



## Welsh Gymnastics

# Team Sport Framework Risk Assessment

Version 1 – 29.03.21

*This sample Team Sport Framework risk assessment form may be used for your guidance. This is a sample only and is not an exhaustive list. All controls within the Team Sport Framework Action Plan must be included in order to meet the Welsh Government Guidelines and approved measures to allow pair and group work to resume safely.*

Clubs and recognised partners providing gymnastics provision must only return to delivering activity specifically for pairs and groups of gymnasts working within close-proximity of each other when they have the appropriate safeguards and control measures in place as stipulated by Welsh and British Gymnastics through the Team Sport Framework Action Plan.

Organisations delivering gymnastics have a responsibility and are expected to:

- Follow all national and local government guidance and adhere to best practice as outlined within the Welsh Government Return to Sport Guidelines and all other relevant guidance specific to circumstance.
- Adhere to all transmission mitigating control measures required as stipulated within the Welsh and British Gymnastics Team Sport Framework Action Plan
- Educate staff and gymnasts (and their parents/guardians) in the required practices and controls as indicated within this risk assessment and keep appropriate records for the NHS Test and Trace system.
- Ensure all gymnasts opt into an agreement to resume working in pairs and groups, and they understand their responsibilities and abide by all control measures as outlines within the Welsh and British Gymnastics Team Sport Framework Action Plan.

British Gymnastics has developed the following Risk Assessment. This specifies appropriate control measures (to reduce the risk of the transmission or contraction of Covid-19) for providers delivering activity specifically for pairs and groups of gymnasts working within close-proximity of each other.

Covid-19 risk assessments include the reasonable steps you will need to take to protect your workforce and members. Recording the risks associated with restarting the delivery of activity specifically for pairs and groups of gymnasts working within close-proximity of each other will help you understand what control measures you need to do put in place to protect people from harm.

This Risk Assessment must be utilised to inform a delivery organisation's own Risk Assessment(s) to both increase the rigor of control measures and corroborate existing control measures for gymnastics venues. This must be read in conjunction with the Welsh and British Gymnastics Team Sport Framework Action Plan and Code of Behaviour for holistic understanding.

If you would like any further information or support, you can access expert Health and Safety support from our partner, Agility Risk & Compliance Ltd (Agility) through the British Gymnastics dedicated helpline: **01527 571 612**.

Using our dedicated helpline, Agility can offer you support and guidance in response to any queries you may have around this area. Any additional support can also be sought from the dedicated team at Agility, but you may be charged separately. This line is open Monday to Friday from 8.30am – 5pm.

There is an after hours' service via a mobile number provided at the time of calling. Alternatively, you can email your query to: **[bg.hs.advice@agilityrac.com](mailto:bg.hs.advice@agilityrac.com)**

If you require any further advice or support you can contact:

#### **Wales**

Club Development Officers on [development@welshgymnastics.org](mailto:development@welshgymnastics.org)

#### **PLEASE NOTE**

**This document is for guidance purposes only and may be updated when there is any further specific information released from the government about the sports sector and a phased return to activity. At the time of publishing, the Department for Digital, Culture, Media & Sport (DCMS) have approved the British Gymnastics Team Sport Framework Action Plan which included a comprehensive risk assessment. This allows gymnastics delivery providers to adopt the controls as outlined within the Action Plan and resume delivery of pair and group close-proximity interaction within identified disciplines and activities. This document includes information to support British Gymnastics clubs and partners on their journey in taking the necessary steps to a resuming the delivery of pair and group gymnastics.**

This sample risk assessment may be used for your guidance. **This is a sample ONLY and is not an exhaustive list.**

## British Gymnastics Team Sport Framework Action Plan [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.

**Clubs wishing to return to conducting close proximity group activity (in identified disciplines/activities only) must comply with all mitigating actions (or equivalent) to reduce the overall risk of transmission within the gymnastics environment.**

Risk Assessment Number:	Date of Assessment:	Additional Information check sheet/risk assessments required.		
Team Sport Framework Action Plan Risk Assessment	14/08/2020	Substances Hazardous to Health:	<input type="checkbox"/>	
		Manual Handling:	<input type="checkbox"/>	
Task / Work Activity / Work Area Assessed:	Assessment carried out by:	Display Screen Equipment:	<input type="checkbox"/>	
Pair & Group Gymnastics Activity: Acrobatic, Aerobic, GfA – Festival/Display, Rhythmic, TeamGym	British Gymnastics Step Forward Plan Team Sport Framework working group and approved by Step Forward Project Board	New and Expectant Mothers:	<input type="checkbox"/>	
		Young Persons:	<input checked="" type="checkbox"/>	
		Covid-19:	<input checked="" type="checkbox"/>	

