

COVID19 Risk Assessment – The Fighting Arts Academy

Organisation:

Date of Risk Assessment: 19/07/2021

The Government and Health and Safety Executive (HSE) have released [guidance](#) on how businesses can start to get people back to work, where they cannot work from home. One of the most important steps is to carry out a COVID-19 risk assessment, in consultation with your staff.

You must take reasonable steps to protect your workers and others, such as students and suppliers, from coronavirus, just as you would any other infection.

This means:

- Identifying what activities or situations might cause transmission
- Thinking about who could be at risk
- Deciding the likelihood of someone's exposure
- Acting to remove the activity or situation or, where this isn't possible, control the risk.
- KIDS AND ADULTS CLASSES RESUME

Scope	What are the hazards?	Who might be harmed and how?	What do you need to do to prevent this risk?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Team Awareness / Training	Potential spread of COVID19 – Internal/ HR	Staff	Consult with all members of management team to identify any potential employees who are at higher risk, such as those with pre-existing health conditions, or those who may have a family member who's shielding at home. Consult with all members of management team on how they will be getting to work, and how we can reduce the risk for those who need to travel.	N/A N/A	Owner/ Manager	18/05/2021	18/05/2021
Clientele awareness	Misinterpretation and/or miscommunication re. COVID19 guidelines	Staff, students and visitors/contractors	Display Public Health England (PHE) or equivalent posters informing students and staff of social distancing and cleanliness/hygiene protocols throughout the facility. Communicate with students explaining the nature of re-opening, advising them of the responsibility they have regarding cleaning touch points and provide an opportunity for Q&A's to reassure students and staff.	Email or Whatsapp message current membership list and reception area discussions upon arrival of all clientele. Display appropriate signage. Also reinforce message on social media Update in line with latest guidelines – circulate coaches notes	Owner/ Manager	19/07/2021 And	9/07/2021
Safeguarding	Potential spread of COVID19	Staff, students and visitors/contractors	Everybody will commit to the wellbeing of their staff and students, and if they show/have any signs of COVID-19 (temperature, cough and difficulty breathing), they will be sent home to follow Government regulations. Face masks will not be mandatory for staff, unless their role requires this. Members will be advised to wear masks when arriving at the facilities up until the class commences and thereafter, once the class has finished, to leave the facilities.	All parties to sign Agreement before taking part in the activity. We will consider additional steps for any Students over 70 or those with underlying health conditions.	All staff & students Supervisor to monitor	18/05/2021	done

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Facilities & Training area Safety</p>	<p>Potential spread of COVID19 - Social Distancing</p>	<p>Staff, students and visitors/contractors</p>	<p>Maximum facility capacity is now unrestricted in line with guidelines from 19th July 2021.</p> <p>Precautions will still however be taken as follows:</p> <p>Queue management - 2m spacing markings on the floor and, if necessary, outside the entrance. Single file in and out system.</p> <p>Reception Area: Processes to make sure social distancing remains in place for reception staff/or screens are in place.</p> <p>Changing Rooms/Toilets: Extra care/signposting will be provided to maintain social distancing when in these areas.</p> <p>Use of Changing rooms will be discouraged, all members should arrive in their training attire.</p> <p>The use of toilets will be limited to emergencies only. Disposable antibacterial wipes will be made available for cleaning touch points after use (this will be monitored by a member of staff in the case of a child using the toilet). All members to be advised to go to the toilet before arriving.</p> <p>Training Area: Equipment + mats cleaned / sprayed after each session</p> <p>There will be a minimum of a 10-minute window in between classes, so no 'waiting around' in groups before/after sessions, to allow instructors to sanitize training area before next session.</p>	<p>Recommend social distancing is adhered to on arrival.</p> <p>Temperature checked on entry, hands and equipment sanitised.</p> <p>Spectators discouraged but not disallowed. (parents who hold epi pens for their children required to stay)</p> <p>Class will be dismissed in a staggered format to prevent bubbles interacting.</p> <p>Detol spray on mats immediate after class finishes.</p> <p>For back-to-back classes (with 10min window) – as well as detol spray, we will operate a single flow entry and exit system. Students enter and leave from different exits (so there is not overlap/overcrowding at class changeovers.</p>	<p><i>All staff, supervisor to monitor</i></p>	<p>18/05/2021</p>	<p>ongoing</p>
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Covid-19 Cleaning / Protection	Potential spread of COVID19 – Cleanliness	Staff, students and visitors/contractors	<p>Ensure that cleaning guidelines are adhered to:</p> <p>Wear disposable or washing-up gloves and aprons for cleaning. After use, these should be double bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished.</p> <p>Using a disposable cloth, first clean hard surfaces with warm soapy water. Then disinfect these surfaces with normally used cleaning products. Pay particular attention to frequently touched areas and surfaces, such as bathrooms, grab-rails in corridors and stairwells and door handles.</p> <p>Wash hands regularly with soap and water for 20 seconds.</p> <p>Staff will carry out regular cleaning of high-contact touch points throughout the premises.</p> <p>Touch points of equipment should be cleaned after use. Spray and cloths/ antibacterial wipes will be available for students use.</p> <p>Training Floor area should be cleaned after each class. (disposable anti-bacterial mop system)</p> <p>Reception Area: Hand wipes/sanitisers will be on offer (or people will be directed to where they can clean their hands).</p> <p>Changing Rooms/Showers/Toilets: Spray and cloths and antibacterial wipes will be available for students use for touch points.</p>	<p>Continue rigorous cleaning procedures.</p> <p>Cleanliness will be promoted by the instructor(s) at the beginning and throughout classes.</p> <p>Mats and equipment cleaned after every class.</p> <p>Gloves and shin protectors will no longer be provided by the gym.</p> <p>Use of toilets discouraged</p>	All staff and Students. Supervisor to monitor	01/10/2020	ongoing
Training equipment	Potential spread of COVID19 – Use of Equipment	Staff & students	<p>Pad work: training aids used (punch bags) should be sanitised in between classes.</p> <p>All protective/sparring equipment must be brought in by the member/student. The Club will not provide these to students.</p> <p>All students and staff agree to sanitise all sparring equipment and wash their training clothes after each session.</p> <p>Mats sprayed / cleaned after each session</p>	<p>No shared equipment.</p> <p>Alcohol spray provided matside</p>	All staff and Students. Supervisor to monitor	01/10/2020	ongoing

