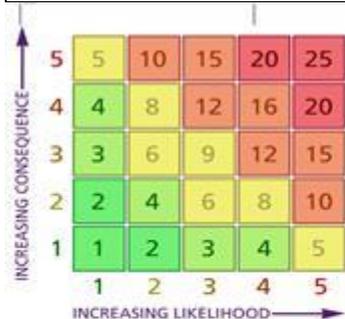


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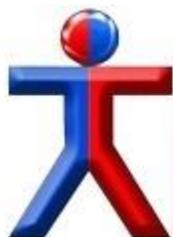
Coronavirus (COVID-19) Risk Assessment – Amendment insert to support main Risk Assessment		
Establishment: Wirral Multi-Sports	Assessment by: Daniel Holder	Date: June 2020
Review Date: Daily	<p><b>Red</b> – HIGH risk (implemented procedures reduce risk)</p> <p><b>Yellow</b> – MEDIUM risk as we have implemented new procedures</p> <p><b>Green</b> – LOW little or no risk</p>	Reviewed:



Risk Rating	Action Required
17 - 25	Unacceptable – stop activity and make immediate improvements
10 - 16	Tolerable – but look to improve within specified timescale
5 - 9	Adequate – but look to improve at review
1 - 4	Acceptable – no further action but ensure controls are maintained

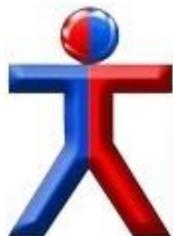
- Likelihood:**  
 5 – Very likely  
 4 – Likely  
 3 – Fairly likely  
 2 – Unlikely  
 1 – Very unlikely
- Consequence:**  
 5 – Catastrophic  
 4 – Major  
 3 – Moderate  
 2 – Minor  
 1 – Insignificant

- List hazards *something with the potential to cause harm* here
- List groups of people who are especially at risk from the significant hazards which you have identified
- List existing controls here or note where the information may be found. Then try to quantify the level of risk *the likelihood of harm arising* that remains when the existing controls are in place based on the number of persons affected, how often they are exposed to the hazard and the severity of any consequence. Use this column to list the controls that you might take and develop all or some of that list into a workable action plan. Have regard for the level of risk, the cost of any action and the benefit you expect to gain. Agree the action plan with your team leader and make a note of it overleaf. If it is agreed that no further action is to be taken this too should be noted.



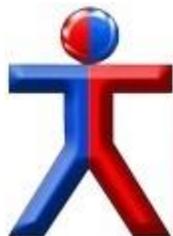
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Focus	Area of consideration/ Hazard	Consideration	Risks and level of risks	
Children Parents Staff	Drop off	<p>There are several aspects to arrivals and departures from the setting –</p> <ul style="list-style-type: none"> <li>Parents / Carers contaminating the setting</li> <li>Families coming into contact with each other due to crowding – risk of passing on the virus.</li> <li>Contamination from door handles &amp; surrounds</li> <li>Symptomatic parents dropping off / collecting children / Children living with shielded individuals being admitted. Parents socialising with others.</li> <li>Children carrying virus into the setting</li> <li>Contaminated items entering the setting / Children needing transitional objects (e.g. teddies) for emotional support</li> </ul> <p>Distressed children needing to be encouraged / carried into the setting &amp; settled.</p>	<ul style="list-style-type: none"> <li>Parents only permitted to enter the building at designated corridor between changing rooms and main hall. Children to be received at registration desk by limited team members.</li> <li>Ideally drop off and pick up to be by the same adult per family and stagger the timings where possible. Parents requested to leave site promptly using through flow to front maths stairs exit. Doors wedged open, no contact with school fixtures/fittings</li> <li>Cone markings to guide physical (1m) distancing back from setting entrance.</li> <li>Cleaning protocols in-between each use – hand sanitiser</li> <li>Parental agreement from every family consenting to comply with government guidance on social distancing / shielding, as set out in sign up terms. No parents / carers with symptoms to come to settings.</li> <li>Only children who are symptom free or have completed isolation after exhibiting symptoms / testing positive, to be admitted. We cannot accept clinically vulnerable children or those living with someone advised to shield.</li> <li>Children’s hands to be sanitised immediately on entry to the setting.</li> <li>Comforters for those children who need them to be accepted.</li> </ul>	6 3