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

Persons affected by the Activity	Identified Hazards	Control Measures Already in Place (Use imagery where required)	Outcome	Likelihood	Risk Rating	Further action required? Yes/No
<b>Activity: Re-opening gymnastics venues</b> (for activity providers) in-line with Covid-19 Government requirements for <b>logistics and general operations, cleaning, hygiene &amp; medical provision</b>						
1.0 Gymnasts, Coaches & Staff	<p>Returning to training after a prolonged period away from team work activity</p> <p>Injury as a result of not having worked together for a prolonged period:</p> <ul style="list-style-type: none"> <li>• Reduced fitness levels</li> <li>• Mental preparation</li> </ul> <p>Getting or spreading Coronavirus</p>	<p>1.1 New training plans established to include programming that support all activity groups considering fitness, flexibility, conditioning, and safe progressions in the reintroduction of pair and group work.</p> <p>1.2 Training plan agreed with coaches and regular meetings scheduled to reflect and adapt safe and progressive planning to support the gymnast's ability levels and reintroduction back to pair and group work.</p> <p>1.3 Meet with coaching teams to discuss the progressive return to pair and group work adopting a phased approach to the relearning of skills and sequences safely.</p> <p>1.4 Staff trained to recognise Covid-19 symptoms and follow the correct procedure if identified.</p> <p>1.5 Anyone showing symptoms are sent home for isolation and follow the NHS 'Test and Trace' system.</p> <p>1.6 Covid-19 signage is displayed including promotion of good hygiene and social distancing practice.</p> <p>1.7 Re-inductions for gymnasts and coaches to update them on the operational logistics and new increased hygiene measures.</p> <p>1.8 All gymnasts are made aware of the increase in transmission risk associated with the return to pair and group work. Clubs and coaches must make all gymnasts aware that they are opting into any activities related to the return to pair and group work and that they can withdraw at any time.</p>	5	2	10	

		<p>1.9 Adherence to Governmental guidance relating to household members and isolation if symptoms are showing.</p> <p>1.10 Clubs remain committed to inclusion by following all prior points and the following:</p> <p>1.10.1 Communication with parents/carers regarding information on pair and group work and additional control measures required.</p> <p>1.10.2 Plan to include parents/carers in venue capacity if gymnasts require support.</p> <p>1.10.3 Plan orientation briefings to help plan re-integration back into gymnastics through specific training and timetabling</p>				
2.0 Staff	<p>Returning to work and activity specifically involving pairs and groups of gymnasts working closely together after a prolonged period away</p> <p>Injury as a result of:</p> <ul style="list-style-type: none"> <li>• Recovery from illness</li> <li>• Mental aptitude</li> <li>• Change in health</li> </ul> <p>Getting or spreading Coronavirus</p>	<p>2.1 Staff training, meeting and return to work interviews / inductions specific to pair and group work and the controls required for the resumption of such activity.</p> <p>2.2. Staff workshops within the gymnastics environment to remind of safe progressive skill development and new training programmes specific to pair and group work.</p> <p>2.3. Training on new operational policy and procedures to include adherence to social distancing and where the resumption of teamwork within identified activities/disciplines allows for a relaxation in social distancing specific to the task/activity.</p> <p>2.4. Training in relation to cleaning and hygiene specific to group activity and shared hand-held equipment.</p>	5	2	10	
3.0 Staff Children Gymnasts	<p>Common areas</p> <p>Including entrance, exit, viewing gallery, toilets</p>	<p>3.1 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.</p> <p>3.2 Social distancing markers, signage and layout prepared</p>	5	2	10	Y

