

BURNS SKILLS SCHOOL - COVID 19 RISK ASSESSMENT





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<p>- Contracting or spreading COVID 19 through improper sanitisation of equipment and failure to efficiently wash hands.</p>	<ul style="list-style-type: none"> - Pupils - Members of Staff - Coaches - Surrounding family members 	<ul style="list-style-type: none"> - Immediate washing of hands upon arrival at school. - Wearing of face mask upon entering school reception (at schools request.) - All parties strategically follow our COVID 19 guidelines on sanitising, washing and general hygiene. - Provide all parties with sanitisation stations. - Provide all parties with appropriate information on thorough sanitisation and washing of hands and equipment. - Adequate amount of sanitisation stations dependant on the amount of pupils and coaches in each session. - Individual labelled drink bottles and appropriate spacing at drinking stations. - Allowing 5 minutes at the end of sessions to sanitise ALL equipment effectively. - Extra bibs to ensure no cross contamination. - Extra cones to ensure no cross contamination. - Limited use of ball contact with hands throughout 	<ul style="list-style-type: none"> - Close monitoring and supervision to ensure the appropriate following of guidelines. - Regular breaks if necessary to allow for appropriate sanitisation. - Regular drink breaks to reduce risk of coughing. - Signage to remind pupils to wash their hands. - If washing of hands isn't practical, ensure appropriate signage and information is given on hand sanitisation. - Ensure replenishment of hand sanitisers. - Coaches ensure use of gloves during aiding with lace tying. If this is not possible, then appropriate sanitisation before and after the process. 	<ul style="list-style-type: none"> - Coaches - All pupils in attendance - Members of staff

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<p>- Contracting or spreading COVID 19 in high traffic areas throughout the school facilities such as, assembly halls, toilets, staff rooms, corridors.</p>	<ul style="list-style-type: none"> - Pupils - Members of Staff - Coaches - Surrounding family members 	<ul style="list-style-type: none"> - Follow Burns Skills School and School guidance on equipment sanitisation, social distancing and washing of hands. - Identify trigger areas in the facility and aim to avoid travelling through these areas in large numbers. - Where possible, coaching sessions to take place in a highly ventilated area, preferably outside. - All children to bring appropriate clothing within Burns Skills School guidance as sessions may have to take place in wet conditions outside. - On occasion where sessions take place inside, leave fire exit doors and windows open to provide appropriate ventilation. - Identify areas and surfaces that may be highly touched and ensure appropriate sanitisation. - Effective use of door stops to limit touch of door handles. - Regular washing or sanitisation of hands during sessions to avoid cross contamination. - Staggering toilet breaks and drinks breaks to limit the traffic in certain areas of the facility. - Provide appropriate spacing for personal belongings such school bags and coats. - Signage reminding appropriate parties of the importance of sanitisation and hand washing. 	<ul style="list-style-type: none"> - Put appropriate meeting and collection points in place with the school to ensure limited traffic through highly populated areas at key times. - Preferable meeting points outside, where appropriate ventilation is available. I.E playground or fire exit. - Regular liaison and reporting of any incidents throughout session to designated COVID officer or Principal. 	<ul style="list-style-type: none"> - Coaches - All pupils in attendance - Members of staff

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<ul style="list-style-type: none"> - Contracting or spreading COVID 19 through improper use of social distancing. 	<ul style="list-style-type: none"> - Pupils - Members of Staff - Coaches - Surrounding family members 	<ul style="list-style-type: none"> - Follow Burns Skills School and School guidance on equipment sanitisation, social distancing and washing of hands. - Following school guidance on specified group bubbles throughout session. - Staggering toilet breaks and drinks breaks to limit the contact time between pupils as much as possible. - Placing appropriate distance markers on floors during non contact sports. (Hip-Hop/ Gymnastics.) - Splitting area into appropriate zones and allocating a “coach zone” to limit coach-child and child-child contact. - During team sports, increasing the amount of sanitisation and hand washing breaks to reduce risk of contamination. - One child per bib throughout each session. - Reducing match times to limit contact time between children. - Improved ventilation throughout session. - Appropriate signage and information reminders of social distancing throughout session. 	<ul style="list-style-type: none"> - Put appropriate meeting and collection points in place with the school to ensure limited traffic through highly populated areas at key times. - Preferable meeting points outside, where appropriate ventilation is available. I.E playground or fire exit. - Regular liaison and reporting of any incidents throughout session to designated COVID officer or Principal. - Ensuring 	<ul style="list-style-type: none"> - Coaches - All pupils in attendance - Members of staff