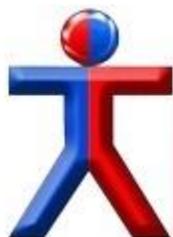
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			<p>The emotional needs and wellbeing of children and parents is recognised as a priority. Whenever possible, children will be encouraged to enter the setting on their own but if necessary, we will comfort as we take children from parents.</p>	
<p>Physical distancing/ grouping Contact with others</p>	<ul style="list-style-type: none"> <li>• Cross Infection / social distancing measures</li> <li>• Attending more than one setting</li> </ul>		<ul style="list-style-type: none"> <li>- Our overriding principles in implementing physical distancing measures are – to minimise the risk of cross infection; to provide a ‘normal’ experience of support, comfort and laughter for children and adults, including administering first aid</li> <li>- Settings are ‘zoned’ according to their physical layout to optimise the physical separation of groups of children.</li> <li>- Children are allocated to groups, size dependent on age, statutory adult:child ratios (1-15), building design, what is known about cohorts e.g. children with additional needs, behaviour challenges etc.</li> <li>- Scheduling of attendance is adapted to the need to maintain groups as far as possible with consistent children and adults – keeping the same group of children together with the same adults providing care and supervision across all routines including sports, meals, toileting, play etc.</li> <li>- Settings limit the number of children in each session to ensure groups can be maintained safely and comfortably and that the highest levels of emotional and social support for children and team members working with them, are possible.</li> <li>- Adults will take their lunch with children. It is also recognised that it is not possible to guarantee all children remain in their groups at all times without ever coming into contact with others. Our policy is to do what is practically possible in minimising contact between groups. The scientific guidance indicates that cross infection is a higher risk in confined spaces with contact time of 15 minutes upwards. Passing contact is a minimal risk.</li> <li>- Good ventilation is maintained, maximising the use of outdoor environments.</li> </ul>	<p>6 2</p>



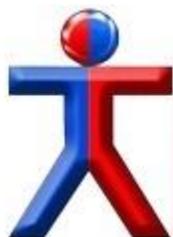
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			<ul style="list-style-type: none"> <li>- Access to common areas (e.g. shared outdoors space), is rota-ed to ensure exclusive use by individual groups. Resources / Equipment in these areas is cleaned between use by different groups.</li> <li>• To limit the contacts that children attending our settings have, we are not able to accept children who attend other settings on other days. Families must choose one setting for their child to attend. This will be reviewed subject to any change in government guidance.</li> </ul>	
Play / Learning	<ul style="list-style-type: none"> <li>• Risk of infection / cross Infection from shared resources. Any measures put in place – removal of items / cleaning, are in response to scientific evidence / guidance on the duration of infection on different materials and the risk to children of sharing these.</li> <li>• Equipment needed to protect team members against the risk of infection.</li> <li>• Team equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Sports Equipment Resources to be assessed for suitability in terms of their ability to host the Covid-19 virus, the duration of contamination and ease of cleaning.</li> <li>• All resources / equipment to be cleaned regularly in accordance with the cleaning procedure. Personal belongings must not be shared between children.</li> <li>• Resources will be reviewed &amp; reduced to ensure sufficient cleaning &amp; management is possible.</li> <li>• PPE (Personal Protective Equipment) is not recommended for use in educational establishments during normal activities but will be used over and above the usual requirements for assisting children with toileting accidents/cleaning any bodily fluids. Face masks and gloves are provided</li> <li>• Resources / equipment used by team members must not, in general, be shared in-session. All items to be regularly cleaned and in particular before use by another individual if there is a need to share.</li> </ul>	6	
Childrens Wellbeing and education	<ul style="list-style-type: none"> <li>• Emotional, Social, Physical Well-being</li> </ul>	<ul style="list-style-type: none"> <li>• Staff are able to comfort children</li> <li>• Appropriate play and learning experiences to support needs and learning</li> <li>• Promote child awareness of germ theme</li> <li>• Staff awareness of children's needs and abilities</li> <li>• Staff awareness of children needing more reassurance</li> </ul>	• 3	



