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**Covid-19 ‘Return to Training’ Risk Assessment Document for *(insert Club)***

***The dark Green section of this Risk Assessment is to be completed by the clubs committee. The club should assign responsibility to an officer/s within their club, outline what actions are being taken by the club to mitigate risk and then outline what current level of risk is (L-Low, M-Medium or H-High) based off the actions they have taken.***

***Please Note: This document is a template and not exhaustive. It can be adjusted to add specific items that have not been covered.***

| **Hazard** | **Likelihood of Risk happening L-M-H** | | **Risk** | **Responsibility** | **Possible Actions taken by the club to mitigate the risk** | **Action taken by Club to mitigate risk** | **Likelihood of Risk**  **After Action**  **L-M-H** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Club Committee** | | | | | |  |  |
| **No Person/s identified who is to be the main contact for the club** | **High** | | * No knowledge of who to contact if there is an issue within the club * A potential case of Covid-19 could be spread within an environment without knowledge of the club |  | *-Communicated to all club members a designated person/s for the club who is to act as the point of contact in the case of an illness e.g. Chairperson*  *-Appoint a Covid-19 Officer/s*  ***(IMPORTANT: Confidentiality relating to an individual’s health is dealt with explicitly)*** |  |  |
| **Lack of Information given to Members** | **High** | | * Increased risk of a lack of compliance with public health guidelines * Increased risk of transmission due to non-compliance |  | *-Ensuring members are communicated with on guidelines.*  *-Ensuring public health guidelines are actively promoted in the club* |  |  |
| **No Mechanism for staggered training times** | **High** | | * Increased risk of face-to-face contact with members leading to risk of transmission of the virus |  | *-Training sessions to be divided into different age groups. Persons under the age of 18 should only train with other athletes under the age of 18.*  *-Time gap of 30 minutes between sessions starting/ending* |  |  |
| **No Record Keeping maintained of attendance** | **High** | | * Lack of tracing ability if no records are kept * Possibility of ‘Cluster’ and no knowledge of participants |  | *-A digital log MUST be kept in the club to trace who is present in the club on a given night containing Name and Mobile Number* |  |  |
| **Incorrect contact information for members** | **High** | | * Communication on how public health guidelines are implemented might not be given to members |  | *-Review contact details for members*  *-Ensure all members are communicated with on the guidelines and protocols* |  |  |
| **Lack of Feedback taken from Boxers/Members** | **High** | | * No feedback on any potential issues around the implementation of the guidelines |  | *-Print off name and contact details of the Covid-19 officer/s and displayed in boxing club* |  |  |
| **Club Access** | | | | | |  |  |
| **Access to the Boxing club not being managed** | **High** | | * Unknown persons having access to the Boxing club |  | *-Only members who medically well and who have read and signed the IABA declaration form and questionnaire are permitted to attend training session. Under 18 forms MUST be signed by a parent/guardian*  *-Times of training sessions MUST be managed with clear start and finish times communicated to all members and parents.* |  |  |
| **Lack of awareness around return to training/play protocols** | **High** | | * Members who are displaying symptoms of Covid-19, or who have been in the presence of other persons with symptoms in the past 14 days * Members who have been out of the country in the past 14 days * Members travelling outside of restricted travel area in line with Public Health Advice |  | *-* Members *are informed in club communications that if they have symptoms, have been in the presence of someone who had symptoms, or who have been out of the country in the past 14 days should refrain from playing in the club*  *- Memb*ers *are informed not to travel outside of the restricted travel guidelines* |  |  |
| **Arrival Procedure** | | | | | |  |  |
| **Boxers showing up to train without previously contacting the club** | **High** | | * Boxers showing up at the club unnecessarily * Increased volume of people present making physical-distancing difficult |  | *-Ensuring all members contact details are correct*  *-It must be made clear what the ‘arrival to training’ procedure is*  *-Communicate clear training times set for sessions divided into appropriate age groups with adequate time allocated for groups leaving/arriving* |  |  |
| **Boxers travelling in groups to the Boxing club** | **High** | | * Unable to maintain physical distancing * Increased risk of transmission of Covid-19 * Possible difficulty in tracing any additional persons |  | *-Boxers from different households must not travel together*  *-Boxers should adhere to Public Health Travel restrictions*  *-Car Parking should be kept to a space apart where possible*  *-If not possible, boxers should remain in the car until people in the car beside them have exited safely and maintain physical distancing* |  |  |
