

Date: 23/07/2020	Assessed by: Daniel Wilczynski	Review Date: 20/08/20*Or sooner if: There are reasons to			
		believe the assessment is no longer			
	Checked by:	valid. There are significant changes in			
	Lisa Darwin Katy Stockdale	the matters to which it relates			
	Katy Stockuale	following an accident or incident.			
Location and Task:		Relevant Standards:			
External centres and outdoor hire to o	perate Sport Camps.	Health and Safety at Work Act 1974 and supporting regulations including The Management of Health and Safety at Work Regulations 1999.			
Lindey Swifts ARLFC 230 Halifax Rd, Huddersfield HD3 3QL		Equality Act 2010.			
		Safeguarding statutory guidance 2015 and supporting guidance from Kirklees Council.			
		HGCT and Prime Contractor Policies.			
		HGCT Huddersfield Health and Safety policy 2019			
		HGCT Huddersfield Safeguarding for all policy 2019			
Scone of Dick Accessment:		Huddersfield Giants Community Trust Policies.			

#### Scope of Risk Assessment:

This risk assessment covers the activities undertaken by Huddersfield Giants Community Trust, the aim of this risk assessment is to provide an overall risk assessment in accordance to key activities for summer camps 2020 at venue Dewsbury Moor ARLFC 229 Heckmondwike Rd, Dewsbury WF13 3NU and Lindley Swifts ARLFC, 230 Halifax Road HD3 3QL.

Number and description of employees involved in the activities covered by this assessment:

Maximum capacity will be 8 HGCT employees.

Description of non-employees potentially at risk from the hazards identified within the assessment:

Participants of HGCT summer camps 2020

Visitors and contractors

Parents/guardians

And other members of the public

Government guidance and legislation in relation to COVID 19

https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-further-education-provision

https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities

https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-further-education-provision/maintaining-education-and-skills-training-provision-further-education-providers

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\_data/file/885631/Overview\_of\_scientific\_advice\_and\_information\_on\_coronavirus\_COVID19.pdf

https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation/guidance-for-phased-return-of-sport-and-recreation/guidance-for-phased-return-of-sport-and-recreation/guidance-for-phased-return-of-sport-and-recreation/guidance-for-phased-return-of-sport-and-recreation/guidance-for-phased-return-of-sport-and-recreation/guidance-for-phased-return-of-sport-and-recreation/guidan

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https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-for-and-childcar

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https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-coronavirus-covid-19

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https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june

https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/opening-schools-for-more-children-and-young-peopleinitial-planning-framework-for-schools-in-england

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https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings

https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation?utm\_source=586c784b-fae0-4b93-83c0-

f584f1aeecb5&utm\_medium=email&utm\_campaign=govuk-notifications&utm\_content=immediate

https://nya.org.uk/wp-content/uploads/2020/06/0877-NYA-Readiness-Toolkit.pdf

https://www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance

https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres

https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-thecoronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak#summer-provision

## **Risk Rating System**

Risks are rated (a) with existing control measures in place and (b) once additional recommendations are implemented. Severity and likelihood of harm are estimated.

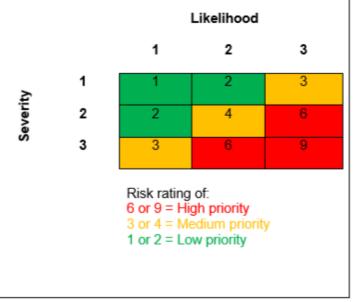
# Severity of harm most likely to arise from the hazard1= Minor or no injury2= Time lost injury3= Major injury or worse

## Likelihood of the potential incident:

1= Unlikely/Infrequent 2= Possible/Occasional 3=Likely/Frequent

## Risk Rating- Severity x Likelihood (as shown in the table on the right)

The priority of actions arising from the assessment depends on the overall risk rating.







