**CLUB NAME HERE**

**Sample Risk Assessment – COVID-19 & Outdoor training**

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| **Reminder of insurance requirements**  **Responsibility:** It is the responsibility of the person running the session to complete a risk assessment taking into account individual circumstances. They must be signed and retained.  **Government & BF Guidelines:** To be followed at all times. Local government guidelines are different in different Home Nations and will change. When they do, your risk assessment should be reviewed and updated.  **Membership:** Coaches must be on the BF Coaching register and coaching within competency, pupils must be BF members. |

**This is not a comprehensive risk assessment. It is intended to provide examples of how the *additional risks presented by COVID-19 and outdoor training could be managed*. This risk assessment has been written in such a way that the parents and participants are included as the audience, and thus can also be used as part of the process to educate, inform and address concerns. This is only one of several options for style and layout, whichever one you select the most important point is that risks are identified and minimised.**

**Coach:**

**Venue:**

**Date:**

**Number of People attending**

**Current BF/Government Guidelines: No one-on-one fencing lessons (where a pupil is hitting the body of a coach with a sword), no sparring (unless within members of the same family).**

**General**

* Follow all government guidelines at all times
* Avoid public transport where possible
* Refrain from attending any activity if experiencing any COVID-19 symptoms and follow government advice for isolation and testing
* Comply with all safety measures applicable to or prescribed by the club/coach.
* Come to the session already dressed in freshly washed workout clothing and footwear.
* Ensure you have fresh and warm clothes to wear afterwards without the need for changing rooms.
* Do not share equipment such as weapons, body wires, fencing masks, gloves or breeches/plastron/jacket, with others.
* Practice 2m social distancing.
* Refrain from contacting/touching other participants, coaches and attendees
* Cover your mouth and nose with a tissue or your elbow if you cough or sneeze.
* Bring and use hand sanitizer and/or sanitizing wipes.
* Bring your own water and, if desired, energy bars. No other food or drink is allowed.
* Bring a bag to take all your personal gear and rubbish away with you

