

# OBA RISK ASSESSMENT – OIC Facilities – *updated 12.1.21*



## Introduction

The current COVID-19 'coronavirus' outbreak poses a serious risk to individuals. This guidance assists in identifying the control measures to assist in reducing the risk of infection. It forms part of a proactive monitoring process and checking that preventative and protective control measures are implemented in line with current health and safety guidelines.

This document provides practical guidelines for KGS Sports Centre. The aim is to provide as much information as possible and to support you as best we can to make your return to play safe and as easy as possible. To do this we are detailing all the control measures required from players, coaches and parents within the document. As the guidance on COVID-19 changes frequently the COVID-19 Officer will keep the risk assessment up to date.

**Any updates will be communicated via the OBA website and social media.**

This document has been developed in line with Scottish Government, Sport Scotland, Badminton Scotland and KGS Sports Centre guidance. You will be aware of how quickly the situation can change. Should any of the restrictions change we will communicate the changes and issue updated guidance as soon as we are able to.

## Risk Assessment Form

<b>Session:</b>	Tier 3 Sessions – OBA, OJBC & St Magnus	<b>Date Completed:</b>	12.1.21
<b>Venue:</b>	KGS Sports Centre	<b>Completed by:</b>	PS, EB, KK, RR
<b>COVID-19 Officer:</b>	Paul Scott		

What is the Hazard?	Who might be harmed	Action Taken	Risk rating after controls (Low, Medium, High)	Actioned by
Social Distancing and spread of COVID-19	Players, coaches, volunteers, parents & facility staff	<ul style="list-style-type: none"> <li>• Booking/Notification system in place to manage session numbers and gather player information for Track &amp; Trace</li> <li>• Session numbers in line with Badminton Scotland guidance (currently max 30)</li> <li>• Register of all participants (including coaches &amp; parents) who attend the duration of the session.</li> <li>• Return to Sport coordinator's to ensure players adhere to current social distancing guidelines at all times</li> <li>• All coaches &amp; session leaders to follow current social distancing guidelines at all times</li> <li>• When arriving and leaving the session all participants should follow the facilities guidelines on face coverings</li> <li>• 15 minute changeover between sessions</li> <li>• Players should not attend back to back sessions</li> <li>• No contact, i.e. handshakes and high fives</li> <li>• Participants should arrive at allocated time and no gatherings within the venue before or after the session.</li> <li>• Players advised to only attend if they do not have any <a href="#">symptoms of COVID-19</a>.</li> </ul>	Medium	<ul style="list-style-type: none"> <li>• Covid Officer</li> <li>• Return to Sport Co-ordinator</li> <li>• All participants</li> </ul>

<b>Use of equipment during session</b>	Players and coaches	<ul style="list-style-type: none"> <li>• Covid Officer to communicate before session on what equipment players should bring.</li> <li>• All players and coaches must bring their own equipment that they need for the session.</li> <li>• OBA &amp; OJBC nets will be used</li> <li>• Players cannot share equipment</li> <li>• Players must only use their own racket(s).</li> <li>• If any rackets are borrowed by players (OJBC Feeder squad and St Magnus beginners only) they will be signed out in advance and named for that player's sole use</li> <li>• Rackets will be left for 1 week between use or sanitised</li> <li>• Shuttles can be shared but limit the number and don't share between courts</li> <li>• Shuttles should be passed using rackets</li> <li>• Players asked to bring clearly marked drinks bottle which they do not share.</li> <li>• Equipment bags to be stored behind players allocated court and at least 2 metres from the back of the court and any other players</li> <li>• Participants to take all their belongings with them at the end of the session</li> <li>• Return to sport co-ordinator to inform players not to use/touch equipment such as nets, posts or floor mops. If they do, hand sanitiser must be used</li> </ul>	<b>Medium</b>	<ul style="list-style-type: none"> <li>• Covid Officer</li> <li>• Return to Sport Co-ordinator</li> <li>• All participants</li> </ul>
<b>Participation &amp; Coaching</b>	Players, coaches, volunteers, parents	<ul style="list-style-type: none"> <li>• All coaches or session leaders must have completed Sport Scotland's Covid e-learning module.</li> <li>• Return to Sport co-ordinator checks session plan can be delivered in line with completed Risk Assessment.</li> <li>• Session leader to communicate playing groups (max 6 per court as per current guidance) before session.</li> <li>• Coaches and other session leaders should attempt to maintain physical distancing where possible. All should wear face coverings</li> </ul>	<b>Medium</b>	<ul style="list-style-type: none"> <li>• Return to Sport Co-ordinators</li> <li>• All participants</li> </ul>