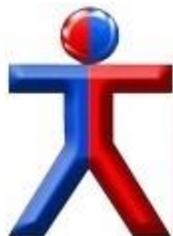
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Hygiene	<ul style="list-style-type: none"> <li>• Infection / cross Infection through touch</li> <li>• Toilets</li> <li>• Sun Cream</li> </ul>	<ul style="list-style-type: none"> <li>• Children are supported to wash hands thoroughly for 20 seconds at regular intervals throughout the day. In particular, before and after any food and after toileting, as usual.</li> <li>• Children are reminded / encouraged, appropriate to their age &amp; stage of development, to use tissues and bin them immediately, to shield sneezing / coughing in their sleeve and to avoid touching their faces.</li> <li>• Children are supported within their groups to use the toilets as an exclusive group (e.g. for hand washing before meals) and as needed by individuals.</li> <li>• Sun cream must be applied to children at home before they attend their setting. They must be supplied with a (named) individual bottle of sun cream for reapplication as necessary. Children will not be able to play outside without appropriate sun protection – sun cream &amp; hat.</li> <li>• We will follow these guidelines:  <a href="https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings#effective-infection-protection-and-control">https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings#effective-infection-protection-and-control</a></li> </ul>	6
	<ul style="list-style-type: none"> <li>• Inadequate assessment of transmission risk between children with SEND and staff.</li> </ul>	<ul style="list-style-type: none"> <li>• Individual assessment needs to be made for children who have known behaviours that would pose risk, such as MLD/</li> </ul>	8



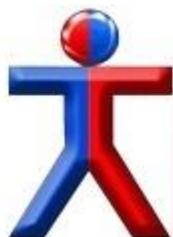
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			<p>ASC coronavirus-comprehension deficiency where social distancing is not possible. Provision of PPE should be considered on a case by case basis.</p> <ul style="list-style-type: none"> <li>Refer to Local Infection Control Guidance for PPE requirements</li> </ul>	
	<p>If a child starts displaying symptoms.</p>	<ul style="list-style-type: none"> <li>If a child in attendance develops any symptoms (sustained high temperature, continuous cough, loss of or change in normal sense of taste or smell)</li> <li>Child awaiting collection</li> </ul> <p>Confirmed case</p>	<ul style="list-style-type: none"> <li>Parents / carers or emergency contact to be asked to collect the child asap, to seek medical advice and follow guidance re isolation.</li> <li>Any potentially infectious child will be isolated outdoors away from other children / adults.</li> <li>The child will continue to be cared for by an adult from his/her group if possible. The adult needs to use a face mask, it is advisable to keep their face above that of the child out of range of the child's breath if possible whilst ensuring the child is reassured, safe and comfortable.</li> <li>On collection, the child will be handed over to his/her carers</li> <li>Immediately afterwards any areas where the child has been isolated will be given a thorough clean. The adult will wash their hands thoroughly.</li> <li>All confirmed cases of Covid-19 must be reported to Hilbre High School/Local Authority advised if applicable to aid track &amp; trace.</li> </ul>	<ul style="list-style-type: none"> <li>8</li> </ul>
Workforce	Attendance	<ul style="list-style-type: none"> <li>Infection / cross Infection</li> </ul>	<ul style="list-style-type: none"> <li>All team members to commit to continued social-distancing.</li> <li>All team members informed anyone classed as 'clinically extremely vulnerable' is not able to work.</li> <li>All team members attending settings must be free of symptoms, have completed the requisite isolation period following any incident that puts them at risk (e.g. another member of their household testing positive for Covid-19) or show proof of a recent negative test result.</li> <li>Team members must avoid physical contact with colleagues including handshakes, hugs etc.</li> </ul>	<ul style="list-style-type: none"> <li>3</li> <li>6</li> </ul>