| **Boxers arriving at the hall in groups** | **High** | | * Unable to maintain physical distancing * Increased risk of transmission of Covid-19 |  | *-Club has a process whereby there is a time gap between safe entry and exit of the Boxing club*  *-Communication with all members on the protocols for safe-entry and exit from the club*  *-Poster/signs in the club to promote these protocols* |  |  |
| **Members unsure on entry/exit process to/from a Boxing club** | **High** | | * Risk of acting outside of Public Health Guidelines * Increased risk of transmission of Covid-19 |  | *-2 Metre Markers should be in place in the facility*  *-Payment of subs/membership/any other applicable fees should be contactless where possible or where cash is exchanged, it should be conducted in a fashion where social distancing guidelines are adhered to at all times* |  |  |
| **Club Facilities** | | | | | |  |  |
| **Members coming to the Boxing club not ready to play** | **High** | | * Increased risk of transmission of Covid-19 * Hygiene and Physical Distancing Protocols difficult to maintain |  | *-No dressing rooms to be accessed at the club*  *-Boxers communicated with about to arriving at training ready to play*  *-No spectators will be allowed in club* |  |  |
| **Members looking to purchase food/beverages from vending machines** | **Low** | | * Increased risk of transmission of Covid-19 * Hygiene and Physical Distancing Protocols difficult to maintain |  | *-Vending Machines to be put out of commission during restrictions*  *-No sales of food/beverages should be processed*  *-Boxers should be encouraged not to eat during training or to bring their own food/beverages if totally necessary* |  |  |
| **Members looking to use toilet facilities/showers** | **High** | | * Hygiene and Physical Distancing Protocols difficult to maintain |  | *-Members to be advised that showers will not be available. Toilets to have restricted access (for more information please see the additional guidance for clubs document)*  *-Communication with members that this measure is in place*  *-Information also place in club to communication to members that these measures are in place* |  |  |
| **Facility not being cleaned and maintained** | **High** | | * Increased risk of transmission of Covid-19 |  | *-Cleaning Procedures need to be established and implemented before and after each session*  *-Person/s assigned to manage this process and implement*  *-Appropriate PPE such as disposable gloves and disinfectant products should be available to volunteers – Face Masks should be used where physical distancing is unavoidable in the cleaning process.* |  |  |
| **Members touching equipment/props unintentionally** | **High** | | * Increased risk of transmission of Covid-19 * Hygiene standards difficult to maintain |  | *-All non-essential furniture should be removed*  *-Doors should be tied open to prevent boxers/members having to touch them to open*  *-Rubbish Bins should be removed – members should be advised to bring all items home with them that they brought with them* |  |  |
| During Training | | | | | |  |  |
| **Members getting in close contact unnecessarily** | | **High** | * Increased risk of transmission of Covid-19 * Difficulty in maintaining physical distance |  | *-Boxers will refrain from handshakes and high fives*  *-Boxers will be advised to use their own water bottle and refrain from sharing towels/clothing*  *-Boxers maintain physical distance when taking a break* |  |  |
| **Members using equipment inappropriately** | | **High** | * Increased risk of transmission of Covid-19 |  | *-Boxers should not share gloves, hand-wraps, skipping ropes, water bottles or towels/clothing (for more information on equipment please see the additional guidance for clubs document)*  *-Members are recommended to bring their own hand sanitiser* |  |  |
| **Coaching Sessions** | | **High** | * Increased risk of transmission of Covid-19 due to physical distancing guidelines not being adhered to |  | *-Boxer and coaches to abide by physical distancing guidelines as per the applicable government medical advice*  *-Coaching sessions should be logged by the club*  *-Coaches should limit equipment being used*  *-Any coaching equipment used should only be touched by the coach*  *-Coaching sessions should only be conducted with affiliated IABA Members* |  |  |
| **Hygiene/Sanitation Issues** | | **High** | * Increased risk of transmission of Covid-19 |  | *-Clubs should have hand sanitiser available in club*  *-Anti-bacterial spray and disinfectant should be available for cleaning at the end of training* |  |  |
| End of Training | | | | | |  |  |
| **End of training session** | | **High** | * Increased risk of transmission of Covid-19 due to meeting other individuals |  | *-Boxers to leave club promptly*  *-Members must ensure they take all their belongings*  *-Members must also sanitise their hands prior to leaving the club*  *-Members must adhere to safe exit procedures implemented by the club* |  |  |
| **End of training session** | | **High** | * Areas that have been in high use may have not been sufficiently cleaned during the session * Members may have left belongings behind them |  | *-Provisions to be made by club to ensure all ‘touch areas’ are cleaned thoroughly daily*  *-Members to be advised if feeling unwell after playing in the hall to notify appointed person* |  |  |

This Risk Assessment document has been discussed and completed by *(insert Club)* on *\_\_ /\_\_ /2020*

Signed:

Name:

Role: *(Appointed Covid-19 Contact/Committee Member)*

Date: