



## Horwich Harriers Track Risk Assessment



What are the Hazards?		What are you already doing?	What else can you do to control this risk?	Risk Rating	Action by whom	Target Date / Completed
<b>Prevent of the spread of Coronavirus</b>						
Transmission from someone who has been exposed to the Coronavirus	Coaches, athletes and vulnerable group's; i. Over 70's ii. Pregnant Women iii. Those with existing health conditions i.e. Asthma	Coaches will not deliver if they or someone in their household has symptoms.  Athletes <b>MUST</b> not attend group training sessions if tested positive or who has been into contact with someone who has tested positive.  No athlete or coach should attend if they have a high temperature, cough, loss of taste or smell.  Coaches will coach 1:10 ratio.  Coaches will brief athletes on social distance measures and monitor during session.	Follow Government and England Athletics [EA] guidance to all members.  Add risk assessment to website and social media channels.  Keep the membership aware of any policy changes and note the rate of infection for Greater Manchester.	Low	ALL	Dec 06th Ongoing
Use of PPE equipment	iv. BAME Population  Anyone else who physically comes in contact with other people in relation our activity	Coaches <b>MUST</b> have appropriate PPE equipment and will, if necessary, <ul style="list-style-type: none"> <li>• Put on PPE if an athlete becomes unwell / injured and the coach must give direct personal care.</li> <li>• If athletes need PPE such as gloves or sanitizer then the coach can provide and dispose of accordingly.</li> </ul>	Follow Government and EA guidance and forward to all members.  Keep the membership aware of any policy changes.	Low	Coaches	26 <sup>th</sup> June Ongoing
Hygiene		ALL coaches and athletes <b>MUST</b> follow handwashing guidance.  Coaches should have gel sanitisers during training sessions.	See Governments hand washing guidance.  Coaches and athletes to sanitise their hands regularly throughout session.	Low	ALL	26 <sup>th</sup> June Ongoing

Respiratory hygiene.		Coaches should carry tissues for themselves and athletes if needed.  They will, at all times supervise their own and the athlete's respiratory hygiene.	Remind all to catch coughs and sneezes in tissues – Follow 'Catch it, Bin it, Kill it' and to avoid touching face, eyes, nose or mouth with unclean hands.	Low	ALL	26 <sup>th</sup> June Ongoing
<b>Training</b>						
Before first and every session	Coaches leaders, athletes, parents	<p>Only coaches will be allowed to enter the hut to access any required equipment and will <b>ALWAYS LOCK THE HUT</b> when exiting.</p> <p>All athletes will be informed before the session that they are <b>NOT</b> allowed inside the hut at any time.</p> <p>ALL new athletes should complete medical questionnaire / health disclaimer. The coach should retain contact details and a note of any medical conditions.</p> <p>New junior members should attend induction group first and all members should receive the membership pack.</p> <p>A UKA qualified coach <b>MUST</b> lead all sessions</p> <p>Coaches to plan appropriate session incorporating standard safety procedures (e.g. phones, first aid etc) considering athlete's ability.</p> <p>Coaches and leaders to brief all athletes before the start of the session maintaining below 2 metre social distancing rules for a short period of time.</p>	<p>Coaches will inform all athletes about the <b>NON</b> access to the hut before every session.</p> <p>At this point in time [06<sup>th</sup> Dec] athletics and running coaching activity can take place on a one-to-ten (10) basis only (i.e. one coach and up to ten (10) athletes OR up to six (6) athletes with no coach present). These individuals do not need to be from the same family household, but ALL must adhere to the latest social distancing guidance.</p> <p>Coaches will be first aid trained and have the contact number for the Arena in case of emergency and possible use of the defibrillator.</p>	Low	Coaches	06 <sup>th</sup> Dec Ongoing

		<p>Ensure Covid 19 Coordinators &amp; other coaches are aware of times of ALL junior training sessions.</p> <p>Coaches must carry required PPE equipment &amp; first aid supplies.</p>				
During training sessions	Coaches, leaders and athletes.	<p>Coaches to register athletes, perform a visual check of clothing, footwear, and equipment. Also conduct a health and injury enquiry before start of every session, with each athlete.</p> <p>Coaches to ensure that any athlete medication is carried by athletes where appropriate and the coach knows where the medication is.</p> <p>First aid must only be given if currently qualified (coaches to put on PPE.)</p> <p>Coaches to know of any health problems, injury and fitness of each athlete prior to session.</p> <p>Session intensity and duration kept to an appropriate time for age and varying ability of athletes. Coach to make on-going assessment of conditions and make adaptation as required.</p>	<p>Coach to carry:</p> <ul style="list-style-type: none"> <li>○ Mobile phone</li> <li>○ First Aid</li> <li>○ Water</li> </ul> <p>Ensure a mobile phone is fully charged.</p> <p>Coaches must have contact details available of all athletes.</p> <p>Parents of U13 athletes should stay near the training location / facility. Parents of U11's <b>MUST</b> stay at training location / facility but only 1 parent per athlete is permitted.</p> <p>Coaches will contact parents / guardians of any athlete in the event of any illness or injury.</p> <p>Coaches must always have a contingency plan.</p>	Low	Coaches	06 <sup>th</sup> Dec
Post session	Coaches	<p>Coaches to clean or dispose of PPE appropriately and renew any PPE supplies or equipment ready for next session.</p> <p>All to follow personal hygiene recommendations.</p>	<p>If any issues occur complete an incident form and submit to relevant committee member.</p>	Low	Coaches Covid 19 &	26 <sup>th</sup> June

		Coaches to review the session and forward any amendments and <b>COMPLETED</b> Risk Assessment to the Covid-19 coordinators.			Junior Coordinators	
<b>Athletes</b>						
Adhering to Social Distancing	Athletes, Coaches and general public	<p>All coaches and athletes must follow the social distance guidelines.</p> <p>Athlete's can run in each other's slip stream for a short period of time below the 2 metre social distancing from each other.</p> <p>A max group of six athletes if no coach present.</p> <p>10 athletes are permitted if a qualified EA coach/Leader is present.</p> <p>Inform coach of any injury / illness.</p>	<p>Check all guidance that has been published, especially concerning social distancing and hygiene and any athletic specific information.</p> <p>Be aware guidance can change quickly and more restrictive rules may be applied in the future, so please refer to the England Athletics website regularly.</p>	Low	Athletes Coaches & junior athletes Parents	06 <sup>th</sup> Dec On going
Personal Responsibilities	Athletes	<p>Clothing should suit the conditions.</p> <p>Ensure you have enough hydration for the session in advance.</p> <p>Wear the correct footwear, advice can be given by the coach.</p> <p>Any new athletes should be shown the track rules and session.</p>	<p>Keep up to date with national guidance and EA information</p>	Low	Athletes Coaches & junior athletes Parents	26 <sup>th</sup> June
Abuse Collisions Injury and illness	Athletes and Coaches	<p>Ensure there is sufficient room on the track for the number of athletes and make them aware of other people in training area.</p>	<p>If any incidents or accidents occur coaches to complete appropriate report form and submit to the Safeguarding and Welfare Officer/s and Committee.</p>	Low - Medium	Athletes Coaches & junior athletes Parents	26 <sup>th</sup> June

		<p>Junior coaches to agree meeting and collection point with parents. Report any injury or illness to parents.</p> <p>Athletes informed that <b>NO</b> verbal or physical abuse is tolerated.</p>				
<b>Other</b>						
Equipment	Athlete and Coaches	<p>All field events can now take place and all equipment can be used.</p> <p>Long and Triple jump runway and pit.</p> <p>All throwing implements.</p> <p>High Jump mat.</p> <p>Hurdles, cones, ladders etc.</p> <p>Cleaning of equipment is carried out prior to and after any training session by the coach.</p> <p>All equipment <b>MUST</b> be cleaned before and after use after use, disposable gloves can be used when cleaning.</p>	<p><b>LJ &amp; TJ.</b> Athlete's hands and legs to be sanitised before each jump.</p> <p>Sand to be sprayed with a sterilising fluid before the session starts.</p> <p>Sand to be raked and turned over after every jump.</p> <p>The same individual must use the rake and tape measures during the session and the rake <b>must</b> be sanitised before use.</p> <p>Consider if it is possible for the athlete to have more than 1 jump before the next athlete to reduce the amount of raking and cleaning.</p> <p><b>HJ.</b> Athlete's hands and legs to be sanitised before every jump. HJ mat will be sanitised with a fluid spray after every 6 jumps.</p> <p><b>Throws.</b> If possible each athlete should use the same implement during the session. Athlete's hands</p>	Low	Coaches	5 <sup>th</sup> Aug Ongoing

			<p>and equipment to be sanitised at the start of every session.</p> <p>If equipment has to be shared the equipment will be collected by the athlete who has just thrown, it will be sanitised when brought back before being passed onto the next.</p> <p>Care to be taken when shot put or discus are cleaned and sanitised as the implement will be slippery. Wait until the equipment has dried before throwing.</p> <p>Keep to the 2 metre social distancing.</p>			
Weather	Athletes & Coaches	<p>Weather reports should be checked leading up to and on the day of session.</p> <p>Athletes to be given advice on clothing, fluid intake and sunscreen, as needed.</p> <p>Cancellation to be considered if ice, snow or lightning are likely. Carefully monitor participants for difficulties</p>	Coaches to consider variations in weather making it too cold, wet, hot or slippery or run the sessions.	Low – medium	Athletes Coaches & junior athletes Parents	26 <sup>th</sup> June

<b>Completed by Trevor Williams, Welfare Officer</b>	<b>Signed: Trevor Williams</b>	<b>Date 06<sup>th</sup> Dec 2020</b>
<b>Signed Off: Glynne Lever, Chair</b>	<b>Signed: Glynne Lever</b>	<b>Date 06<sup>th</sup> Dec 2020</b>

***To be reviewed in line with changes in Government and England Athletics EA Guidelines or earlier if feedback received from National Governing Body.***