	HGCT overview							
Hazard	Person (s) at risk	Existing measures to control risk	Risk Rating Severity x Likelihood	Readiness Level	Additional risk control measures required			
Workplace safety and becoming COVID secure	Employees Participants Visitors Volunteers Members of public	<ul> <li>Consider maximum occupancy levels to maintain social distancing regimes – The available space at each venue is also a factor.</li> <li>Capable of organising smaller delivery groups</li> <li>Careful consideration of which activities will take place</li> <li>Consistently keep small groups of employees and children together throughout the day and avoid large groups mixing.</li> <li>Able to ensure the same staff are assigned to consistent groups of children throughout and that the same groups are separated far apart at a consistent distance throughout camps.</li> <li>Able to arrange for staff and children to avoid working face to face (side to side or facing away are safer options).</li> </ul>	Medium		<ul> <li>Maximum 30 participants on camp site.</li> <li>10 children per delivery group plus 1 coach (3 groups in total) in outside areas.</li> <li>Staff members will be designated to a delivery age group prior to camp, this will be the same designated age group throughout all camps unless absolutely necessary for the health and safety of participants and other staff members.</li> <li>Staff are able to work at a distance from the participants due to large outdoor spaces and allocated social distancing zones at both venues.</li> <li>All activities will be designed to social distance (2m) where physically possible.</li> </ul>			





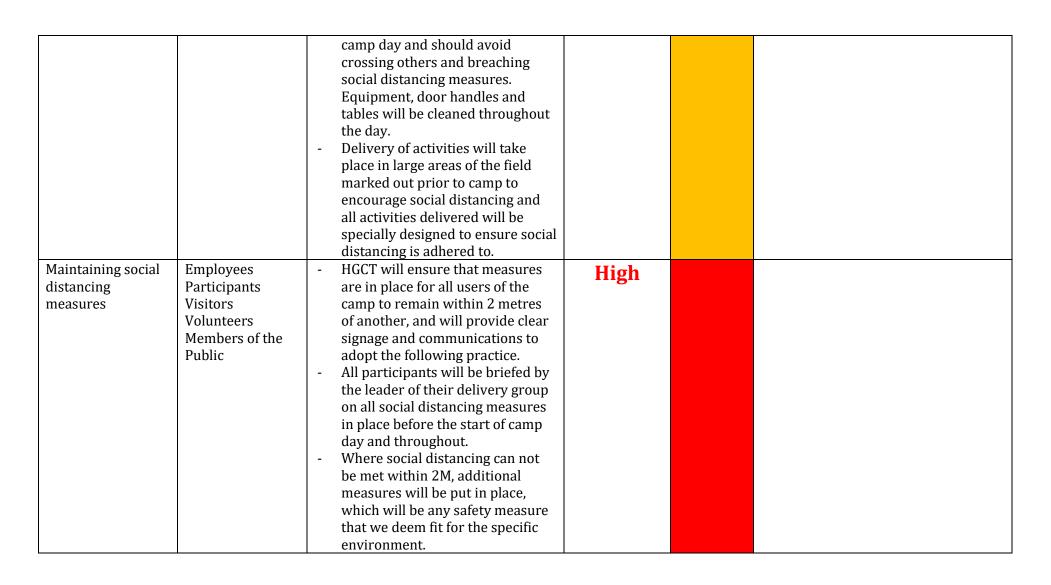
Handwashing, sanitizingEmployees Participants Visitors Volunteers Members of the Public	<ul> <li>Hand sanitizer stations will be available at several points at the venue.</li> <li>Signage and staff members will instruct and remind all to actively use this throughout points in the day, but ensure everyone has washed their hands or used hand sanitizer when entering and exiting the venue.</li> </ul>	Medium		<ul> <li>Large outdoor area should enable little or no mixing of groups and coaches per group.</li> <li>Signage for site to be put in place, 2metre markings in place for parents to que to drop off/collect.</li> <li>To minimise contact, one person only to attend to drop off/collect,</li> <li>Staff will only sign in/out their own delivery group.</li> <li>Parents are responsible for their own social distancing outside of the camp grounds.</li> <li>Parents asked not to enter camp site passed pick up/drop off areas.</li> <li>No parents/guardians will be able to stay on camp site between camp hours unless arrangement with staff has been made.</li> <li>Sanitiser points</li> <li>Point A – Registration- sign in/out</li> <li>Point B – Break area</li> <li>Point C – Activity area</li> <li>Point D – Allocated toilets</li> </ul>
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Facility cleaning and disinfectant	Employees Participants Visitors Volunteers Members of the Public	<ul> <li>HGCT will ensure delivery staff are trained to deliver frequent cleaning duties under the government guidance.</li> <li>HGCT will invest in a personal PPE equipment bag for each participant which will include cleaning equipment for all cleaning points.</li> <li>Touch points will be a focus and all staff will take an active lead in wiping surfaces, and specific areas they have used.</li> <li>Communal areas such as tables, door handles and equipment will be regularly cleaned and wiped down.</li> <li>HGCT will uphold a regular cleaning rota and implement spot checks.</li> </ul>	High	<ul> <li>Each staff member will have responsibility for their own delivery group and cleaning points.</li> <li>Cleaning points</li> <li>Point A – Registration to be cleaned down before and after use at the start and at the end of camp.</li> <li>Point B – Break area to be cleaned throughout the day before and after each use.</li> <li>Point C – Activity area and equipment used to be cleaned throughout the day before and after each use.</li> <li>Point D – Allocated toilet area to be cleaned down before and after each use.</li> <li>A cleaning check list with Date/Time/Signature will be at each point.</li> </ul>
Information sharing and communication	Employees Participants Visitors Volunteers Members of the public	<ul> <li>Any activity related to HGCT hold the responsibility to ensure all parents/ guardian and participants have received the correct information about changes to our service, and what is expected of them to ensure safety prior to programs starting.</li> <li>All participants signed onto camp will receive an email explaining</li> </ul>	Low	



