Edge Hill University

Risk Assessment Template

Task To Be Assessed:	*Fitness suite*		
Assessor Name:	*Sam Smith*		
Reference Number:	*n/a*		
Number Of People Exposed:	*Up to 100*	Assessment Date:26/07/2021	
People Exposed (Staff / Student / Visitor):	*Staff – Edge Hill Sport Staff, University Academic and Support Staff* *Students – During academic study and when engaging in recreational activities* *Community – Edge Hill Sport Members, and attendees at hirer bookings*		
Department:	*FM – Edge Hill Sport*	Location Of Activity:	*Fitness suite*
Activity Description: (Please give a description of the activity you are risk-assessing, including times, number of people, and current controls where applicable)	*This assessment considers the risks of re-opening the Fitness Suite following the closure during the Covid-19 pandemic. It considers the additional hazards created by carrying out the closure, and the potential exposure to coronavirus during the centres ongoing operation. It should be implemented in addition to the current Fitness Suite Risk Assessment.* *This assessment is written in line with guidance from the World Health Organisation (WHO), CC Leisure Solutions, UK Government, and UK Active. The hazards related to coronavirus are considered by the spread of the virus by inhaling infected particles, and coming into contact with surfaces on which there are infected particles.*		

Hazard Checklist – use this to identify the hazards to be considered:

Situational	**Tick**	**Physical / Chemical**	**Tick**	**Environmental**	**Tick**
Slip, trip, fall		Harmful substances	✓	Temperature	
Fall from height		Electrical (shock, burns, fire, arcing, explosion etc)		Weather	
Lone Working		Biological agents	✓	Extreme locations (mountains, mud flats etc)	
Manual Handling		Fire			
		Machinery (entanglement, incorrect setup etc)		Vehicle movements	
		Use of sharps			

N.B. The above list is not exhaustive and additional options can be found in the Risk Assessment Guidance for Biology (Appendix A) and Media (Appendix B)

HAZARD	PERSONS AT RISK	HOW IS PERSON AT RISK	CONTROL MEASURES	RESIDUAL RISK FACTOR* L	C	R	Action / by whom?	Action / by when
Spread of the virus by breathing in infected droplets	Fitness Instructors	Spaces in the centre/fitness suite where Instructors come into proximity with each other and colleagues	Protective screens in place to act as a protective barrier from customers.	2	2	4	One person at a time in the kitchen area. No entry/congregating in the office unless essential work related and at a safe distance of 2m from any colleague can be observed Protective visors or masks to be provided for fitness staff.	Fitness Instructors

Risk Factor / Residual Risk Factor (R) = Likelihood (L) x Consequence (C). Refer to Risk Matrix on final page.

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Spread of the virus by breathing in infected droplets	Fitness Instructors	Interaction with customers at the desk area and within the fitness suite	Spacing marked out on the floor to reduce social gathering around the fitness desk area.	1	2	2	Perspex shields installed around the desk to allow a closer safe proximity Protective visors or masks to be provided for fitness staff.	
Spread of the virus by breathing in infected droplets	Fitness Instructors	Interaction with customers on the shop floor e.g. personal training, spotting, or coaching technique	Staff encouraged to work with customers from safe distance or use correct control measures through sanitation,	2	2	4	Protective visors/masks optional when working on the shop floor. Cleaning of hands to be done on a regular basis between working with members. Various sanitising stations to be available Gym staff to “police” customers to aid in adherence of signage and one-way system.	

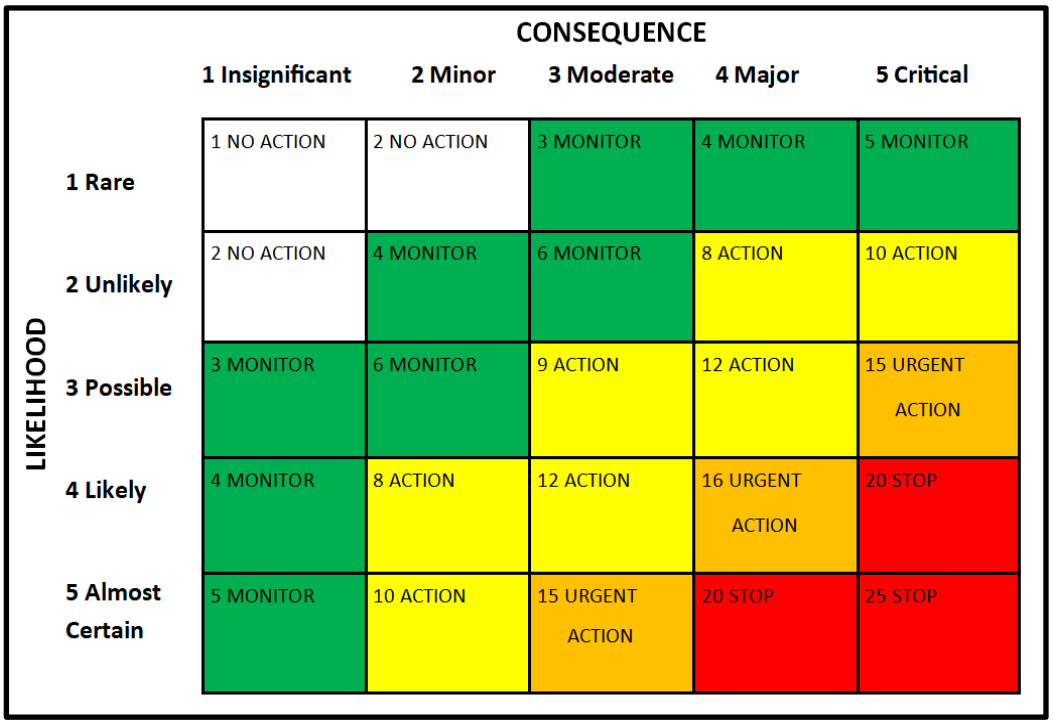
Spread of the virus by breathing in infected droplets	Fitness Instructors	Coming into close proximity with customers as they move around the fitness area carrying out duties	Entrance/exit areas to be marked out. Posters and instructions to be clearly placed.	2	2	4	Information posters advising customers to maintain 2m distance One way system marked out on the floor to prevent customers coming into close proximity.	