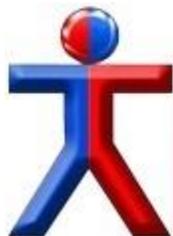
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		<ul style="list-style-type: none"> <li>• Travel</li> <li>• Hygiene / clothing</li> </ul>	<ul style="list-style-type: none"> <li>• Physical distancing must be maintained during breaks. Breaks are staggered and spaces are organised to ensure physical distancing.</li> <li>• Where possible meetings and communications will be conducted using technology – email, messaging systems, video conferencing.</li> <li>• Whenever possible, team members are advised to use alternatives to public transport such as walking, bike, private vehicle. If using a bus or train, the guidance is to use a face covering.</li> <li>• Clothes must be changed daily. All staff to ensure regular hand washing throughout working day and after all toilet visits for themselves or with children.</li> </ul>	
	<p>Staff shortages</p>	<ul style="list-style-type: none"> <li>• Illness due to covid 19 related (short term absence)</li> <li>• Illness due to an unrelated health issue</li> <li>• Other Covid health categories i.e. staff who unlikely to be able to attend work in the medium to long term</li> <li>• i.e. Shielded coaches / live in household with shielded person / coach who is clinically vulnerable</li> <li>• Staff who wish to remain at home due to having another person in their household who is 'clinically vulnerable' NB not extremely clinically vulnerable – shielded)</li> </ul>	<ul style="list-style-type: none"> <li>• Bring additional WMS registered coaches in to help.</li> <li>• Ensure Staff qualification requirements and ratios are maintained.</li> <li>• use the founder to cover groups, although you should as owner / manager consider your own workload and that of your leaders to make sure this is manageable,</li> </ul> <p>Re-assure staff that the opening of the provision will only happen when the legislation have been met</p> <p>If a child, or a member of staff lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, they can attend their education or childcare setting."</p>	<ul style="list-style-type: none"> <li>• 3</li> </ul>



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	Food and lunches	<ul style="list-style-type: none"> <li>• 5 separate bubbles in 5 separate food areas. bubble at a time.</li> <li>• Outside eating where possible</li> <li>• Children sat together but safely/appropriately distant.</li> <li>• Spread out.</li> <li>• Staff and Children MUST wash hands before prep or eating,</li> <li>• Staff and children MUST wash hands after eating.</li> <li>• Adults to handle eaten food as little as possible.</li> <li>• Children and adults to be responsible for their own food rubbish.</li> </ul>	<ul style="list-style-type: none"> <li>• Regular hand washing before eating.</li> <li>• Regular hand washing after eating.</li> <li>• Children and staff to put their own rubbish in the bin.</li> <li>• If children are very messy, staff need to use appropriate PPE to clean.</li> </ul> <p>Limited space for eating. Children at various stages of being self-sufficient. Several children struggle may with basic table manners and cough</p>	6
	Training	<ul style="list-style-type: none"> <li>• All staff members must receive appropriate instruction on infection control and the standard operation procedure and risk assessments within which they will operate.</li> <li>• All team members need to follow the correct procedures</li> </ul>	<ul style="list-style-type: none"> <li>• All team members receive zoom instruction on infection guidance, operational procedures and this risk assessment and how they relate to coaching</li> </ul>	3
	Stress and mental health	Team members may become anxious during the pandemic. Changes to routines & new methods of coaching can also be unsettling.	<ul style="list-style-type: none"> <li>• Only coaches happy to work respond positively to invite.</li> <li>• Ongoing support offered to everyone.</li> <li>• Strong focus on team morale, mental health &amp; wellbeing as we work in the new framework.</li> <li>• Understand they can revoke services / appropriate alternates will be used</li> </ul>	7
Workforce	PPE	Supply and demand Contamination	<ul style="list-style-type: none"> <li>• Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) should not be worn in any circumstance by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission.</li> <li>• Disposable gloves, apron and fluid resistant mask as well as eye protection to be available to staff to use appropriately.</li> </ul>	6 2