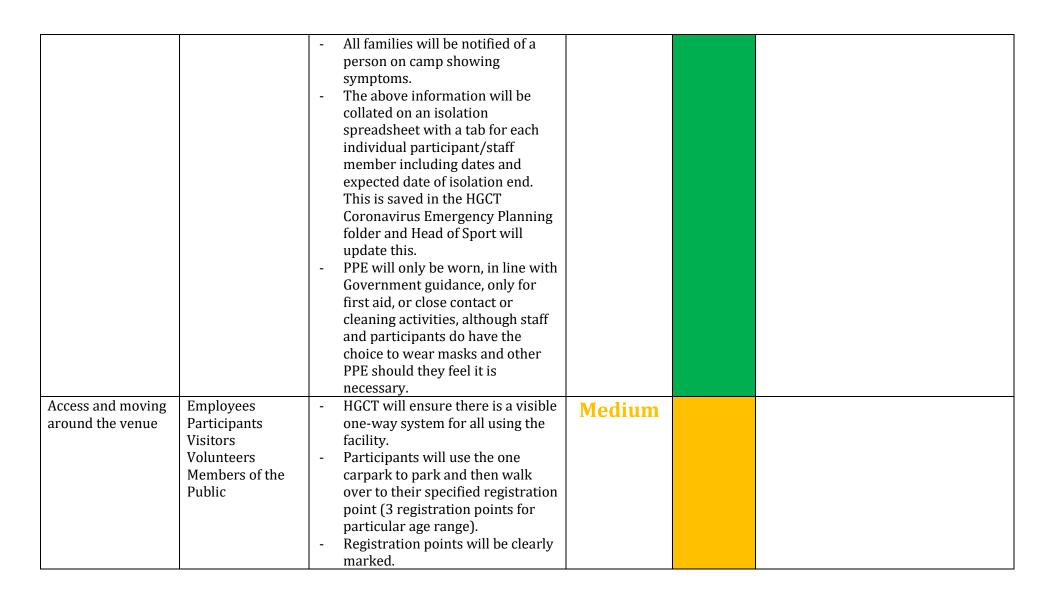
		expectations for camp and photo evidenced plans of the venue as to where to park and registration/collection points.		
Monitoring meeting areas such as common areas and activity areas.	Employees Participants Visitors Volunteers Members of the public	<ul> <li>Employees will have their own clear areas regarding their working space throughout the day, these areas should only be crossed should any person's health and safety be at risk.</li> <li>Marked areas for each coach and each delivery group across the field area will be clear for all and boundaries/groups should not be crossed/mixed without social distancing (2m) clearly in place and for health and safety reasons only.</li> <li>Staff and participants will be encouraged to bring their own food to work, and limit bringing food in from external services.</li> <li>Hand washing facilities will be available and clearly marked in all break areas (Gazebos), while taking into account social distancing where possible.</li> <li>Staff will be briefed on allocated toilet/drink and food times to limit movement throughout the</li> </ul>	Medium	