<u>HAZARDS</u>	<u>WHO MIGHT BE HARMED?</u>	<u>CONTROL PROCEDURES</u>	<u>WHAT FURTHER ACTION IS REQUIRED?</u>	<u>WHO NEEDS TO CARRY OUT THE ACTION?</u>
<ul style="list-style-type: none"> - Contraction or spreading COVID 19 to vulnerable adults or pupils. 	<ul style="list-style-type: none"> - Pupils - Members of Staff - Coaches - Surrounding family members 	<ul style="list-style-type: none"> - Follow Burns Skills School and School guidance on equipment sanitisation, social distancing and washing of hands. - Reduce contact time in populated areas which vulnerable parties may travel through. - Appropriate social distancing and increased hand washing and sanitisation through greater populated areas. - Increased ventilation in greater populated areas. - Ensure no contact with any child or member of staff with symptoms. - Coaches must not enter school if they have any symptoms or feel unwell. - Strongly discourage vulnerable pupils or staff to attend areas where after school activities may be carried out during the time period of the activities for their own protection. 	<ul style="list-style-type: none"> - Appropriate information on Burns Skills School consent forms, accurately listing any physical health problems. - Ensuring members of staff alert coaches to any health issues or illnesses that may have been sustained during the school day. - Increased emphasis of social distancing, hand washing and sanitisation around any areas which may contain vulnerable adults and pupils. 	<ul style="list-style-type: none"> - Coaches - All pupils in attendance - Members of staff

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<ul style="list-style-type: none"> - Mental Health and Physical well being affected during prolonged isolation periods. Increased anxiety surrounding social interaction or COVID 19. 	<ul style="list-style-type: none"> - Pupils - Members of Staff - Coaches - Surrounding family members 	<ul style="list-style-type: none"> - Follow Burns Skills School and School guidance on equipment sanitisation, social distancing and washing of hands. - Allow pupils to have increased “free play” periods, where coaching time is actually reduced and creativity is encouraged. - Be a source of encouragement and positivity to the pupils and members of staff where possible. - Provide a listening ear to each pupil and allow them room to express concerns and difficulties. - Recognise possibility of increased physical and mental fatigue for pupils due to prolonged absence of physical activity. Allow regular rest periods and drink breaks. Use this time to socially interact with pupils. - Ensure sessions are inclusive and cover appropriate topics for all ability levels. - Keep sessions energetic and fun, allowing pupils to express themselves. 	<ul style="list-style-type: none"> - Ensure pupils understand that after school activities are for their enjoyment and are different to a classroom environment. - Be aware of increased anxiety and potential decreased attention span. - Assist and facilitate session to maximise pupil enjoyment. - Look to include their opinions and concerns within the session to show you value their input. - Aim to build trusting relationships where pupils feel comfortable in an after school club environment. 	<ul style="list-style-type: none"> - Coaches - All pupils in attendance - Members of staff



BURNS SKILLS SCHOOL COVID 19 SESSION GUIDANCE.



BURNS SKILLS SCHOOL – PARENT GUIDE

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PREPARING FOR SESSION



PLEASE READ THROUGH YOUR TEAM **RISK ASSESSMENT**.

SIGN THE TRAINING CONSENT FORM.

RETURN THE FORM TO YOUR COACH.