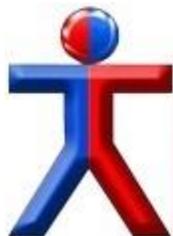
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			<ul style="list-style-type: none"> <li>• Staff to be aware that PPE supplies are available and must be used appropriately i.e. one pair of gloves at a time. Facemasks and eye shields only when a child becomes unwell.</li> <li>• PPE may not be available to purchase or be in short supply. Should this happen and all reasonable attempts to get more fails then provision should close.</li> <li>• All PPE, should be used according to current guidelines. The touching of masks/shields should be treated in the same way as touching a face. Hands will require washing for at least 20 seconds.</li> <li>• Children, young people and students who's care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way</li> <li>• Supplies will be monitored</li> </ul>	
Parents, and Visitors	Communication	Lack of complying	<ul style="list-style-type: none"> <li>• Policy and terms to be sent out to each family before camp</li> <li>• All families to agree terms / agreement via sign up before attendance</li> </ul>	3
	Visits	<ul style="list-style-type: none"> <li>• Infection / cross infection</li> </ul>	<ul style="list-style-type: none"> <li>• Entrance to settings during operational hours is restricted to the specific Wirral Multi-Sport team members designated to care for children at Hilbre. No other staff or visitors may enter the settings except for essential maintenance arranged by the Hilbre. Hilbre should inform WMS if this is the case and those attending should not compromise WMS operation standards.</li> <li>• Unannounced visitors not to be admitted</li> <li>• Management and staff to engage with virtual conferencing.</li> </ul>	3 6
Cleaning	Undertake regular cleaning	<ul style="list-style-type: none"> <li>• Risk of infection from furniture, surfaces, and equipment and key touch points – light switches, toilet handles, taps, door handles.</li> </ul>	<ul style="list-style-type: none"> <li>• An enhanced cleaning schedule is in operation throughout the day and on closure. Separate staff employed to fulfil. Provision will end early to accommodate this. Guidance is to use standard cleaning products and that the most effective measure against the virus is soap / detergent and warm water. Particular attention is paid to regular cleaning of touch-points.</li> </ul>	6 1



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			<ul style="list-style-type: none"> <li>• Clean AND disinfect frequently touched surfaces throughout the day.</li> <li>• This includes tables, chairs, resources, equipment, doorknobs, light switches, countertops, handles, toilets, taps, and sinks.</li> <li>• Wear one pair of disposable gloves for cleaning and dispose of immediately after cleaning.</li> <li>• Using a disposable cloth, first clean hard surfaces with warm soapy water, then disinfect these surfaces with the cleaning products you normally use.</li> <li>• Wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning.</li> <li>• Resources not in use should be stored away.</li> </ul>	
	Disposal of potentially contaminated waste	<ul style="list-style-type: none"> <li>• Cross contamination</li> </ul>	<ul style="list-style-type: none"> <li>• Waste from possible cases and cleaning of areas where possible cases have been, should be double bagged and removed from site to a suitable and secure place, marked for storage for at least 72 hours and put in with the normal waste. Follow guidance and place in area not used by children.</li> </ul>	9
Fire safety	Fire safety	<p>Increased fire risk due to doors being propped open to increase air circulation and reduce touching of doors and pushpads</p> <p>Changes to emergency fire procedures – uncertainty of staff and children due to working at different locations to normal and changes in evacuation routes.</p>	<p>Review fire risk assessment to reflect any changes that have been made.</p> <p>Make sure that fire procedure is up to date and all checks have been made, including the fire marshal inspection checklist – socially distant bubble assembly.</p> <p>Wedges are to be used, there will be a robust procedure to ensure that these are all removed in the event of the fire alarm sounding and at the end of every day.</p> <p>Communicate with staff any changes to emergency procedures that have been made and make sure that they have understood them. It is not a requirement to maintain 2 metres social distancing in the event of an emergency or unplanned sounding</p>	4



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Environment			<p>of the fire alarm, however it should be maintained at the muster point, if possible.</p> <p>Remind all staff of their responsibility not to increase the risk of fire in the workplace: by keeping combustible materials to the minimal, turning off electrical equipment when not in use and at the end of the day.</p>	
	Ventilation	<p>Description</p> <ul style="list-style-type: none"> <li>The risk of air borne infection is reduced with good ventilation</li> </ul>	Where possible, the outdoors environment should be utilised for most activities and routines. Indoors, openings – doors and windows, which can be safely opened, should be as wide open as it is safely possible to do so.	4
	Supplies	Securing and maintaining necessary supplies of resources and equipment	Stocks of resources within each setting are monitored to ensure they are sufficient to enable the needs of children and the team to be met. Any difficulties with obtaining supplies to be reported and acted on asap.	6
REVIEWED BY:		COMMENTS:		
Daniel Holder		Updated and amended when required	Reviewed daily	27.6.2020