Parents/carers	Getting or spreading Coronavirus	<p>and utilised on site.</p> <p>3.3 Viewing galleries and areas temporarily closed unless spectating is managed and social distancing is maintained.</p> <p>3.4 Clubs must set clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved. A visible and up-to-date cleaning schedule is required in key locations.</p> <p>3.5 Gymnasts encouraged to arrive prepared. The use of changing facilities and showers should be avoided although must be made available for participants with disabilities or with specific additional needs.</p> <p>3.6 Guidance provided to members for a staggered timetable to support entry and exit to building</p> <p>3.7 Define walkways into and out of the building using appropriate signage.</p> <p>3.8 Define walkways into, out of and around the gym, and ensure everyone understands them.</p> <p>3.9 Implement one-way systems or appropriate safeguards to ensure social distancing can be adhered to</p> <p>3.10 Clearly allocate and communicate designated arrival and departure times to avoid large numbers of people congregating at cross over times.</p> <p>3.11 Keep updated with latest government guidance and receptive to action required changes.</p> <p>3.12 Increased hygiene procedures.</p> <p>3.13 Physical guards and screening in situations with increased likelihood of face to face contact including office and reception.</p> <p>3.14 All equipment cleaned with a suitable cleaning product.</p> <p>3.15 Implement regular cleaning and increased hygiene procedures for equipment &amp; facility usage in line with out of health care settings government guidelines.</p> <p>3.16 High touch areas cleaned regularly throughout the day in line with guidance.</p>				
----------------	----------------------------------	--	--	--	--	--

		<p>3.17 Social distancing should be maintained between all users of facilities including individuals, groups*, teams*, teachers, trainers 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 teamwork activities in identified disciplines.</p> <p>3.18 Scrutinise waste disposal processes and procedure to ensure risk of transmission is reduced through the appropriate use of PPE and safe hygiene practices.</p>				
<p>4.0 Staff Parents/Carers Children Gymnasts</p>	<p>High touch surface areas – Gymnastic equipment specific</p> <p>Getting or spreading Coronavirus</p>	<p>4.1 Implement regular cleaning and increased hygiene procedures for equipment &amp; facility usage in line with out of health care settings government guidelines.</p> <p>4.2 All equipment cleaned with a suitable cleaning product.</p> <p>4.3 Cleaning rotas in place throughout each day and week to ensure the regular cleaning and deep cleaning of facility and equipment. High touch areas cleaned regularly throughout the day.</p> <p>4.4 Review the use of hand equipment with the associated cleaning needs and risks according to the materials they are made of and any cleaning related instructions. Where possible plan to prioritise apparatus free activities or activities with wooden or plastic equipment (e.g.) blocks that can be easily sanitised.</p> <p>4.5 Hand-held equipment and personal equipment must not be shared. Each gymnast must have their own equipment (rhythmic apparatus, conditioning aids including ankle weights, elastic bands, rollers etc).</p> <p>4.6 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</p>	5	2	10	

		<p>between different groups. Gymnasts should wash or sanitise their hands regularly when sharing equipment in permitted activities.</p> <p>4.7 Gymnasts and coaches should be discouraged from touching their face, mouth, nose or eyes and practice good hand hygiene.</p> <p>4.8 All gymnasts and coaches should wash/sanitise their hands before, during and after sessions. Where possible, gymnasts should provide their own hand sanitiser.</p> <p>4.9 Hand sanitiser should be used at all breaks in training and before and after consuming any food or drinks. Food and drink must not be shared, including their containers/bottles.</p> <p>4.10 Personal equipment e.g. chalk/training aids are taken home after each session and not left in the gym due to the risk of transmission.</p> <p>4.11 Remove communal chalk bowls, gymnasts should use their own chalk, in a clearly labelled container and not share the chalk with anybody else.</p>				
<p>5.0</p> <p>Staff</p> <p>Parents/Carers</p> <p>Children</p> <p>Gymnasts</p>	<p>Getting or spreading Coronavirus through close contact with others within the indoor sporting environment.</p>	<p>5.1 Encourage good hygiene practices throughout the sessions and across the facility.</p> <p>5.2 Tissues and bins available.</p> <p>5.3 Hand wash/sanitiser stations placed at different points around the facility.</p> <p>5.4 Bins emptied regularly as part of cleaning schedules.</p> <p>5.5 Signage around the facility to promote good hygiene and social distancing reminders.</p> <p>5.6 Support younger members in the education of how to follow good hygiene procedures.</p>	5	2	10	N