PLEASE READ THROUGH THE PARENT AND PLAYER GUIDANCE.

BEFORE SESSION



USE THE TOILET BEFORE LEAVING FOR TRAINING.



YOUR CHILD WILL NEED TO WEAR A CLEAN KIT.



YOUR CHILD WILL NEED THEIR OWN HAND SANITISER WITH THEIR NAME CLEARLY MARKED.



YOUR CHILD WILL NEED TO BRING THEIR OWN DRINK WITH THEIR NAME CLEARLY MARKED.



YOU AND YOUR CHILD SHOULD WASH YOUR HANDS WITH SOAP AND WATER (20 SECONDS) BEFORE LEAVING FOR TRAINING.



ONLY TRANSPORT MEMBERS OF YOUR HOUSEHOLD TO TRAINING.

TRY TO AVOID PUBLIC TRANSPORT (IF POSSIBLE)

ARRIVING AT SESSION



PLEASE ASK OR HELP YOUR CHILD TO TIE THEIR LACES BEFORE ENTERING THE VENUE.

YOU CHILD'S COACH IS THE LAST OPTION.



PLEASE WALK WITH YOUR CHILD TOWARDS YOUR COACH.

REMAIN A SAFE DISTANCE AWAY (5 -10 METRES).

WHEN YOUR COACH SEES YOU, YOUR CHILD WILL GET A THUMBS UP TO MOVE INTO THE 'SAFE AREA'.

DURING SESSION



3 STEPS

PLEASE OBSERVE THE SESSION FROM THE **'PARENT AREA'**.

ONE PARENT PER HUB UNLESS FROM THE SAME HOUSEHOLD.

REMAIN IN VIEW OF YOUR CHILD AT ALL TIMES.



IF YOUR CHILD REQUIRES BASIC FIRST AID TREATMENT THEY WILL BE SENT TO THE **'FIRST AID AREA'**.

A COACH MAY ATTEMPT TO GUIDE YOUR CHILD THROUGH THEIR TREATMENT, OR THEY MAY REQUIRE YOUR ASSISTANCE. THIS WILL BE INDICATED BY THE COACH.



IF YOUR CHILD HAS A SERIOUS INJURY, THE COACH WILL IMMEDIATELY SEND ALL ABLE PLAYERS TO THEIR 'SAFE AREAS'.

THE COACH WILL APPLY BASIC PPE (IF POSSIBLE) BEFORE ANY EMERGENCY TREATMENT.

PARENTAL SUPPORT WILL BE REQUIRED. DIAL 999

AFTER SESSION



YOUR CHILD WILL:

RETURN TO THEIR 'SAFE AREA'.

SANITISE HANDS

COLLECT THEIR BELONGINGS.



GIVE YOUR CHILD A 'THUMBS UP' TO SHOW YOU HAVE SEEN THEM AND ARE READY TO DEPART.

THE COACH WILL SEE THIS AND INDICATE THEY CAN LEAVE.

IF YOU URGENTLY NEED YOUR COACH AND CANNOT SAFELY GET TO THEM, GIVE THEM A CALL.



BURNS SKILLS SCHOOL – PLAYER GUIDE

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1. BEFORE SESSION



FEELING UNWELL?

SPEAK TO YOUR PARENT/CARER THEY KNOW THE SYMPTOMS TO LOOK FOR.



WEAR A CLEAN KIT



GO TO THE TOILET BEFORE ARRIVING AT THE SESSION.



BRING YOUR OWN (SMALL) HAND SANITISER.

PUT YOUR NAME ON IT.



BRING YOUR OWN WATER BOTTLE.

PUT YOUR NAME ON IT.



CONTINUE TO WASH YOUR HANDS WITH SOAP AND WATER (20 SECONDS) BEFORE LEAVING FOR TRAINING.



ONLY TRAVEL IN A VEHICLE WITH MEMBERS OF YOUR HOUSEHOLD.

