19. It encompasses the activities we carry out, the equipment we use as a club and the activities and equipment we provide to members and visitors. It helps us to assess and control the risk of accidents or injuries to everyone involved in the Club and its members/visitors. The focus of this document is on health and safety risks and this document is not intended to be a risk register that sets out and assesses all the significant risks that may affect the running and sustainability of the Club, whether COVID-19 related or otherwise.

Glenearn Junior Badminton Club (the under-18 section of Glenearn Badminton Club):
COVID-19 Risk Assessment Form

Session:	Club nights at North Inch Community Campus for participants aged under 18	Date Completed:	24 April 2021
Venue:	North Inch Community Campus – three badminton courts	Completed by:	Ross Paterson
COVID-19 Officer:	Ross Paterson		

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Risk of COVID-19 transmission due to lack of social distancing	Under-18 participants, coaches, parents and carers	<ul style="list-style-type: none"> We have established a cap on the number of participants who will be permitted to attend any club session. We have set the cap for junior sessions at North Inch Community Campus at six per court, including any adult coaches, in line with Badminton Scotland guidance. We anticipate that will generally mean up to five under-18 participants and one adult coach per court. Participants may move between courts subject to these limits. Given the above cap on the number of participants per court, the cap on the number of participants and coaches at any one session will be 18. (Six people per court across three courts.) Spectators are not permitted at the sessions other than where a parent or carer is supervising a child in accordance with specific sector guidance for sporting events. Where a parent or carer is supervising a child, that parent or carer will be counted when applying the caps of no more than six participants per court, and no more than 18 participants in the hall. In line with Badminton Scotland guidance, both games of singles and doubles will be permitted. <p>We have an online booking system to assist in applying the cap on participant numbers. Only pre-booked participants will be allowed to join a club session.</p>	LOW	Ross Paterson

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Risk of COVID-19 transmission due to lack of social distancing (continued)		<ul style="list-style-type: none"> • A COVID-19 Duty Officer will oversee each club session to advise on appropriate procedures and behaviours, and ensure the COVID-19 requirements of the Club, the relevant venue and the Government are followed. • No bodily contact, including handshakes and high fives, is permitted at club sessions. • Participants must wear face coverings always within the North Inch Community Campus, including in the corridors, the reception areas and the toilets. The only exception is that participants do not need to wear face coverings when in their “court bubble” in the Sports Hall. • Face coverings shall be worn by coaches when indoors, except where an exemption applies (exemptions include where an individual has a health condition or is disabled, including hidden disabilities, for example, autism, dementia or a learning disability) or where there is a reasonable excuse for a coach not to wear a face covering such as: <ul style="list-style-type: none"> • where there is difficulty in communicating with under-18 participants who may not be close by and safety is an issue • being physically active or exercising as part of the coached session. • Participants at club sessions are not permitted to shout or unduly raise their voices because of the potential for increased risk of COVID-19 transmission through small droplets. • No gatherings involving participants in club sessions is permitted before or after those sessions. 		

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Risk of COVID-19 transmission due to lack of social distancing (continued)		<ul style="list-style-type: none"> No-one who has had COVID-19 symptoms (cough, fever, loss of taste or smell) in the preceding 10 days or a member of whose household has had symptoms in the preceding 14 days may attend a club session. https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/ If an under-18 participant becomes unwell at a club session, a coach will contact the participant's parent or guardian to take the participant home immediately as soon as possible. The parent or guardian should visit the NHS Scotland Self Help Guide and request a COVID-19 test for the participant. If a coach becomes unwell at a club session, he or she should go home immediately and visit the NHS Scotland Self Help Guide and request a COVID-19 test. We will have at least three coaches at each session so that activities can continue even if one coach has to leave early. 		

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Risk of COVID-19 transmission from sharing equipment during sessions	Under-18 participants and coaches	<ul style="list-style-type: none"> Any participant in a club session will be required to bring their own racket, sportswear and drink. Participants at club sessions are not allowed to share equipment other than shuttlecocks. Participants must only use their own racket(s). The Club's rackets will not generally be available to participants for the time being. Where it is necessary for a participant to use a club racket, the racket will be sanitised both before and after use, and must only be used by one participant. Sharing of shuttles – Participants do not need to use own marked shuttle but shall only use shuttlecocks for their designated playing group / court. Participants sharing shuttles shall take extra care to ensure they do not touch their face during play. Participants are required to have thoroughly washed their hands or use hand sanitiser immediately before and after play. Participants at club sessions are not allowed to share drinks, drink containers or food. We have confirmed that the water fountains at North Inch Community Campus are only available for filling water bottles. Equipment bags must be stored behind the participant's playing court and at least two metres from the court and any other participant. All participants must take all their belongings with them at the end of each session. Participants should not to touch equipment such as nets, posts or floor mops. 	LOW	Ross Paterson

