

## Risk Assessment Form for Phase 1 dojo reopening for children

Activity being assessed		<i>Exeter Martial Arts – Phase 1 Children return to training following COVID 19 outbreak 2020</i>			Assessment date	18/08/2020	Assessment No.	08/20, v1.1		
Activity	Person at Risk	Significant Hazards	Risk			Risk Control measure required	Residual Risk *			
			L	S	DR		L	S	DR	
All activities	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> <li>• Parents</li> </ul>	<ul style="list-style-type: none"> <li>• Student has COVID 19</li> <li>• Risk of infection via families of students</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>• All people entering the premises to apply sanitising fluids to hands at the key locations and elsewhere, as directed</li> <li>• There will be no access if the child is suffering any COVID 19 symptoms within the past 14 days</li> <li>• If any family member is suspected of Covid 19 then the students cannot attend unless the test results are clear</li> <li>• Staff members will wear face covering when greeting and registering students in the enclosed foyer area.</li> <li>• Children are not required to wear face coverings but are very welcome to do so.</li> <li>• Social distancing will apply throughout in line with government guidelines appropriate for each age.</li> <li>• No spectators or parents allowed into the building, with the exception of parents of the 3 &amp; 4 year olds.</li> <li>• Viewing area open only for parents of Lion Cubs (age 3-4 years) and then only 1 adult per child. These spectators will need to sit upstairs in the viewing area in a socially distanced way.</li> <li>• Reception is closed during phase 1</li> </ul>	1	4	4	

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Entry to building / stairs to mezzanine	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> <li>• Parents</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to keep to social distancing</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>• The dojo doors will be barred at all times except to allow students to enter and leave at the designated start and end times. The door will be barred at the start of class and we will be unable to admit late comers.</li> <li>• Children (and parents) to wait outside in socially distanced way until let in by staff one at a time. Students must take responsibility while waiting outside the building in a socially distanced way and also not cause an obstruction or disturbance for local residents.</li> <li>• ALL children must arrive in their gi/training clothes which must be clean on for each class.</li> <li>• All children <b>MUST</b> bring and wear their own training gloves and bring with them any other equipment (depending on the class, this will be communicated to all students in advance). Academy regular training equipment e.g. gloves etc. cannot be loaned out to ensure safety.</li> <li>• On entering the building children (<b>and parent only if necessary</b>) to enter the clearly marked one-way system and move one at a time.</li> <li>• Each child/permitted parent will be supervised by a staff member while using the hand sanitiser station, and their attendance being confirmed. The touch screen will not be in use for hygiene reasons.</li> </ul>	1	4	4	

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						<ul style="list-style-type: none"> <li>Each child will place their shoes and any bags in a designated area before being invited to their allocated training area via the one-way system.</li> <li>Stairs/Viewing area (mezzanine) to be closed except for very exceptional circumstances and for parents of 3 &amp; 4 year olds.</li> </ul>				
	<ul style="list-style-type: none"> <li>Staff</li> <li>Students</li> <li>Parents</li> </ul>	<ul style="list-style-type: none"> <li>Ability to keep to social distancing</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>As per the government guidelines children will be kept in a consistent group.</li> <li>All children will be allocated to a class and will only be permitted to attend that class (or classes) each week and cannot come to catch up sessions or switch between classes.</li> <li>No “taster” children in classes. Only regular members.</li> <li>New members will be allowed to join a group as a regular member if space allows and by prior agreement.</li> <li>If parents would like to change to another class on a permanent bases they will need to contact the admin team and check availability in that class before attending.</li> <li>In line with current government restrictions classes will all be “non contact” - so no aspect of the classes will involve the children touching each other.</li> </ul>	1	4	4	

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						<ul style="list-style-type: none"> <li>Children will be encouraged to social distance as much as is feasible- but in line with government guidelines we know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff so will be also abiding by the list of measures set out above below</li> <li>We will be encouraging the cleaning hands more often than usual; all children will use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered on entering and leaving the building.</li> <li>We will ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach</li> <li>We will clean frequently touched surfaces between every class using standard products, such as detergents and bleach.</li> <li>Mats will be sanitised using a steam cleaner between every class.</li> <li>All kit will be cleaned thoroughly between every class.</li> <li>All windows will be kept open and all fans on throughout the time the building is in use.</li> <li>If a child, young person or other learner becomes unwell with symptoms of coronavirus (COVID-19) while in their setting and needs direct personal care</li> </ul>			

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						<p>until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult</p> <ul style="list-style-type: none"> <li>•</li> </ul>			