| **Hazard/ Area of Concern** | **Who might be harmed?** | **What are we doing already to reduce risk?** | **What further action is necessary?** | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Action required** | **By whom** | **When** | **Done** |
| Weather | Parents/Carers/ Fencer/Coach | Participants are encouraged to dress for the temperature and activity. If required, please apply sunscreen before arriving.  Parents sitting outside may need to bring additional protection from either the sun (eg hats) or the cold (eg coat)  If it rains the session will be cancelled. If the session is cancelled before you arrive we will contact you to let you know using the contact details that you provided on the sign-up sheet. |  |  |  |  |
| General transmission | Parents/Carers/ Fencer/Coach | All participants must follow personal general hygiene instructions (see above)  Sessions must be booked prior to arrival, coach will ensure that the numbers of people (Fencers plus parent or guardian) in the space at any one time will confirm to government guidelines on outdoor exercise, numbers of people/households that can meet and social distancing. | Add guidelines to sign-up instructions | Coach |  |  |
| Fitness Level/ Injury | Fencers | As part of the sign-up process I have asked all fencers to complete a survey with regards to their current activities during lockdown and medical issues. The sessions will be adapted to take fitness levels into accounts.  If you have any medical issues that you are currently receiving treatment for it may be necessary for you to consult a doctor before restarting activities. |  |  |  |  |
| Arrival/  Departure | Parents/Carers/ Fencer/Coach | Maintain strict 2m distancing. Do not come into the area through gate until the previous fencer and parent has left and you are called by the coach  Hands to be thoroughly sanitised on arrival and departure. Participants to provide own hand sanitiser.  Sessions will have 15 minute gaps scheduled to allow for safe departure  Please depart promptly from your session to allow preparations for the next session. | Monitor at end of each lesson | Coach | All sessions |  |
| Child Protection | U18s | Session delivered by a BF Registered coach (with requisite DBS and Safeguarding qualifications)  U18s must be accompanied by one parent/guardian  If this is not possible, I can arrange for a second adult with safeguarding qualifications to be present. Please contact me in advance of booking the session.  Club Welfare Officer is contactable. Club Child Protection Policies in place. (details on website) | Monitor at start of each lesson | Coach | All sessions |  |
| Gate | Parents/Carers/ Fencer/Coach | The gate will be locked. The coach will open the gate. Please do not touch the gate | Monitor at start and end of each lesson | Coach | All sessions |  |
| Changing rooms | Parents/Carers/ Fencer/Coach | There are no changing rooms – please ensure you are wearing the kit you need |  |  |  |  |
| Use of toilet | Parents/Carers/ Fencer/Coach | Please try to avoid the use of the toilet. If you do need to go to the toilet, please wear gloves and wipe down any surfaces you touch with wipes provide and bin in your bag of rubbish. | Monitor during session | Coach | All sessions |  |
| Seats/ Parents & Guardians | Parents/Carers/ Fencer/Coach | Parents - please bring your own deck chairs or floor covering to sit on during the session. There will be clearly marked areas to sit for social distancing and safety. There is no provision for further spectators. | Monitor during session | Coach | All sessions |  |
| Coaches equipment | Parents/Carers/ Fencer/Coach | Do not touch the equipment.  (The coach will set up the equipment – for example the footwork mats and lunging pads. These will also be cleaned and disinfected with an anti-virus solution before every session and wiped down between lessons) | Coach to clean | Coach | All sessions |  |
| Mat | Fencer/Coach | We will be using a long rubber mat for footwork – not for sitting and stretching. This will be washed/sanitised before each session and wiped down between lessons. Participants should wear clean non-slip trainers.  If you fall on the mat, please immediately use the hand sanitiser provided or your own to clean your hands.  If you are able, please bring your own yoga mat which we will put on the grass and can use for seated stretches. It is the responsibility of the parent/fencer to clean yoga mats before and after each session, and these must not be shared. | Monitor during lesson | Coach | All sessions |  |
| Air flow | Fencer/Coach | We will NOT be working together on the fencing mat. (Coach/fencer will NOT pass through the others breath)  The coach will not be wearing a face mask.  You are not required to wear facemasks. The government has not advised that these are mandatory unless in some public spaces.  We will be strictly observing the 2m distance and masks can adversely affect sports performance and ability.  If you would prefer to wear a face mask then please inform me prior to arrival – we can if necessary adapt our session to reduce aerobic intensity. | Monitor during lesson | Coach | All sessions |  |
| Fencers equipment | Fencer/Coach | Please make sure this is freshly washed.  Do not lend to anyone during session.  Fencing equipment conforming to BF Safety guidelines | Monitor during lesson | Coach | All sessions |  |
| Accidents/ First Aid | Fencer/Coach | Please bring your own first aid equipment. The coach has a basic first aid qualification and will have first aid equipment if necessary  In the first instance any injury is best attended by the participant/parent/carer due to 2m distancing.  If there is a serious accident we will call 999 or 111 if appropriate. | Monitor during session | Coach | All sessions |  |
| Lack of Hydration | Fencer/Coach | Please bring your own water. There will be no facility to re-fill your water. | Monitor during lesson | Coach | All sessions |  |
| Breaking Blades | Fencer/Coach | The fencer MUST wear a fencing mask if engaging in hitting a target (in case the blade breaks) even if the target is not a person.  The coach may also require those nearby to also wear a mask during this activity, depending on set-up. The risk is reduced by observing social distancing. As a matter of good practice parents should remain in the indicated areas and not enter the training space unless invited by the coach. | Coach to monitor during lesson. | Coach | All sessions |  |
| Invalid Insurance | Fencer/Coach | Coach is current BF Registered Coach and delivering in accordance with qualification level, government guidelines and BF policies and procedures  Fencers must have valid membership of BF (number to be provided on sign-up form) |  |  |  |  |

**Activity assessed as OK to proceed: Y/N Signature:**