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Risk of COVID-19 transmission on arriving at or leaving sessions	Under-18 participants, coaches and others in the venue	<ul style="list-style-type: none"> • Club sessions will be timed to minimise any overlap between participants leaving one session, and other participants arriving for a later session. • North Inch Community Campus has designated entries and exits to the building, as well as safe one-way routes, to minimise contact between individuals in the facility. • Participants should arrive neither too early nor too late for club sessions. Participants should arrive within five minutes of the start time. • If back-to-back sessions are being delivered (e.g. two separate junior club badminton sessions within a two-hour period), we will time the sessions so that there is a five to ten-minute changeover between sessions. That will reduce the risk of groups of people congregating and provide a safe changeover of participants. No under-18 participant that attends one session can then attend a subsequent session of the Club on the same day. Coaches may attend successive junior club sessions on the same day, subject to the other restrictions in place. • Participants will be required to wear face coverings when entering and leaving North Inch Community Campus. • Participants should use the hand sanitiser provided on arriving at the venue and before leaving the venue. • The changing room facilities at North Inch Community Campus are not available, although toilet facilities are available. Toilets are cleaned regularly and no more than two people are permitted in each toilet area at any one time. • Under-18 participants shall arrive at each club session ready to play without the need for changing facilities. 	LOW	Ross Paterson

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Increased risk to participants with underlying medical conditions and BAME groups	Under-18 participants and coaches	<ul style="list-style-type: none"> Risk Assessment information will be shared with club members and parents to allow participants with underlying medical conditions and BAME participants to make informed choices about whether to attend a club session. 	LOW	Ross Paterson
Increased risk to participants with disabilities	Under-18 participants and coaches	<ul style="list-style-type: none"> Risk Assessment information will be shared with club members and parents to allow participants with disabilities to make informed choices about whether to attend a club session. Where an under-18 participant with a disability requires functional support to enable their participation in badminton, this may be provided without maintaining physical distancing. This support may be provided by a coach or other individual. In such circumstance, the coach and the Club's COVID-19 Officer will consider appropriate mitigating actions such as providing appropriate personal protective equipment, limiting the number of participants an individual provides functional support to, limiting the duration spent in close proximity, or a combination of actions. 	LOW	Ross Paterson
Risk of COVID-19 transmission on travelling to/from club sessions.	Under-18 participants, coaches and members of the public	<ul style="list-style-type: none"> Participants travelling to/from a club session by car must travel either on their own or with members of the same household only. Ample car parking is available near North Inch Community Campus at the times of the Club's sessions. Participants travelling to/from a club session by public transport must ensure that face coverings are worn when using public transport. 	LOW	Ross Paterson

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Risk of COVID-19 cross infection through poor hygiene	Under-18 participants, coaches, venue staff and other users of the venue	<ul style="list-style-type: none"> We have confirmed with North Inch Community Campus that cleaning of the venue is carried out by Tayside Contracts every morning. We have also confirmed that Live Active Leisure will carry out additional spot cleaning when required. Participants should regularly wash / sanitise their hands during each session. Shuttlecocks will not be used for 72 hours after each session. 	LOW	Ross Paterson
Risk of COVID-19 transmission during provision of first aid	Under-18 participants, volunteers and venue staff	<ul style="list-style-type: none"> The North Inch Community Campus has at least one qualified first aider available during club sessions. The first aiders have access to appropriate personal protective equipment and other appropriate equipment, including gloves, fluid resistant surgical masks, disposable aprons and eye protection. Any first aid treatment will be via participant self-management, with the First Aider maintaining social distancing always unless contact is deemed necessary based on a significant risk to the participant being left to self-manage. Patient to be given a face mask to wear during treatment. If contact is necessary, the First Aider will ensure he or she wears adequate personal protective equipment as per Government Guidelines. First Aiders shall wash their hands and arms before (during, if necessary) and after dealing with a first aid situation. First Aiders shall wear appropriate protective clothing (e.g. gloves) and ensure its safe disposal or cleaning. First Aiders shall avoid hand-mouth or hand-eye contact. Equipment will be disinfected after any first aid incident. An Accident & Incident Report Form will be completed for any First Aid incident. The form should not be handed between individuals. 	LOW	Ross Paterson

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Risk of COVID-19 transmission due to handling of cash	Under-18 participants and coaches	<ul style="list-style-type: none"> The pre COVID-19 practice of participants paying their fees in cash at each club session has been discontinued. Participants will be required to pay in advance of each session by bank transfer, or by card at each session. The Club has a card reader to facilitate card payment. The card reader operates wirelessly from a smartphone allowing the participant paying to remain physically distanced from the official collecting payment. Card payment should be contactless wherever possible to minimise the need for participants to touch the card reader. Where it is necessary for a participant to input a PIN number, the card reader will be thoroughly wiped after use with wipes that are effective against COVID-19. The individual paying by card and the Club official collecting payment should remain at least two metres apart during the payment process. 	LOW	Ross Paterson
Risk of COVID-19 contracted at a Club session then being spread to the wider community	Under-18 participants, coaches and the general public	<ul style="list-style-type: none"> The Club will follow appropriate "Test and Protect" arrangements. All participants at club sessions will be required to provide their contact details (name, phone number, session attended), preferably in advance as part of the online booking process. The Club will retain details of those who attended a club session for at least 21 days following the relevant session. It is not the responsibility of the Club to inform members if someone has tested positive for COVID-19. This will be done by the NHS Scotland Test & Protect team. An individual's right to privacy must be observed. 	LOW	Ross Paterson

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General		<p>In addition to the above, the following additional procedures have been put in place to reduce the COVID-19 risk:</p> <ul style="list-style-type: none"> • A guide to returning to badminton will be sent to everyone intending to attend a club session advising them of what will be required of them in relating to their attendance. • At the discretion of the Committee, willful or repeated violation of the requirements by a participant will result in that participant being excluded from subsequent club sessions. 		