## **Health & Safety Plan for Indoor Endorsed Activity and Return to Partnership Training from 18 September 2020 v2**

## **ActivityInformation**

|  |  |
| --- | --- |
| **Sport** | **Gymnastics** |
| **Discipline** | Acro |
| **Activity** | Indoor Training including Partnership Training |
| **Date** | From Friday 18 September 2020 |
| **Location** | Spirit Gymnastics Academy |
| **Activity Format** | Acrobatics Gymnastics Return to Training under COVID regulations |

## **Emergency Contacts**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title/Position** | **First Name** | **Surname** | **Phone No.** |
| Managing Director | Alastair | Haigh | 07535637944 |
| Head Coach | Amy | Moulton | 07479268826 |
| Operations Director | Gus | Carnie | 07982427904 |
| Financial Director | Sam | Carnie | 07803167030 |

## **Safety Induction**

A safety induction will be delivered to all coaches, participants and, where necessary, parents/carers on arrival to the activity. All participants and parents/carers will be briefed prior to the activity to ensure they understand the activity and expectations to keep everyone safe. Normal consideration should be applied to the attire and jewellery policy within this induction.

Gymnastics activity will only include that covered by British Gymnastics Guidelines for recommended activity.

## **First Aid**

During the activity, First Aid will be provided at Spirit Gymnastics Academy. It is the responsibility of the Level 2 Coach in charge to complete an accident form for any incidents which may occur during the activity.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SPIRIT GYMNASTICS ACADEMY RISK ASSESSMENT**  This Covid-19 specific risk assessment is for the return to gymnastics activity specifically for groups of gymnasts in identified disciplines/activities working in close proximity together within a recognised indoor training environment. | | | | |
| Risk Assessment Number: | Date of Assessment: | Additional Information check sheet/risk assessments required. | |  |
| Team Sport Framework Action Plan Risk Assessment 01 | 18/09/2020 | Substances Hazardous to Health: | ☐ |
| Manual Handling: | ☐ |
| Task / Work Activity / Work Area Assessed: | Assessment carried out by: | Display Screen Equipment: | ☐ |
| Pair & Group Gymnastics Activity:  Acrobatic | British Gymnastics Step  Forward Plan Team Sport  Framework working group and approved by Step Forward  Project Board  Mr Gus Carnie – SGA Operations Director | New and Expectant Mothers: | ☐ |
| Young Persons: | ☒ |
| Covid-19: | ☒ |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | | |  |  | | Risk Rating System | | |  |  | |  | | |  |
|  | Worse Case Outcome | | |  |  |  | Likelihood | | |  |  |  | Risk Rating (Outcome x Likelihood) | | |  |
| 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | Low |  | Medium |  | High |
| No  injury | Minor injury | Lost time injury | Severe injury | Fatality | Remote | Unlikely | Likely | Very Likely | Certain | 1 – 4 |  | 5 – 12 |  | 13 – 25 |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What are the hazards? | Who might be harmed and how? | What are you already doing? | Outcome | Likelihood | | Risk Rating | | Action by whom? | Action by when? | Date  Done |
| Coach misconduct or failure to follow Government Guidelines | Participants, coaches, parents/guardians.  Risk of catching or spreading COVID-19. | * All Coaches briefed and understand the Government Guidelines and British Gymnastics directive for coaching in the gym environment * Ratios of coaches/ supervisory adults and participants meets the Government Guidelines * Social distancing will always continue to be the expectation * Hand sanitiser will always be available * Ensuring that there is no swapping between designated ‘bubbles’. Once an activity group has been set up, they will remain in this group. Any essential ‘swapping’ will be meticulously recorded, including the coach in charge of each group. This is to reduce the risk of spreading in the event of a participant or coach contracting COVID-19 * All participants and coaches should adhere to government rules on social distancing when travelling to and from the activity and should not come within the 2m social distancing (reduced to 1m with enhanced measures) range of anyone outside their household whilst travelling to and from the activity | 5 | 2 | MED | |  | |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What are the hazards? | Who might be harmed and how? | What are you already doing? | Outcome | Likelihood | Risk Rating | | Action by whom? | Action by when? | Date  Done |
| Participant misbehaviour,  misconduct or failure to follow Government Guidelines | Participants and coach’s risk of catching or spreading Covid-19. | * The coach to gymnast ratio follows Government Guidelines * All participants and parents briefed on activity, parameters and Government Guidelines. * Social Distancing measures always in place * Hand sanitiser always available. | 5 | 1 | LOW |  | |  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What are the hazards? | Who might be harmed and how? | What are you already doing? | Outcome | Likelihood | Risk Rating | Action by whom? | Action by when? | Date  Done |