PPE	Potential spread of COVID19 – First Aid	Staff, students and visitors/contractors	<p>Use the following PPE when needed:</p> <ul style="list-style-type: none"> *Gloves. *Hand sanitiser *Face masks for general first aid. <p>Follow the specific guidance on CPR delivery provided by the Resuscitation Council UK.</p>	<p>Ensure First Aiders are up to date with current guidance and First Aid training.</p> <p>Hand sanitiser and disinfectant sprays provided matside</p>	<p><i>All staff & First Aiders. Supervisor to monitor</i></p>	01/10/2020	ongoing
Additional Measure	Potential spread of COVID19 – Miscellaneous	Staff, students and visitors/contractors	<p>Ventilation: All windows will remain open during sessions with the fan on to allow and improve ventilation (improvement of 2100sqft / min).</p> <p>Towels/‘sweat towels’ will not be taken onto the training area.</p> <p>Nothing will be passed to/from the instructor to the students – including personal items, water bottles, equipment, etc.</p> <p>One to one training sessions can continue as long as social distancing is in place.</p> <p>Card/contactless payment will be promoted.</p> <p>*(If applicable) Vending machines will be cleaned regularly.</p> <p>The use of disinfectant fogging will be used at least monthly but preferably weekly.</p> <p>De-humidifier to be in operation 24/7 to remove sweat and moisture from atmosphere (receptacle will need emptying daily).</p>	<p>*(if applicable) Government Guidance for food businesses on COVID-19 will be followed.</p> <p>*(if applicable) The CIBSE COVID-19 Emerging from Lockdown – safely re-occupying buildings guidance on aerosolization will be followed.</p>	<p>Staff, Manager</p> <p>Staff & students</p> <p>Staff/Manager</p>	01/10/2020	ongoing

COACH COVID NOTES

Jul 19th 21

THE
FIGHTING-ARTS
ACADEMY



Setup

- Coaches check in (temperature check, NHS App, Spray Gloves)
- Door open and ventilation on
- Mats setup and cleaned. Bags sprayed. Hand sanitiser and mops at mat edges,
- Following the relaxation of guidelines - we will now mat out the entire space (rather than use separated squares)
- Signage or markers will still remain
- Signage displayed on desk. Barrier set up.

Queuing for Entry

- Students Queue - Socially distanced outdoors on the steps leading up to the gym. Coaches invite students in one by one to check-in.
- Students should arrive in training attire and have their gloves ready to be sprayed.
- Spectators discouraged (but now not prohibited). Access to changing rooms / toilets discouraged (but not forbidden).
- Students who identify as high risk groups (elderly, underlying respiratory condition) should be turned away.

Student Check-in

- Hand Sanatise
- Check Temperature
- Checkin with NHS App - (optional no longer required)
- attendance register should nbe taken
- Sign covid waiver (adults / kids) and place in envelope - if not already done so
- Spray gloves
- Take payment (contactless via PayPal or Cash in envelope)
- Ensure student has access to our WhatsApp group
- Students invited by coach to go to the mat. Bags to be stored against the wall nearest to their Mat

Class End

- Students asked to thoroughly clean or spray their mats (coaches supervise)
- Dismissed in a staggered way to prevent crowding
- Exit via external stairs (if no class following).
- Last person in line out line should share hand sanitiser

(If another class is coming in:)

- Previous class Students asked to thoroughly clean/spray their mats and spray bags (coaches supervise)
- Mats groups dismissed in a staggered way to prevent crowding - exit via internal stairs (to ensure they do not cross over next class)
- Wait 10 minutes
- New class Students checked in

Darius - 07786 377753

Marco - 07812 396860

Martin (Gym) - 07742288391

Remember:

- **If anyone fails temperature check or feels unwell (cough, fever, loss of taste/smell) on entry**
 - Send them home immediately.
 - Class should continue.
 - The impacted person should get a covid test, inform us of result and isolate if positive. Affected student needs to show negative covid test to restart training.
- **If a positive test is confirmed (PCR as well as lateral flow) within 48 hours of a student being at a class:**
 - Notify all on whatsapp.
 - Space deep cleaned.
 - "Close contacts" should be individually notified and asked to self isolate for 10 days from initial symptom detection. They will not be admitted to class until this time has elapsed and they are symptom free.
 - "Close contact" means:
 - face-to-face contact including being coughed on or having a face-to-face conversation within one metre
 - Been within one metre for one minute or longer without face-to-face contact
 - been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day)
 - So this applies to everyone who drilled/rolled with this person or had an extended conversation with them at the class
 - Share the class register / photo with the effected person and ask them to help identify close contacts
- Access to toilets discouraged. (Student should wear shoes and hand sanitise)
- Max capacity restrictions have now lifted.