Swim England Covid-19 Risk Assessment Template

All clubs must complete a Covid-19 specific risk assessment before returning to the water.

Below is a partially populated example that clubs can use to help inform their risk assessment. It is critical that this is completed in full detail.

Use this template as a guide and starting point to create your club’s own Covid-19 risk assessment.

This is not an exhaustive list and we highly recommend that you complete a full risk assessment for your club returning to the pool.

It is critical to complete Covid-19 risk assessment as comprehensively as possible prior to activity taking place.

This document is how you intend to reasonably protect any participants, workforce, public etc. from the risk of Covid-19. The protocols listed within this document must be reviewed regularly and changed accordingly if measures or guidance changes.

If you need support or advice in completing this risk assessment please contact Swim England officers for support.

General Covid-19 Risk Assessment for aquatic clubs

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| Name of Club: | Stretford Amateur Swimming Club | | | | |
| Date risk assessment carried out: | 10th July 2020  Updated 18th July  Updated 19th July  Updated 21st July | Person: | Club Committee including Simon Newell, Anne Rockliffe, Claire Earnshaw, Tom Pope, Linda Pepper | Review date: | To be reviewed bi-weekly then monthly from a DTBA |

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| What is the Hazard? | Who might be harmed | Risk rating before controls | Controls considered | Risk rating after controls | Actioned by |
| Transmission of Covid-19 | * Athletes * Parents * Guardians * Coaches * Volunteers * Members of the Public | High | * All to be made aware of the hand washing protocols * Everyone to use the hand sanitiser available in the centre on entry and exit * Use of Fire Exit to access the pool for all sessions * Showers not to be used and visits to the toilet kept to a minimum. * Operator guidance on pool hall load to be observed at all times. Up to 18 swimmers in water = 3 per single lane, plus 1 coach and 1 club Covid Liaison officer. No spectators permitted. Swimmers to swim in the same lane with the same people for each session. * Swimmers to arrive “pool ready”, and allocated a space on poolside marked out by a cone. They de-clothe and store bags here. Upon finishing session they re-clothe quickly in their space and then leave via small pool and family changing corridor as agreed with Leisure Centre. Covid Liaison officer to collect cones and submerge them in the pool for 1 minute after use, and sanitise hands afterwards. Use a separate set of cones for the next session. * All athletes, coaches and helpers to sign the club documents showing that they understand and have committed to abiding by the club rules * Athletes and coaches taught to catch coughs and sneezes in tissues when they are on poolside and dispose of the used tissues in the bin and then either wash hands with soap and water or use hand sanitiser. If they can’t use a tissue, then use the inside of their elbow and wash with soap and water or hand sanitiser * All training set by the coaches will in line with Swim England guidance, which minimises risk of transmission | Medium | All |
| Maintaining social distancing requirements within leisure centre car park, reception areas and galleries/viewing areas. | * Athletes * Parents * Guardians * Coaches * Volunteers * Members of the Public | High | * Inform swimming club members, parents and guardians of the need to follow the current Government guidance on social distancing. * Stagger start and finish times of sessions to limit number of members arriving and using leisure centre at any one time. * Determine whether a separate entrance is available for use by swim club members. * Review arrangements with leisure centre to understand measures they have implemented. * Communicate the drop off and collection arrangements and the fact that the spectating area will not be used to all parents / guardians * Ensure an agreed/responsible volunteer is available at the end of each pool session to ensure athletes are collected/not left unattended outside of the leisure centre * Host a meeting (zoom) with all members before attendance at training, detailing procedures and illustrating social distancing protocols | Medium | Committee  Coaches  Pool Operator |
| Maintaining social distancing requirements within leisure centre changing rooms. | * Athletes * Parents * Guardians * Coaches * Volunteers * Members of the Public | High | * Inform swimming club members, parents and guardians of the need to follow the current Government guidance on social distancing. * Stagger start and finish times of sessions to limit number of members arriving and using leisure centre at any one time. Allow 15 mins between sessions so athletes of different groups do not come into contact with each other. * Follow all the Pool Operators requirements on social distancing * Request that athletes shower at home both before and after each session. * Request that athletes arrive wearing swimming costumes underneath clothes. * Advise athletes not to use lockers and minimise the amount of equipment that is brought to the leisure centre. * For all sessions the club will not use the changing rooms but direct swimmers to enter without using the changing rooms, de-clothe on poolside. * At the end of a session we will direct swimmers to walk quickly through family changing corridor after re-clothing on poolside. | Medium | Coaches  Athletes  Parents/Guardians |
