| Risk Assessment Information | | Assessment Undertaken By | | |
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| **Reference Number:** | **RA05** | **Name:** | Nigel Wooltorton | **Date: 21/05/2021** |
| **Location:** | Canal basin, Coventry Canal | **Position:** | Chairman, Mercia Canoe Club | |
| | | | Unit 1, Leicester Row, Coventry, CV1 4LH | |
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| **Area / Activity Assessed:** | **Covid Assessment** | **Signature:** | nwooltorton | |
| **Review Date** | **21/05/2022** | | **Chairman** | |

| HAZARD (What are the Hazards) | WHO WILL BE AFFECTED? | RISK (Possible harm) | RISK RATING | | | | CONTROL MEASURES | | WHO BY? WHEN? | | ACHIEVED? |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | L | S | | RL | IN PLACE | | NAME | DATE | |
| Transmission of coronovirus infection from hard surfaces; door handles, locks, handrails, commonly used equipment. | Paddlers and any others using Warehouse | Covid Infection | | | | High | Limit number of people accessing club by restricting to members only.<br>Members sent list of Control measures (our Action Plan) and display at entrance.<br>Stay away if you have any symptoms or must isolate.<br>Use end quayside door to access where possible.<br>Hand gel at the entrances to warehouse.<br>Hand Gel at Signing in chair.<br>Use surface cleaning spray and roll to wipe down any equipment in common use. Use alternative equipment if gear has already been used that day.<br>Toilet and handbasin open with handwash facilities, cleaning sprays for surfaces touched and disposable roll. Notice Displayed.<br>No visitor sessions to run so no handling of money.<br>Wear a face mask when in the warehouse. | | | | |
| Transmission of Covid infection by “aerosol” on stairs and quayside | Paddlers and others using Warehouse | Covid Infection | | | | High | Limit number of people accessing club by only opening for club members. Spread out sessions on Saturday and control numbers attending.<br>Stay away if you have any symptoms or must isolate.<br>No visitor sessions.<br>Advise to wear masks but keep 2m away from others or 1m plus face masks.<br>Use end quayside door where possible. | | | | |

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| Transmission of Covid infection in club indoor areas | Paddlers | Covid Infection | | | | High | Limit number of people accessing club by only opening for club members, limiting groups and spread-out sessions on Saturday. Paddlers will need to wait outside when others are in the club.<br>Register kept of all paddlers at club with time in and out. QR code also displayed.<br>Wait for others to finish when around the club double doors.<br>Leave doors open to increase ventilation, when in the club.<br>Club room facilities can be used with stable door open, numbers limited and surfaces wiped down.<br>Advised to wear a face mask inside the club.<br>Changing rooms can be used singly. Aim to arrive ready changed to paddle if possible.<br>Clean toilet area and empty bin weekly.<br>Gym equipment permitted to be used by one person, with stable doors open and surfaces to be wiped down after use. | | | | |
| Transmission of Covid infection between paddlers on the water | Paddlers | Covid Infection | | | | High | Keep 2m away from other paddlers.<br>Keep group size to around 6 although up to 30 is permitted.<br>Stay within limits of paddling ability.<br>Use own equipment when possible.<br>Limit the use of crew boats. Don't turn to face crew members. | | | | |

L = Likelihood of Harm, S = Severity of Harm, , RL = Risk Level

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| Transmission of Covid infection between paddlers performing rescues<br><br>First Aid | Paddlers | Covid Infection | | | | High | Reduce the likelihood of capsize/rescue by considering the type of activities and staying within the limits of paddling ability. Encourage self-rescue if needed. The canal is Approx.. 1.2m or less deep past bridge 1. Follow the principle of Shout – Reach- Throw <u>before</u> Go.<br><br>Talk the casualty through how to administer basic first aid where possible. | | | | |

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| Transmission of Covid infection inside vehicles | Paddlers and supporters | Covid Infection | | | | High | Try to avoid or limit the duration of any car sharing on trips. Keep ventilation, wear a mask, clean hands and surfaces contacted. | | | | |

**Mercia – Covid operating procedures (Action Plan) – 21 May 2021**

1. Members only to use the club.
2. Before attending all must consider if they or someone they have been near, to has Covid-19 symptoms.
3. If you paddle on your own, then ensure that you are competent and prepared for the conditions.
4. Minimise travel.
5. Social distancing must be maintained.
6. To get equipment in and out of the club in a "covid secure manner" we will need to limit numbers at this point. Wait outside if others are accessing equipment in the club.
7. Limit spectators from the club quayside.
8. Arrive ready to paddle when possible. The changing rooms can be used singly.
9. Use hand gel on entry and exit from warehouse building.
10. Advised to wear a mask inside the warehouse building and the club unless getting on/off the water.
11. Sign in and out of the club.
12. QR code is displayed on the club doors to use also.
13. Toilet and wash basin can be used.
14. Opening the toilet window and the club room stable doors will allow air to flow. Make sure you close these securely when finished at the club.
15. Use your own equipment where possible.
16. If you use club equipment, then wipe it down after use.

Additional Points;

1. The club room can now be used if the stable door is open, numbers limited and surfaces wiped down.
2. The club will be cleaned in all common use areas and the bin emptied weekly.
3. If First Aid is needed talk the casualty through how to self-administer for minor injuries, where possible.
4. If there is a capsize, encourage a self-rescue where possible.
5. Limit car sharing for trips by avoiding if possible, keeping ventilation and wearing masks.
6. Limit the use of crew boats. Maintain social distancing when setting up. On the water do not turn to face crew members.