| Injury | Participants.  Gymnastics activity, although managed, could lead to accidental injury. | * Up to date medical information obtained for all participants taking part in activity. Coach to be responsible for individual medical needs. * Suitable supervision to meet participant needs. * Written parental consent of medical administration if needed/required (BG Membership). * First Aid available at Spirit Gymnastics Academy. * First aiders to familiarise themselves with the symptoms of Covid-19. * First aid equipment to be checked and additional nitrile gloved and sanitizer to be made available. * First aiders to try and maintain social distancing measures, where treatment of a injured person doesn’t allow this, in an emergency, for example, a serious accident, people do not have to stay 2m apart if it would be unsafe to do so. * People involved in the provision of assistance to others should pay particular attention to sanitation measures immediately afterwards, including washing hands. * Only follow British Gymnastics guidance for endorsed activity, ensuring activity choices are made to minimise the injury and illness risk/NHS burden as a priority consideration. * Ensuring local emergency medical cover/assistance can be accessed in the event of a potential life or limb threatening injury requiring immediate extrication and urgent medical care or hospitalisation. | 5 | 2 | MED | Ensure access to BG Club Database for all gymnasts taking part | 23 Jun 20 |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What are the hazards? | Who might be harmed and how? | What are you already doing? | Outcome | Likelihood | Risk Rating | Action by whom? | Action by when? | Date  Done |
| Safeguarding | Coaches and Participants. | * Ensure there are always 2 adults present in a supervisory capacity. 1 coach and 1 supervisory adult for an activity group of 5 participants. * These adults should always have sight of the activity. * The lead coach will be DBS checked and have an up to date Safeguarding training. | 4 | 1 | LOW |  |  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What are the hazards? | Who might be harmed and how? | What are you already doing? | Outcome | Likelihood | Risk Rating | Action by whom? | Action by when? | Date  Done |
| Slips, trips and falls | Participants and  Coaches.  Injury through accident. | * Coach to complete visual inspection of activity area for potential hazards. * Hazards to be removed by Coach in preparation for the activity, if safe to do so. * If hazards are uncontrollable or unable to be removed, activity will be postponed or cancelled. * Other coaches/supervisory adults briefed on arrival of any hazards and establish any necessary rules about hazards. * Plan in place which details action to be taken by coach and participants if a hazard appears or begins during the activity. * Hazards could include, but are not limited to: * Broken equipment * Damage to building * Broken toilet facilities | 3 | 2 | LOW |  |  |  |
| What are the hazards? | Who might be harmed and how? | What are you already doing? | Outcome | Likelihood | Risk Rating | Action by whom? | Action by when? | Date  Done |
| Road safety | Participants.  Injury through accident (whilst conducting social distancing before entering the gym). | * If there is a road or car park nearby, coaches to set rules and ensure safety of participants. * Ensure all gymnasts understand the dangers outside the gym. * Clearly communicate these to participants and where necessary, parents prior to activity and reinforce on arrival. | 4 | 1 | LOW |  |  |  |
| Hydration | Participants, Coaches  Cross Contamination  De-hydration | * Participants to have their own source of hydration in a sealed bottle. * No sharing of water bottles will be allowed. | 3 | 1 | LOW |  |  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| What are the hazards? | Who might be harmed and how? | What are you already doing? | Outcome | Likelihood | Risk Rating | Action by whom? | Action by when? | Date  Done |
| Clinically or Extremely Vulnerable participants | Death  Serious ill health  Infecting or transmitting the virus to others | * Participants or coaches deemed ‘clinically extremely vulnerable’ should continue to follow government advice. * Clinically extremely vulnerable individuals or those continuing to live with anyone deemed clinically extremely vulnerable should follow current government advice. | 5 | 1 | LOW |  |  |  |
| Use of equipment/  apparatus | Death  Serious ill health  Infecting or transmitting the virus to others | * Matting may be required if endorsed activity requires a soft surface. * Cleaning schedule in place including but not limited to:   + Hand apparatus such as balls, hoops, beanbags   + Matting (floor and crash mats)   + Coaching Blocks   + Vault/springboards   + Trampoline * Clean as you go policy in place which all coaches and participants are made aware of in preparation for their activity. * Equipment cleaned after each activity session. | 5 | 1 | LOW |  |  |  |