		<p>unless directly taking part in activity</p> <ul style="list-style-type: none"> <li>• If players have to leave their designated court they will wear a face covering</li> <li>• <b>Under tier 3 guidance:</b> <ul style="list-style-type: none"> <li>○ no indoor organised senior sessions will take place</li> <li>○ U18's may play singles and doubles</li> <li>○ Only play 1 set of doubles before rotating partners</li> </ul> </li> <li>• If required, participants to move between the gym and games hall via the interior storage cupboard doors</li> <li>• Any junior players will be supervised when moving through the storage cupboard</li> <li>• Direct participants to stay home if they are sick, and if they are displaying symptoms of COVID-19. <ul style="list-style-type: none"> <li>○ This also applies if someone in <a href="#">a participants household</a> is either sick or displaying symptoms.</li> </ul> </li> <li>• Instruct participants to tell coach/session leader if they are displaying symptoms of COVID-19 during a session. <ul style="list-style-type: none"> <li>○ Participant will be advised to go home immediately, isolate and book a test in line with <a href="#">Scottish Government Guidance</a>.</li> <li>○ Anyone in close contact with symptomatic person may be advised to do likewise by the Return to Sport Co-ordinator/COVID Officer. Close contact is defined as being within 2m for a period of 15 minutes or longer.</li> </ul> </li> <li>• Only one parent/carer to drop their child/children off at the session while following social distancing guidelines.</li> <li>• Stagger start and finish times to reduce numbers of participants during sessions.</li> <li>• Session leader to complete a session reflection form</li> </ul>		
<p><b>Increased risk to participants with underlying</b></p>	<p>Those with underlying health conditions</p>	<ul style="list-style-type: none"> <li>• Players advised to contact Covid Officer to discuss any concerns/queries before attending ie if they are <a href="#">clinically at risk</a></li> <li>• Covid officer to share Risk Assessment information and other</li> </ul>	<p><b>Medium</b></p>	<ul style="list-style-type: none"> <li>• Covid Officer</li> <li>• Those with underlying health</li> </ul>

medical conditions.		related documentation before sessions start, allowing these participants to make an informed choice about attending the session.		conditions
Travel and possible site requirements	Players, coaches, volunteers and parents.	<ul style="list-style-type: none"> <li>Any car sharing arrangements are in line with <a href="#">Scottish Government Guidance</a>.</li> <li>If using public transport, participants must adhere to face covering guidance</li> <li>Covid Officer to inform participants of the status of changing facilities and toilet facilities</li> <li>Players to arrive changed and ready to play. Do not use the venue's changing areas</li> </ul>	Low	<ul style="list-style-type: none"> <li>Covid Officer</li> <li>All participants</li> </ul>
Entry and exit to building	Players, coaches, volunteers, parents & facility staff	<ul style="list-style-type: none"> <li>Entry and exit will be via a designated entrance communicated in advance</li> <li>Participants must arrive at the venue for the allotted start time of the session</li> <li>Participants must, on entry and exit from the facility, use hand sanitizer gel to clean their hands</li> <li>Physical distancing restrictions should be maintained before and after the activity and face masks should be worn on entering and exiting the venue</li> </ul>	Low	<ul style="list-style-type: none"> <li>All participants</li> </ul>
Cross infection through poor hygiene	Players, coaches, volunteers, parents & facility staff	<ul style="list-style-type: none"> <li>Supply hand sanitiser beside courts – all participants use hand gel before, after and regularly during the activity</li> <li>Session leaders to have a COVID pack</li> <li>Facility to provide First Aid assistance in line with their procedures</li> <li>If any club member has to provide first aid they should be appropriately trained.</li> <li>Strict hygiene protocols should be in place to be adhered to in order to reduce transmission.</li> <li>Suitable PPE provided to first aiders and injured people so they can protect themselves if administering first aid.</li> <li>Disinfect equipment and after any first aid incident</li> </ul>	Medium	<ul style="list-style-type: none"> <li>Covid Officer</li> <li>Return to Sport Co-ordinator</li> <li>First Aiders</li> <li>All participants</li> </ul>

		<ul style="list-style-type: none"><li>• Presence of one parent/guardian being required at the activity when children/vulnerable adults present</li></ul>		
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