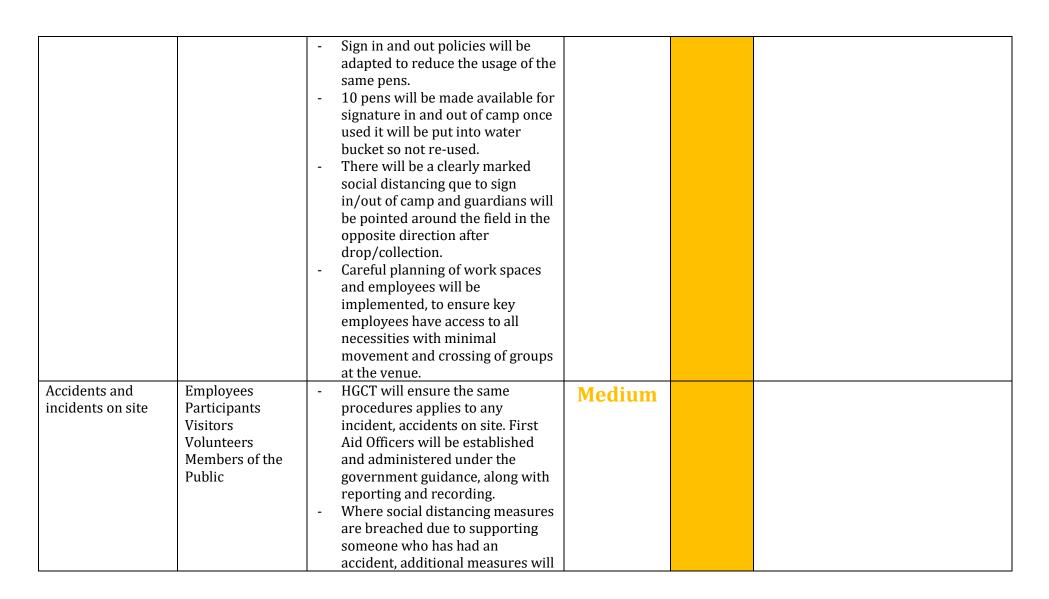




Staff and camp	Employees	- Every employee will be part of	<b>T</b> -		 
-	Employees		Low		
participants health		COVID secure training specific to			
and safety		there role at HGCT.			
		- Safety measures will be put into a			
		code of conduct and management			
		will oversee employees carrying			
		out the mandatory conduct in			
		accordance to the training and			
		position within the Trust.			
		<ul> <li>Non-contact role or directed to</li> </ul>			
		work from home. Flexible			
		working options are being			
		considered on an individual basis.			
		- Small delivery groups working to			
		limit staff & pupil contact with			
		others and enable rotation only			
		where absolutely necessary for			
		the safety of children.			
		- Should a staff member show			
		symptoms the staff member goes			
		home immediately and makes			
		arrangements for testing. Testing			
		organised locally using latest			
		guidance.			
		- Staff rota regularly updated.			
		- Any child showing symptoms			
		stays in a designated quarantine			
		area within each delivery area, as			
		per guidance, until collected by an			
		adult.			