<p>6.0</p> <p>Staff Parents/Carers Children Gymnasts</p>	<p>A person showing potential symptoms of Coronavirus</p> <p>Getting or spreading Coronavirus</p>	<p>6.1 Staff trained to identify the symptoms of Covid-19 and process for minimising the risk of transmission. Ventilated room identified as isolation room (for suspected cases) whilst parent arrives to collect. Policy in place for this eventuality and staff trained.</p> <p>6.2 PPE provided for the purpose of cleaning and first aid.</p> <p>6.3 Adherence to Governmental guidance relating to household members and isolation if symptoms are showing.</p>	<p>5</p>	<p>2</p>	<p>10</p>	<p>N</p>
<p>7.0</p> <p>Staff Parents/Carers Children Gymnasts</p>	<p>Emergency incidents/application e.g. First Aid etc.</p> <p>Getting or spreading coronavirus</p>	<p>7.1 First aiders should familiarise themselves with the symptoms of Covid-19 and ensure that PPE (a fluid repellent mask, gloves and aprons) is well stocked and they are up to date with current best practices.</p> <p>7.2 Where possible first aiders should maintain social distancing measures, where treatment of an injured person allows this, however in an emergency, close contact is permitted to administer first aid treatment.</p> <p>7.3 First aid risk assessment completed</p> <p>7.4 After treating an injured participant, first aiders and individuals administering treatment should clean their hands thoroughly with soap and water or alcohol hand sanitiser at the earliest opportunity. Those performing first aid should avoid touching their mouth, eyes and nose.</p> <p>7.5 Where minor symptoms shown in future days to instantly raise alert and get tested using Government guidance.</p>	<p>5</p>	<p>2</p>	<p>10</p>	<p>N</p>
<p><b>Activity:</b> Resuming gymnastics delivery within identified teamwork disciplines and activities in-line with Covid-19 Government requirements</p>						

<p>8.0 Gymnasts working in groups</p>	<p>Getting or spreading the Coronavirus due to working in close proximity with pairs and groups:</p> <p>All pair and group work in the identified disciplines is likely to involve direct physical contact between participant gymnasts through choreography, dynamic and balance work. This will include hand to hand, hand to head and hand to feet type contact.</p> <p>Acrobatic Gymnastics:</p> <ul style="list-style-type: none"> <li>• Hand to hand contact</li> <li>• Hand to foot contact</li> <li>• Face to face proximity</li> <li>• Prolonged (3+secs) balancing and dynamic work</li> <li>• Face to face proximity in choreography</li> </ul> <p>Aerobic Gymnastics:</p> <ul style="list-style-type: none"> <li>• Hand to hand contact</li> <li>• Face to face proximity</li> <li>• Prolonged (3+ secs) lifts and dynamic work</li> <li>• Face to face proximity in choreography</li> </ul> <p>Rhythmic Gymnastics:</p>	<p><b>Prior to activity</b></p> <p>8.1 Increased screening measures to be implemented for gymnasts working in pairs and groups:</p> <p>8.1.1 Prior to departure and travel to a training venue (within two hours of session start time), gymnasts to complete a self-screening survey to determine whether they can attend the training session. Gymnasts should not attend if they or someone in their household displays symptoms.</p> <p>8.1.2 Screening for symptoms prior to entry into the building.</p> <p>8.1.3 Anyone displaying any symptoms should not enter the venue.</p> <p>8.1.4 In line with Welsh Government Guidance if an individual is displaying symptoms and/or living in a household with a possible COVID-19 infection they should remain at home and follow Welsh Government guidance. In addition, any participants who have been asked to isolate by NHS Test and Trace because they are a contact of a known COVID-19 case must not exercise outside their home or garden and must not exercise with others.</p> <p>8.2 Processes must be in place for full adherence with NHS Test &amp; Trace record keeping and any health authority or government guidance given.</p> <p>8.3 Travel arrangements to and from training should be considered, with all government guidance adhered to. Public transport should be avoided and travel by car should only be shared with people from within one household. A face covering must be worn when using public transport (current exemptions include children under the age of 11).</p> <p>8.4 All gymnasts are made aware of the increase in transmission risk associated with the return to pair and group work. Clubs and coaches must make all</p>	<p>5</p>	<p>2</p>	<p>10</p>	
---	--	---	----------	----------	-----------	--

