Sailing (Covid) Risk Assessments  **To be reviewed after any pertinent changes to government advice.**

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| Activity / location | Risk | Risk of Harm | Likelihood | Action to mitigate |
| Instructors or participants with suspected Covid 19 symptoms:  Fever (37.8C), a new continuous cough or a loss of /change in taste / sense of smell. | Transmission from particles in the air from infected person  Transmission from touching a shared surface after an infected person | H | H | Instructors and participants advised not to come in, to stay home, isolate and follow current NHS and Scottish Government guidance.    Details of [www.nhsinform.scot](http://www.nhsinform.scot) and contact numbers displayed on site  Instructors and participants advised that if they develop symptoms during the day they must immediately isolate themselves and return home without delay. |
| Instructors or participants develop suspected Covid 19 symptoms during or after participating in AST activities | Risk of transmission in days prior to symptoms showing | H | H | Instructors will maintain accurate records of all persons on site during each session.  Isolation of anyone who is developing symptoms should be outside, or if inclement weather, upstairs with windows open.  Instructors or participants advised that they must contact NHS should they develop suspected Covid 19 symptoms.  They should pass Principal's contact details on to the contact tracing team  Instructors to insist everyone always maintains 2m distancing from everyone else (participants, other instructors, members of the public etc.)  Everyone to be encouraged to follow good hand hygiene. Specific actions detailed in our operating procedures.  Cleaning of building & equipment to be increased as specified in our operating procedures. |
| Using the changing rooms & toilets | Transmission from touching shared surfaces in the building, e.g. changing room door handles, toilet door locks, light switches.  Transmission from particles in the air from infected person. | H | M | Signs about handwashing to be up, antibacterial soap to be at every sink.  2m distancing to be maintained.  Maximum number of people in the space to be:  Cleaning the toilets, sinks, surfaces & showers with bleach / disinfectant after every group. |
| Using the shared clubroom downstairs | Transmission from touching shared surfaces in the building, e.g. tables, chairs, kitchen counter, door handles, light switches  Transmission from particles in the air from infected person. | H | M | Strip all the clutter away & remove furniture that is over & above what we will need.  Ask participants to use the hand sanitising station before entering the clubhouse.  Cleaning furniture, surfaces & floor after every group with a bleach / disinfectant solution.  2m distancing to be maintained at all times. Maximum number of people in the space to be 2 in the ladies, 4 in the mens, 1 or 1 family in the disabled:  Where possible, open the double doors to make the space more ventilated. |
| Using the shared kitchen | Transmission from touching shared surfaces in the building, e.g taps, kettle, fridge door.  Transmission from particles in the air from infected person. | H | M | Cleaning furniture, surfaces, handles, sink & floor after every group with a bleach / disinfectant solution.  Only 1 person to be in the kitchen area ever at a time. |
| Using the shared upstairs clubroom | Transmission from touching shared surfaces in the building, e.g. window door handles, door handles, tables, chairs, sofas, light switches  Transmission from particles in the air from infected person. | H | H | This room not to be used currently as cleaning is not as easy with soft furnishings. If needed to isolate someone, the room must be quarantined for 72 hours. |
| Transmission from use of shared wetsuits, helmets, buoyancy aids and spray tops | Transmission from touching equipment. | H | M | Instructors & participants to use hand gel outside the shed before getting their kit.  Participants to be allocated wetsuits outside the shed. Instructors to take out a range of kit that might be needed, e.g a range of spray tops / helmets etc outside, so it can all be allocated without going into the shed.  At the end of the session, the students to bring all their kit back and put it in Milton for disinfection.  All wetsuits, buoyancy aids, & spray tops must be soaked in Milton for 15 minutes. 1 tablet to every 5 litres of water. The big tubs are 40litre tubs so you will need 6 tablets when you fill 2/3rds full, with some space still for wetsuits.  The solution needs renewed every 24 hours.  Kit then needs hung up to dry, and instructors must use hand gel before putting it back in the shed. |
| Transmission from use of shared equipment (boats, paddles, trolleys) | Transmission from touching equipment  Transmission from other beach users touching equipment | H  H | M  L | Instructors & participants to use hand gel outside the shed before and after getting any boats ready.  The less people touching the kit the better, so if students are capable of getting all their kit and getting their boat ready themselves that is better.  If help is needed, it is essential that 2m distancing is maintained. Spoken help should be tried first. If physical help is needed, ensure you hand gel your hands first, and again afterwards.  Do not leave trolleys on the beach in good weather. Likewise for any other bits of kit such as paddles. Assume all such kit is contaminated and use hand gel after touching.  All boats, kit and trolley handles to be rinsed with a mild bleach solution after use. (we would need to specify what this is)  Do not leave boats on the beach or anchored near the beach at lunchtime or for breaks. They must be anchored in deep water or pulled back up to the compound. |
| Transmission via food / drink | Transmission from shared surfaces | H | H | No access to the building in phase 2.  Everyone to be asked to bring their own food & drink in phase 3.  Holiday projects in phase 3- Food to be picked up all sealed and given out by an instructor who has thoroughly washed their hands first. |
| Transmission via shared other equipment. Eg. Beach toys, teaching aids | Transmission from touching equipment | H | M | Participants to keep the same equipment for the whole time they are with us.  After finishing with any equipment it must all be soaked in milton for 15 minutes. |
| Sailing sessions | Transmission from other participants or instructors | H | M | Sessions need to be planned very conservatively so that it is possible to always maintain the 2m distancing.  People from different families can no longer share a boat, so no two up in toppers or oppies unless they are siblings or parent / child. Similar for wayfarers.  Sessions need to be conservative in regards to task, reefing, sailing area so that participants are not stretched. We need to avoid participants feeling out of control and end up close to another participant, and also participants needing rescued as far as possible.  If participants need rescuing, try lifting the mast (won’t work in strong winds), or asking the participant to be scooped in while you right the boat.  If towing, ensure the sailor is at least 2m from you, preferably astern. |
| Shorebased teaching | Transmission from other participants or instructors | H | M | Do this outside, maintaining 2m distancing. You can teach on the beach, or in the compound, but remember to maintain the distancing. Do not pass any visual aids around.  For ropework, students need to each have their own rope, and the ropes need to soak in Milton for 15 minutes afterwards as with the wetsuits.  If students need things such as tide tables, give them laminated ones, ask them to hand gel afterwards, and clean them all with a bleach solution afterwards. |
| Risks from members of the public entering & not being aware of / following our safety protocols | Transmission from members of the public | H | H | Keep the roadside door locked all the time. If members of the public want to speak to us we can speak via the fence in the compound. |
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