Employees

Visitors

Public

Participants

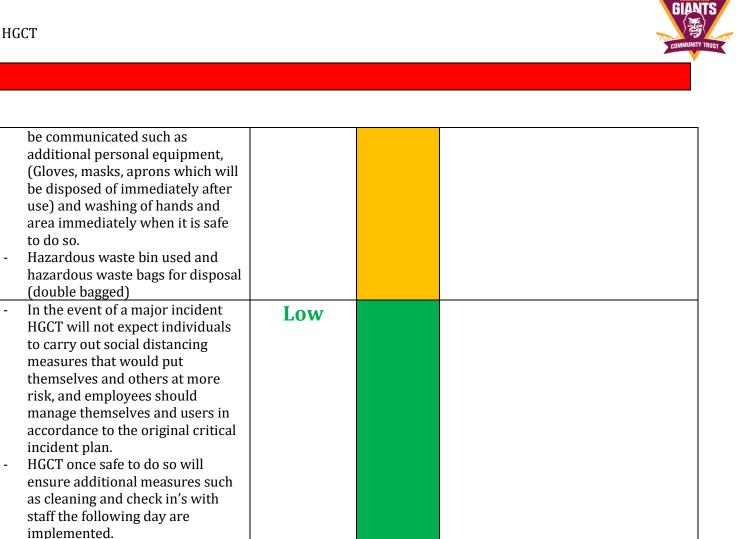
Volunteers Members of the

#### **COVID 19**

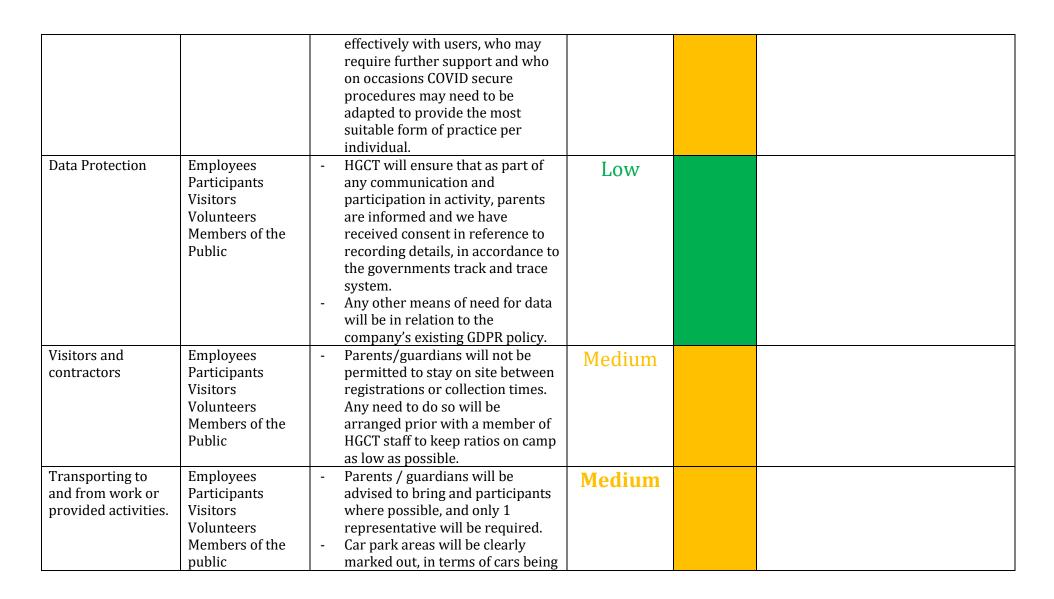
Major incidents and

fire evacuation

procedures.



		<ul> <li>HGCT once safe to do so will ensure additional measures such as cleaning and check in's with staff the following day are implemented.</li> </ul>		
Equality and Inclusion	Employees Participants Visitors Volunteers Members of the Public	<ul> <li>HGCT will ensure equality and diversity is a key factor in all provision under the original policy that stands in the company.</li> <li>When HOD are considering specific risk assessments they will ensure they have communicated</li> </ul>	Medium	