<p>Training session</p>	<ul style="list-style-type: none"> <li>• Students</li> <li>• Instructors</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to keep to social distancing</li> </ul>	5	4	20		1	4	4
<p>Water break(s) during class</p>	<ul style="list-style-type: none"> <li>• Students</li> <li>• Instructors</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to keep to social distancing</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>• Children must bring their own named water bottles, prior filled before arrival for them to drink from. Water bottles must be left in the designated area. Children can access drinks at a time that there are no other students also drinking in the foyer area at the same time.</li> <li>• Drinking directly from taps is not allowed</li> </ul>	1	4	4

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Toilet use	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> <li>• Parents</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to keep to social distancing</li> <li>• Keep area clean</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>• Students should be encouraged to visit the toilet prior to attending the Academy</li> <li>• Only one toilet will be available for use except in an emergency. This will clearly signed.</li> <li>• Only 1 person will be allowed to queue for the toilet and they must wait in the designated toilet queue area which will be socially distanced from other students.</li> <li>• Students using the toilets must wash their hands both before and after use</li> <li>• Signage in the areas to reiterate hand washing policy</li> <li>• Toilet will be cleaned after each class.</li> </ul>	1	4	4

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End of class	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> <li>• Parents</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to keep to social distancing</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>• All usual end of class interactions will be suspended (high 5's etc) and replaced with verbal encouragement</li> <li>• Students will be required to sanitise their hands on leaving the building using the sanitizing station provided at the exit.</li> </ul>	1	4	4	
Staff changing / breaks	<ul style="list-style-type: none"> <li>• Staff</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to keep to social distancing</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>• Staff will arrive changed and ready to work.</li> <li>• Staff breaks to be taken singularly on the mezzanine area or outside the building.</li> </ul>	1	4	4	



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Cleaning before, during and after classes	<ul style="list-style-type: none"> <li>• Staff</li> </ul>	<ul style="list-style-type: none"> <li>• Contamination / spread reduction</li> <li>• Ability to keep to social distancing while cleaning</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>• Appropriate training and refreshers will be given to both staff and students, to maintain both awareness and best practice, with regard to cleanliness, hygiene and personal safety</li> <li>• All relevant areas will be cleaned using cloths and cleaning before the next class can commence</li> <li>• Cleaning checklists will be compiled and be subject to regular monitoring</li> <li>• PPE <b>MUST</b> be worn by staff during any cleaning process.</li> <li>• Sanitisation points provided around the dojo for both staff and students</li> <li>• Cleaning will include all areas anyone could touch including the entrance, toilets, training area and any equipment used during the class</li> <li>• Mat to be steam cleaned before the first class of the day and between all classes.</li> <li>• Whole gym/dojo including mats and equipment will be sanitized using fogger at then end of each day.</li> </ul>	1	4	4	

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Cleaning after classes	<ul style="list-style-type: none"> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Contamination / spread reduction</li> <li>• Ability to keep to social distancing while cleaning</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>• Staff will clean, at the end of class, any of the gyms training equipment which has been used in class with 70% alcohol wipes provided by the gym.</li> </ul>	1	4	4	

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PPE	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Contamination / spread reduction</li> </ul>	5	4	20	<ul style="list-style-type: none"> <li>• PPE will be compulsory for staff during,                             <ul style="list-style-type: none"> <li>- Cleaning</li> <li>- While meeting students at the start of the class</li> <li>- While escorting students out of the building</li> <li>- While issuing first aid</li> </ul> </li> <li>• As per the government guidelines PPE is not required by staff or students during training sessions as social distancing will be encouraged.</li> <li>• However, both staff and students may choose to wear PPE and will be supported in doing so if they choose.</li> </ul>	1	4	4	



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<i>Additional Documentation</i>							<i>Issue or version Date</i>		
<p><b>Notes</b></p> <p><b>LIKELIHOOD (L)</b> - Frequent (5), Probable (4), Occasional (3), Improbable (2), Remotely (1)    <b>SEVERITY (S)</b> – Catastrophic (5), Major (4), Reportable (3), Serious (2), Minor (1)</p> <p><b>DEGREE OF RISK (DR)</b> – Likelihood X Severity</p> <p><i>Residual Risk is the level of risk that remains after suitable and sufficient control measures are introduced</i></p>									
<b>Assessor Name</b>	Dr Richard Catterick				<b>Assessors Signature</b>	Dr Richard Catterick		<b>Date</b>	18 <sup>th</sup> August 2020