TRY TO AVOID PUBLIC TRANSPORT (IF POSSIBLE)

2. ARRIVING AT SESSION



TIE YOUR LACES OR ASK A PARENT/CARER TO HELP.

YOUR COACH IS THE LAST OPTION.



GET A THUMBS UP FROM YOU COACH TO MOVE INTO THE 'SAFE AREA'.



PUT YOUR BELONGINGS IN YOUR 'SAFE AREA'.



APPLY SOME HAND SANITISER.



YOUR COACH WILL TELL YOU WHAT TO DO NEXT.

3. DURING SESSION



ONLY TOUCH EQUIPMENT WHEN ASKED.



REMAIN 3 STEPS APART FROM ANYONE ELSE.



COVER YOUR MOUTH AND NOSE WITH A TISSUE OR YOUR SLEEVE (**NOT YOUR HANDS**) WHEN YOU COUGH OR SNEEZE.



PUT YOUR TISSUE IN THE BIN IMMEDIATELY AND USE YOUR HAND SANITISER.



FIRST AID AREA

A COACH WILL TRY TO GUIDE YOU THROUGH YOUR OWN TREATMENT. THEY MAY ASK YOUR PARENT TO HELP YOU.

LIFE THREATENING OR SERIOUS INJURIES – COACH ACTS IMMEDIATELY.

4. AFTER SESSION



RETURN TO YOUR 'SAFE AREA' TO COLLECT YOUR BELONGINGS.



APPLY SOME HAND SANITISER.



GET A THUMBS UP FROM YOUR PARENT AND COACH BEFORE LEAVING THE 'SAFE AREA'.



BURNS SKILLS SCHOOL – COACH GUIDE

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1. BEFORE SESSION



WEAR A CLEAN KIT



BRING YOUR OWN (SMALL) HAND SANITISER AND A WATER BOTTLE.



COACHING EQUIPMENT



FIRST AID KIT INCLUDING BASIC PPE.



DISINFECTANT FOR USE PRIOR AND POST SESSION.



CONTINUE TO WASH YOUR HANDS WITH SOAP AND WATER (20 SECONDS) BEFORE LEAVING FOR TRAINING.

3. DURING SESSION



AS THE PLAYERS ARRIVE, DIRECT THEM TO THEIR 'SAFE AREA'.
LEAVE THEIR BELONGINGS HERE. SANITISE HANDS



TAKE A REGISTER OF ATTENDANCE FOR TEST AND TRACE PURPOSES.



EXPLAIN CLEARLY THE TASK AND CHECK THEIR UNDERSTANDING.

LET THEM BEGIN!



REMAIN 3 STEPS APART FROM ANYONE ELSE THROUGHOUT.

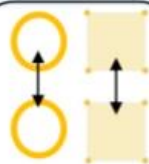
2. ARRIVAL AT SESSION



ASSESS THE AREA FOR POTENTIAL DANGERS, TAKING INTO ACCOUNT THE PREPARED **RISK ASSESSMENT**.



APPLY GLOVES AND BEGIN TO DISINFECT ALL EQUIPMENT TO BE USED PRIOR TO THE SESSION.



SET-UP PLAYER 'SAFE ZONES' USING HOOPS OR CONES. ENSURE THEY ARE 3 STEPS APART.



ORGANISE A CLEAR 'FIRST AID AREA'



ORGANISE A CLEAR 'PARENTS AREA'.



SET-UP AND ORGANISE THE SESSION.



SANITISE HANDS AND BE READY TO WELCOME THE PLAYERS WITH A 'THUMBS UP' AS THEY ARRIVE.

4. AFTER SESSION



ASK THE PLAYERS TO RETURN TO THEIR 'SAFE AREA'.

SANITISE HANDS
COLLECT BELONGINGS



OBSERVE FOR A PARENT GIVING THEIR CHILD A 'THUMBS UP' TO DEPART.



ONCE ALL PLAYERS HAVE LEFT.

DISINFECT EQUIPMENT POST SESSION.