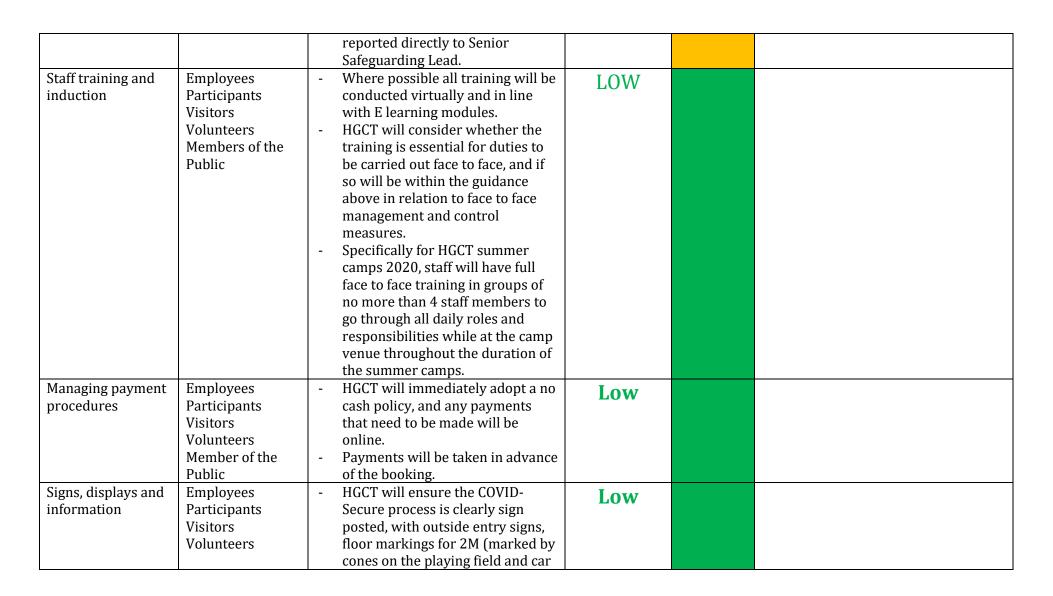




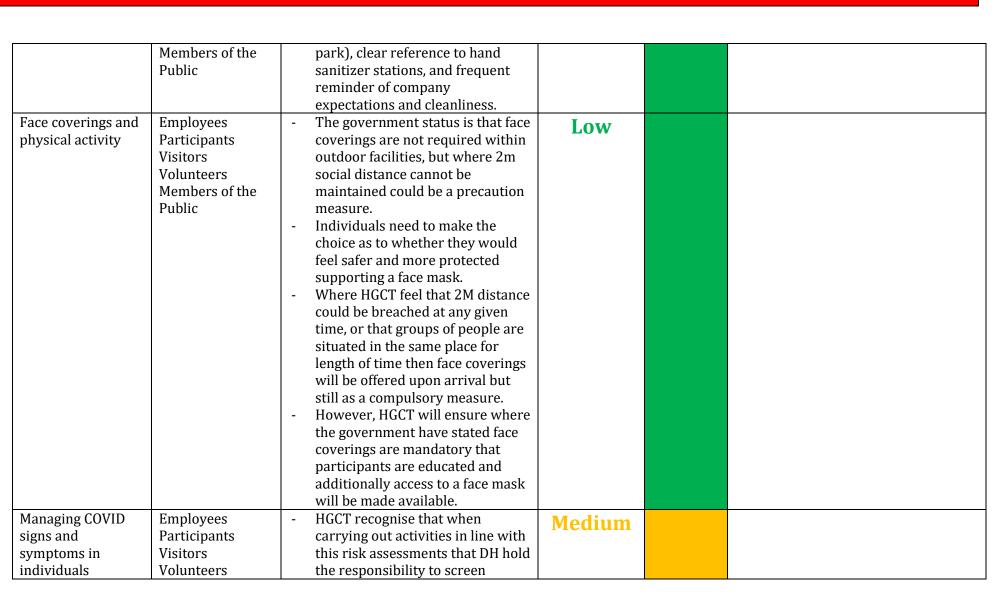
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		spaced out in accordance, and car			
		park management will be in			
		attendance to support.			
		<ul> <li>If a child/ YP is needing to use</li> </ul>			
		public transport then our			
		company will advise them on			
		mandatory precautions such as			
		face coverings, and thorough			
		cleanliness checks will be			
		obtained on arrival.			
First Aid	Employees	- HGCT will ensure that there is	Medium		
	Participants	a First Aid Officer in ratio of all			
	Visitors	delivery groups set up and			
	Volunteers	they have received the correct			
	Members of the	training in accordance to			
	Public	administering First Aid.			
		<ul> <li>First Aiders will be briefed by</li> </ul>			
		HGCT in regards to the revised			
		legislation when handling First			
		Aid under COVID-19 measures			
		as part of the HSE guidance.			
		- First Aid boxes and equipment			
		will be reviewed and assessed			
		in accordance to regulation			
		and where cleanliness is			
		required equipment will be			
		ordered to ensure members			
		work in such circumstances			
		can keep themselves and			
		others as safe as possible.			



