**Fife Athletic Club Risk Assessment: Athletics Group**

| **Date:** | **Assessed by:** | **Location :** | **Review :** |
| --- | --- | --- | --- |
| / /20 | <Insert Name> | <Insert location> | < Review Date> |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **What has the potential to cause harm (hazards)?** | **Who might be harmed and how?** | **What are you already doing to minimise the risk?** | **Risk Rating** | **What else can you do to control this risk?** | **Resultant Risk Rating** | **Action by whom** | **Target date** | **Complete** |
| ***Ensuring all***  ***training groups***  ***meet the***  ***guidelines for***  ***group sizes and***  ***social distancing***  ***measures*** | ***Personnel coming into***  ***contact with others in***  ***excess of guidelines*** | Athletes, Coaches | *Ensure a list of all proposed training groups is compiled and checked prior to recommencing training.* | M | * Ensure this list is kept ‘live’ any   movement of athletes in groups is  recorded and updated.   * Use an online attendance record to ensure guidelines are met. | L | Lead Coach |  |  |
| ***Preparation of traffic at the facility*** | ***Personnel coming into***  ***contact with other***  ***facility users not in***  ***their training bubble*** | *Athletes, coaches, parents* | * *Prepare guidelines, diagrams and*   *timetables if applicable for users arriving, meeting.*   * *Distribute to all coaches, athletes, and parents prior to training recommencing.* | *M* |  | *L* | *Lead Coach* |  |  |
| ***Preperation of all***  ***equipment*** | ***Equipment has not***  ***been used for some***  ***time*** | Athletes/coaches | Check all equipment is in good use. | L | Ensure any faulty equipment is  Removed. | L | Coaches | Every Session |  |
| ***Using all***  ***equipment*** | ***Cross contamination*** | Athletes/coaches | * After use, the equipment will be cleaned with anti- bacterial spray or anti- bacterial wipes | L | Where possible, athletes will use their own equipment  Athletes will use hand-sanitiser  after handling equipment | L | Coaches  /  Athletes | Every Session |  |
| ***Ensure all attendance is recorded for Track & Trace purposes*** | ***Spread of Covid-19*** | Athletes/coaches/vo lunteer/parents | * After each session and attendance record is submitted provided the following information: * Date and time of session – Location, Name of coach, Names of athletes | L | This is required for all sessions. | L | Lead Coach | After every session |  |