



Guidance for completing a risk assessment

Before opening any aspect of the club facility or training area, clubs must undertake a risk assessment to help mitigate the risks of spreading the Covid-19 virus. The Return to Rugby risk assessment process will also help ensure the safe opening of facilities in line with Scottish Government and Scottish Rugby guidelines.

It is the responsibility of the Covid-19 Safety Coordinator to ensure the Return to Rugby Risk Assessment is undertaken by the club. This should be signed off by a committee member and the Covid-19 Safety Coordinator before any activity takes place. Scottish Rugby has provided a template risk assessment available on our website for reference. Please note that this is only to be used as a guide and clubs should complete their own risk assessment pertaining to the individual club environment and requirements.

What are the hazards?

The identification of hazards/potential risks should be identified on a visual inspection of the premises. This should list all potential risks that individuals could encounter as part of the activity described in the top box under 'Description of work task/equipment being used' including but not limited to:

- Transmission of Covid-19 via touch points (i.e. doors, payment methods, light switches)
- Transmission of Covid-19 in areas where physical distancing proves difficult
- Lack of handwashing/sanitising leading to transmission of Covid-19

Who may be harmed and how?

List all groups of people who may be at risk of harm as a result of the risk mentioned. This may vary depending on who will have access to the areas where there are perceived hazards.

What controls are already in place?

List the controls that are in place as a result of normal practice before the outbreak of Covid-19 which limit the hazards/risks.

What additional controls are required?

The identification of hazards/potential risks should be done on a visual inspection of the premises. This should list all potential risks that individuals could encounter as part of the



activity described in the top box under 'Description of work task/equipment being used' including but not limited to:

- Increased levels/frequency of cleaning
- Cordoning off areas of the club to restrict individuals from accessing
- Reducing the number of individuals allowed in one area in line with government guidelines
- Appropriate signage visible

Actioned by who?

State who will be responsible for carrying out the additional controls.

Actioned by when?

Specify a date and amend immediately should this change.

Date of completion

Specify the date when it was completed.

Clubs should also consider any impact the Covid-19 virus has had on First Aid practices and include this in the risk assessment.

Please see updated guidance on CPR in the following link: <https://www.resus.org.uk/covid-19-resources/covid-19-resources-general-public/resuscitation-council-uk-statement-covid-19>

The risk assessment **MUST** be signed off by the club committee and the Covid-19 Safety Coordinator before it is considered complete. All club staff and volunteers should have read and understood each risk assessment and sign to say they have done so. The risk assessment should be reviewed on a regular basis and any amendments made as necessary.