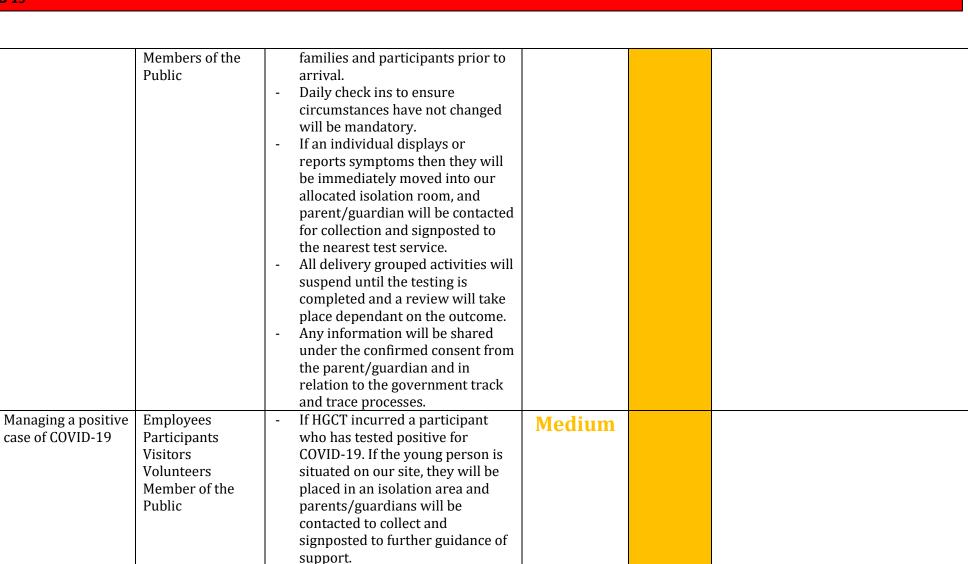
				r
		<ul> <li>Where applying first aid and</li> </ul>		ł
		breaking social distancing		l
		procedures is essential to do		ł
		so staff should use provided		
		gloves, masks and apron.		l
Welfare of	Participants	- HGCT will ensure the welfare of	Medium	
participants	-	participants is paramount, all	Meanum	
		workers and procedures will be		
		adhered to in the correct ways, to		
		reduce the risk of transmission.		
		- Communication and expectation		
		will support families prior to		
		participation.		
		- Daily check in's with young people		
		and parents/ guardians to ensure		
		there are no observational		
		changes will be paramount to		
		carrying out safe practice.		
Safeguarding	Employees	- HGCT will maintain all	Medium	l
0 0	Participants	Safeguarding practice and welfare	Meulum	ļ
	Visitors	for all participants and staff when		
	Volunteers	required under the HGCT		
	Members of the	safeguarding for all Policy.		I
	Public	- HGCT will consider additional		ł
		welfare options and support,		I
		considering the age range of some		I
		of our participants it may mean		I
		additional welfare needs to be put		I
		in place.		I
		- All safeguarding concerns or		ł
		disclosures will need to be		I
	1			1