| Maintaining social distancing requirements whilst poolside. | * Athletes * Coaches * Volunteers | High | * Stagger start and finish times of sessions to limit number of members arriving and using leisure centre at any one time. Allow 15 mins between sessions so athletes of different groups do not come into contact with each other within/outside of the leisure centre. * Athletes to complete pre-pool and post-pool activities at home. * Provide athletes with guidance on how they can ‘warm down’ and stretch once they have returned home. * Coaches and Covid Liaison officers to enforce 2m social distancing protocols with zero-tolerance policy | Medium | Coaches  Covid Lead |
| Maintaining social distancing requirements whilst in the water. | * Athletes | Medium | * Limit number of athletes present in lanes to 3 swimmers. All swim sessions start and finish at the shallow end * Group athletes of similar ability to limit the potential for overtaking and bunching whilst swimming. * Water polo players to be put into session groups based on their swimming/playing ability. * Communicate the positions where swimmers must stand whilst in the water and receiving instruction or resting between drills. * During extended rests/briefings during swim sessions, swimmers in lanes 2, 4 and 6 will climb out of the pool and rest in an allocated area, set out by cones. This will be 4-5 times per session. Lanes 1,3 and 5 will maintain social distance in the water as directed by lane rope markings. | Medium | Coaches |
| Symptomatic Individuals attending training | * Athletes * Parents * Guardians * Coaches * Volunteers * Members of the Public | High | * The current Government guidance on self-isolation after a positive test, or after being in contact with someone with Covid-19 must be followed at all times * Under no circumstances should anyone attend training if they have Covid-19. All athletes, coaches and volunteers to be made aware that they must not attend training if they suspect they have Covid 19 or have been in contact with anyone with Covid 19 in the last 14 days * Communicate symptoms to parents, guardians, coaches and volunteers. (include in the process what happens if someone is unwell during training) * All athletes, coaches and volunteers must complete the health screening questionnaire prior to an athlete returning to training | Medium | All |
| Providing First Aid | * Athletes * Coaches * Volunteers | Medium | * Casualty should provide treatment if possible. * If not possible, first aiders to follow Leisure Centre infection control procedures and continue to practice good hand washing/sanitising techniques and use PPE provided in first aid kits (gloves, mask and apron). All first aid given should be in line with up to date RLSS Lifeguard training provided by Trafford Leisure. * Casualty and first aid provider to wear face coverings. * Dispose of used PPE with guidance from Leisure Centre staff * Record details of incident in accident book | Low | Lifeguard  Covid Lead |
| Someone becomes unwell during session | * Athletes * Coaches * Volunteers | Low | * Contact parent guardian or next of kin and isolate individual in a safe place away from everyone else * Use Leisure Centre first aid kit, including gloves, mask and apron * Dispose of used PPE with guidance from Leisure Centre staff * Record details of incident in accident book. | Low | Covid Liaison  Coach |
| Contact with Contaminated Surfaces/ Equipment | * Athletes * Coaches * Volunteers | Med | * Athletes required to bring their own labelled equipment to sessions. (Does not apply to communal water polo equipment) * Avoid activities that require the use of hand paddles and snorkels * Athletes must not share drinks bottles snacks, toiletries or towels. * Athletes must not touch any other athlete’s belongings * All club equipment used will be disinfected by submerging in pool water (Pullbuoys etc), or isolated for 1 week before next use (floats for use by youngest groups). To be implemented between each use of equipment by coaches & Covid Liaison officer * Between each session, Coaches/Covid Liaison officer to scoop pool water and wash down used areas of poolside. * Lane ropes/water polo goals to be installed/removed by the same coaches/Covid Liaison officer at the start/end of each session. Hands should be thoroughly sanitised before and after contact. Water polo goals to be disinfected before and after each use by coaches/Covid Liaison officer * Water polo players to be reminded to regularly wash the water polo balls by dunking them under the water, and then also do the same with their hands. * Water polo hats cannot be worn | Medium | Athletes  Coaches |
| Response to a confirmed Case of COVID-19 | * Athletes * Parents * Guardians * Coaches * Volunteers * Members of the Public | Medium | * Maintain a register of anyone attending a training session to help manage track and trace if an infection is reported by someone * Instruct parents, guardians, volunteers to advise the club if any confirmed cases are diagnosed amongst those who have attended training. * For 1 confirmed case, the affected individual and any siblings must isolate for 14 days, but others in the group would continue as normal. For more than 1 confirmed case in a group, this swimming group will pause attendance at training for 14 days. | Medium | Covid Lead |
| Vulnerable and Critical Vulnerable Individuals | * Athletes * Parents * Guardians * Coaches * Volunteers * Members of the Public | Medium | * Any individuals who are particularly vulnerable should follow the current Government advice * Encourage all swimmers to consider that others may have particular reasons for avoiding transmission of COVID-19 | Medium | Athletes |