Spread of the virus by infected droplets	Customers	Customers interacting with each other.	Posters in place advising of social distancing. Fitness instructors on shop floor to manage and gently remind members to observe distancing at all times	2	3	6	Social distancing no longer enforced due to government lifting of restrictions	
Spread of the virus by breathing in infected droplets	Customers	Customers exercising in close proximity to each other.	Clear floor markings set out to make sure all equipment is $2m^2$ or more where possible. No equipment directly facing each another..	1	3	3	Equipment deep cleaned twice per day.	

Spread of virus by touching surfaces	Fitness Instructors	The virus could potentially be spread by people touching any surface or object in the fitness suite.	2 x 60minute deep cleans. 1 in afternoon and 1 on close down when all members have exited the fitness suite. Customers encouraged to clean equipment pre and post use.	2	2	4	Fitness instructors to be supplied with appropriate PPE Facemasks to be provided for instructors while on the shop floor. Duties to be recorded by staff and checked by management. Sanitising wipes provided for customer use.	
Spread of virus by touching surfaces	Fitness Instructors	Working on the same workstation/desk to make/check bookings etc	Clear desk policy to be adhered to. Work stations must be sanitised after every use. Wipes provided.	2	2	4	Sanitation of keyboard and mouse by the user when changing over of staff from a “shared” workstation.	
Spread of virus by touching surfaces	Customers	Sharing equipment	6 cleaning stations spaced around the fitness with spray, blue roll and sanitising wipes to clean before & after use	2	3	6	Areas marked out for safe use. Signage in place to instruct members to self-sanitise equipment (ideally before and) after use	
Spread of virus by touching surfaces	Customers		Customers to sanitise equipment before and after use of any equipment used.	2	3	6	6 cleaning stations readily available to use including sanitising spray and disposable towels.	
Spread of virus by touching surfaces	Customers		Deep cleaning to be twice daily. Close of centre mid-day for 1 hour to allow 2 members of staff to deep clean. Thorough cleaning regime to be adhered to.	2	3	6		
Spread of virus by touching surfaces	Customers		Customers to sanitize hands on a regular basis. Compulsory to use hand sanitizer on entry and exit of the facility.	2	3	6		

Assessment conclusion: (i.e. have all foreseeable hazards been identified and control measures put in place to ensure that the risk is as low as reasonably practicable, provided all additional control measures identified have been put in place?)	*The additional risks to the facilities users have been identified using guidance from PWTAG, WHO, IOSH, UK Active, and CC Leisure Solutions and reasonably practicable controls identified.*
Signature of Line Manager / Competent Person:	*Sam Smith*
Review Date:	*12.8.22*

Risk Matrix



LIKELIHOOD	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Critical
1 Rare	1 NO ACTION	2 NO ACTION	3 MONITOR	4 MONITOR	5 MONITOR
2 Unlikely	2 NO ACTION	4 MONITOR	6 MONITOR	8 ACTION	10 ACTION
3 Possible	3 MONITOR	6 MONITOR	9 ACTION	12 ACTION	15 URGENT ACTION
4 Likely	4 MONITOR	8 ACTION	12 ACTION	16 URGENT ACTION	20 STOP
5 Almost Certain	5 MONITOR	10 ACTION	15 URGENT ACTION	20 STOP	25 STOP

Risk = Likelihood x Consequence

Likelihood:

1 Rare - this will probably never happen

2 Unlikely - do not expect it to happen / recur but it is possible it may do so

3 Possible - might happen or recur occasionally

4 Likely - will probably happen / recur but it is not a persistent issue

5 Almost Certain - will undoubtedly happen / recur, possibly frequently

Consequence:

1 Insignificant – no or minimal injury / insignificant damage to equipment or property

2 Minor – minor damage to property, or minor injury or illness requiring minimal medical intervention

3 Moderate - injury requiring medical assistance and could result in time off work, damage to property requiring repair

4 Major – major injury or damage to property, leading to prolonged time off work, increased time in hospital, and likely prosecution

5 Critical – incident leading to multiple permanent injuries, irreversible health effects, or death. Permanent loss of facility, or persecution

Risk Factor / Residual Risk Factor:

NO ACTION (1-2): No further action, but ensure controls are maintained and reviewed

MONITOR (3-6): Look to improve at next review or if there is a significant change

ACTION (8-12): Improve within a specified timescale

URGENT ACTION (15-16): Take immediate action and stop activity if necessary; maintain existing controls rigorously

STOP (20-25): Stop activity immediately