| Returning to activity/  coaching after isolation. | Death  Serious ill health  Infecting or transmitting the virus to others | * Coaches or participants who are returning to activity from isolation due to suspected or confirmed cases of COVID-19 or other COVID-19 related reasons should be medically assessed prior to return to ensure it is safe for them to return to physical activity. | 5 | 1 | LOW |  |  |  |
| Partnership Training | Death  Serious ill health  Infecting or transmitting the virus to others | * All gymnasts working in group and team activities MUST adhere to government guidance externally to the gymnastics setting, following all social distancing controls in public settings and adhering to the relevant current guidance within households or social interactions and self-isolation periods following travel abroad. * Social distancing should be maintained between all users of facilities including individuals, groups\*, teams\* and coaches unless users come from the same household or to manage needs on account of a disability or specific additional need when additional mitigation to reduce transmission risk will be essential.\*Unless working on specific team/group activities in the identified disciplines. * Gymnastics delivery providers wishing to resume pair and group work (in teams) within the identified disciplines/activities must be operational for a minimum of two weeks maintaining Covid-19 secure measures prior to beginning team activities. * All individual gymnasts must train independently for a minimum of two weeks before working in a pair and/or group. * Communicate and make available all plans regarding the resumption of teamwork activities: * Make available the relevant outcomes of risk assessments and agree procedures and actions with staff, coaches, volunteers, gymnasts and parents/guardians. . * Keep all members and the local gymnastics community aware of club activity and adherence to very strict control measures. * Personal belongings should be suitably stored to ensure multiple people are not making physical contact with other’s belongings. Social distancing must be maintained when depositing or gathering personal belongings. * Before & after working in pairs and groups gymnasts must follow good hand hygiene practices. * Initial pairs and groups can be ascertained by controlling a group of a maximum of eight gymnasts that have close-proximity contact with each other when working specifically on the identified pair and group activities. * All gymnasts should be assigned a fixed partnership and/or group to allow close contact activities. The pairs and groups should be pre-defined to reduce the number of contacts any one person has. * All gymnasts and coaches to be educated on the importance of staying with their fixed pairs or groups and ONLY performing identified activities. * Keep a clear record for 21 days for NHS Test and Trace purposes of all pairs and groups. * When not working specifically on team or group activity within the identified disciplines, fixed pairs and groups of gymnasts must then continue to adhere to social distancing and all other guidance. * Physical contact should be avoided throughout the session whilst not working in identified activities. Planning should be sensitive to only allow working in close-proximity for the necessary length of time. * Avoid unpredictable activities where contact might be unavoidable. Coaches should plan suitable sessions to the level of ability of gymnasts. Activity planned and delivered should be appropriate for socially distanced coaching. * *Social distancing must always be adhered to with no permitted contact between coaches and gymnasts.* * Any participants (coaches and gymnasts) not actively taking part in pair/group work must maintain social distancing, including in any communal areas/break out spaces. * No sharing of personal belongings e.g. water bottles, towels, clothing. * For identified teamwork disciplines and specific teamwork activities– where hand-held equipment needs to be transferred for skill development or routine completion, clubs should ensure that the equipment is sanitised frequently and not shared between different groups. Gymnasts should wash or sanitise their hands regularly when sharing equipment in permitted activities. * Hand-held personal equipment for personal use must not be shared. Each gymnast must have their own equipment (blocks, conditioning aids including ankle weights, elastic bands, rollers etc). * Abide by local health authority guidance and if required liaise directly to ensure compliance. * Venue capacity and group size must be calculated and controlled to safely allow operation under the current government guidance. * All clubs, coaches and gymnasts must abide by the Code of Behaviour which supports the return to close contact for the identified disciplines and activities. * All unnecessary activities (group briefings in person etc) are to be avoided, inclusive of social activities * Following an initial period where pairs and groups are identified; If pairs and/or groups require changes, coaches must implement a period of two weeks individual working to reduce the risk of transmission associated with a new partnership/group or another suitable control measure. | 5 | 1 | LOW |  |  |  |