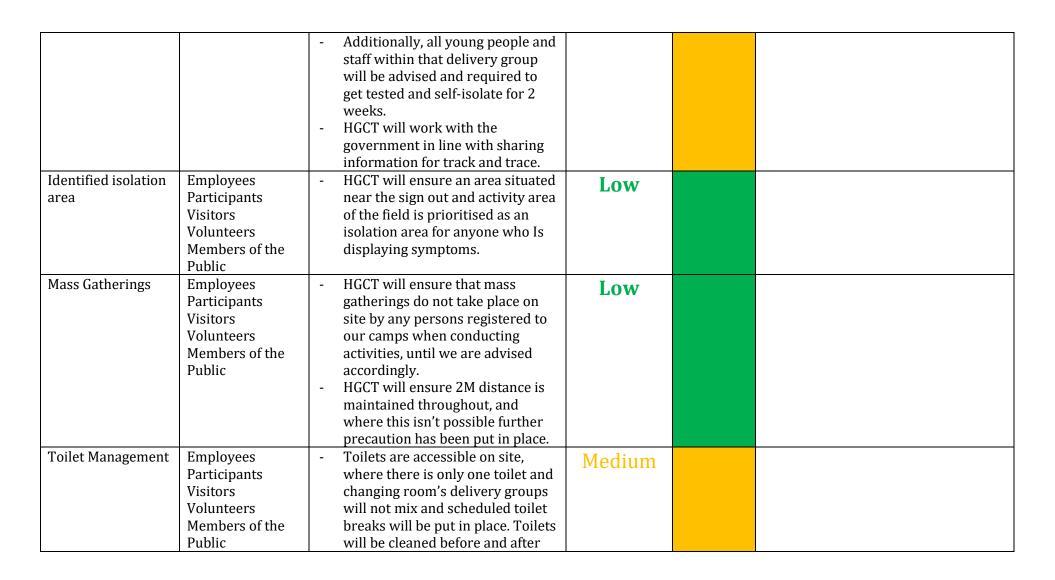




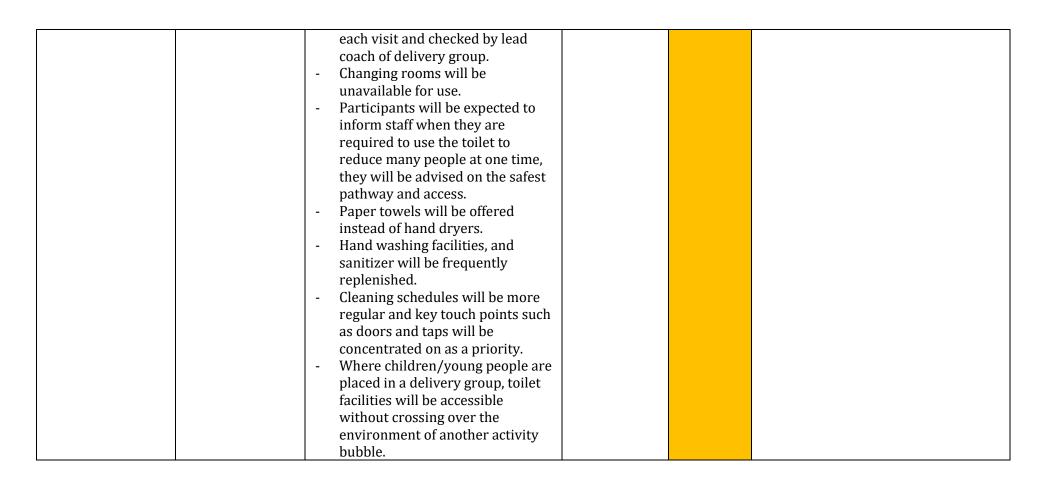












**Ongoing Monitoring/Management Required:** 



Weekly check in of risk assessment progress Monthly review of risk assessment in reference to COVID 19 and readiness status

Action Plan:				
Issue	Further Action Required	Action by Whom	Action by When	Initials & Dates completed

Record of review:							
Assessed by: Dan Wilczynski	Signature	Name:	Date:				
Checked by: Katy Stockdale	Signature	Name:	Date:				
	A						
Lisa Darwin							
Reviewed by: Dan Wilczynski	Signature	Name:	Date:				
	D. C.						

