TEMPLATE COVID-19 RISK ASSESSMENT

What is COVID-19?
Coronavirus disease 2019 (COVID-19) is a respiratory illness that affects your lungs and airways. It is caused by a virus called Coronavirus and affected individuals can display a range of symptoms from mild to severe illness and death for confirmed cases. Affected people can also be entirely asymptomatic. Transmission is by respiratory droplets and direct contact. This Risk Assessment template must be considered alongside current Government guidance.
Action for Event Organisers
1. Complete this Covid 19 risk assessment. You can use this template and add risks and remove them to suit the event you are organising.
2. Also complete the normal H & S Risk Assessment.
3. Register your event on HASSRA Live and ensure all members complete the application on HASSRA Live prior to the event.
4. Circulate Government Guidelines prior to any event. Here is the link https://www.gov.uk/coronavirus
5. Remind participants of the Government Guidelines and all Covid 19 special arrangements in briefing before event commences.
6. Tell participants that they must inform you, the Event Organiser if they test positive for Covid 19 during the 10 days after the event.
7. If any participant tests positive within 10 days of the event inform all participants so they can follow current guidance on testing and isolating.

Name of activity:	**Name of Event Organiser:**
Who is carrying out this assessment?	**This activity takes place at:**
Date of the Risk Assessment:	

What are the Risks?	Who might they affect?	Controls to be put in place	Additional Controls to be put in place	Who will be responsible to action?	When does it need to be actioned by?	Date compl eted
Infection from person to person	Event Organisers, participants and volunteers	Follow all Government Guidance in relation to social distancing, wearing of face masks and hand sanitising	Check the venues own Covid rules prior to the event

Ensure all information is cascaded to participants | Event Organisers to check and cascade information | Prior to event | |

Equipment and surfaces	Event Organisers, participants and volunteers	Follow all the venues Covid rules on sanitising of equipment and surfaces	Check the venues own Covid rules prior to the event

Ensure all information is cascaded to participants | Event Organisers to check and cascade information | Prior to and during the event |
| **Transport** | Event Organiser, participants and volunteers | Follow all Government Guidance on transport to and from an event | Event Organiser to check the transport Companies own Covid rules

Ensure all information is cascaded to participants | Event Organiser to check and cascade information | Prior to event |
| **Toilets and changing rooms** | Event Organisers, participants and volunteers | Follow all Government Guidance

Ensure participants bring their own hand sanitiser so use of toilets is not needed for hand washing | Event organiser to check toilet availability/procedures with the venue

Ensure all information is cascaded to participants | Event Organiser to check and cascade information | Prior to event |
| **Infection through spectators and other members of the public** | Participants, Event Organisers, Volunteers and spectators | Ensure you follow social distancing between spectators and participants | Event organisers to check with the venue whether spectators are allowed and rules for spectating at events | Event Organisers to check and cascade information | Prior to event |
| **Increased risk to those with underlying medical conditions or BAME groups** | Those with underlying medical conditions and BAME groups | Follow all Government Guidance for high risk groups | Ensure Event Organisers are fully aware of participants relevant medical conditions by asking a question on HASSRA Live before event commences. Ensure participants have the | Event Organisers to ask question about medical conditions on HASSRA Live | Prior to event |

			opportunity to opt out at any time.			
Attendance after attendee has had Covid	Event Organiser, participants and volunteers	Participants must follow Government Guidance and the advice of their GP or Consultant	None	Participants to advise Event Organisers if they have had Covid	As and when any participant informs the Event Organiser that they have tested positive for COVID-19	
First aid procedures	Event Organiser, participants, volunteers, first aider	First aid to be administered by venues First Aider following Government Guidance	Check with event venue for first aid cover	Event Organiser to check with venue and cascade to participants	Prior to event	
Breaches to Government guidance	Participants, Event Organisers and volunteers,	Information shared with all participants in advance of session to avoid unintentional breaches Participants to be reminded if breach happens	Clearly communicate to all members expectations and need to comply with Government guidance If activity cannot be safely managed; cease the activity.	Event Organisers/Volunteers	Immediately prior to activity and during activity if a breach occurs	