	<ul style="list-style-type: none"> <li>• Face to face proximity</li> <li>• Prolonged dynamic work</li> <li>• Prolonged physical contact (3+ secs), and face to face proximity within choreography</li> <li>• Hand-held apparatus transfer between gymnasts for throwing and receiving</li> </ul> <p>TeamGym:</p> <ul style="list-style-type: none"> <li>• Hand to hand contact</li> <li>• Face to face proximity</li> <li>• Prolonged balancing and dynamic work</li> <li>• Prolonged physical contact (3+ secs), and face to face proximity within choreography</li> </ul> <p>Festival Display Gymnastics:</p> <ul style="list-style-type: none"> <li>• Face to face proximity</li> <li>• Prolonged balancing and dynamic work</li> <li>• Prolonged physical contact (3+ secs), and face to face proximity within choreography</li> <li>• Hand-held apparatus transfer between gymnasts for throwing and receiving, and through the use of props.</li> </ul>	<p>gymnasts (and parents / guardians) aware that they are opting into any activities related to the return to pair and group work and that they can withdraw at any time.</p> <p>8.5 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.</p> <p>8.6 Social distancing should be maintained between all users of facilities including individuals, groups*, teams*, teachers, trainers 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.</p> <p>8.7 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.</p> <p>8.8 All individual gymnasts must train independently for a minimum of two weeks before working in a pair and/or group.</p> <p>8.9 Communicate and make available all plans regarding the resumption of teamwork activities:</p> <p>8.9.1 Make available the relevant outcomes of risk assessments and agree procedures and actions with staff, coaches, volunteers, gymnasts and parents/guardians.</p> <p>8.9.2 Work closely with venue management (if in a hired space) to agree responsibilities and actions.</p> <p>8.9.3 Keep all members and the local gymnastics community aware of club activity and adherence</p>				
--	---	--	--	--	--	--

		<p>to very strict control measures.</p> <p>8.10 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.</p> <p>8.11 Before &amp; after working in pairs and groups gymnasts must follow good hand hygiene practices.</p> <p><b>During activity</b></p> <p>8.12 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.</p> <p>8.13 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.</p> <p>8.14 All gymnasts and coaches to be educated on the importance of staying with their fixed pairs or groups and ONLY performing identified activities.</p> <p>8.15 Keep a clear record for 21 days for NHS Test and Trace purposes of all pairs and groups.</p> <p>8.16 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.</p> <p>8.17 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.</p> <p>8.18 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.</p>				
--	--	--	--	--	--	--

		<p>8.19 <i>Social distancing must always be adhered to with no permitted contact between coaches and gymnasts. For elite athletes who require close spotting or supporting as part of preparations for a major competition must contact the Welsh Gymnastics Performance Director by emailing: <a href="mailto:Performance@welshgymnastics.org">Performance@welshgymnastics.org</a>.</i></p> <p>8.20 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.</p> <p>8.21 No sharing of personal belongings e.g. water bottles, towels, clothing.</p> <p>8.22 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.</p> <p>8.23 The use of props within festival/display groups should be avoided unless allocated specifically to individuals and not shared between or touched by multiple users.</p> <p>8.24 Hand-held personal equipment for personal use must not be shared. Each gymnast must have their own equipment (rhythmic apparatus, conditioning aids including ankle weights, elastic bands, rollers etc).</p> <p>8.25 Abide by local health authority guidance and if required liaise directly to ensure compliance.</p> <p>8.26 Venue capacity and group size must be calculated and controlled to safely allow operation under the current government guidance.</p> <p>8.27 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.</p>				
--	--	---	--	--	--	--

		<p><b>Following Activity</b></p> <p>8.28 All unnecessary activities (group briefings in person etc) are to be avoided, inclusive of social activities</p> <p>8.29 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.</p>				
--	--	--	--	--	--	--

SAMPLE

Identified Hazard	Further Control Measures (Use imagery where required)	Further Control Measures Follow up		
		Allocated to (Name)	Target date	Date completed

Risk Assessment Reviews			
Suggested Review Date (either after significant changes, actions completed, or annually):			
Risk Assessment Reviewed by (name):		Risk Assessment Reviewed by (name):	
Date:		Date:	
Comments:		Comments:	
Next Suggested Review Date:		Next Suggested Review Date:	
Risk Assessment Reviewed by (name):		Risk Assessment Reviewed by (name):	
Date:		Date:	
Comments:		Comments:	
Next Suggested Review Date:		Next Suggested Review Date:	

## Risk Assessment – Example Covid-19 control measures adopted in gymnastics environments

These examples are not exhaustive and are for demonstration purposes to support understanding.

Covid-19 Specific Assessment	
Example 'Additional Control Measures in Place' for the Following Areas	
Human contact (Social Distancing)	Equipment / Facility
<ul style="list-style-type: none"> <li>• Adhere to current social distancing guidelines</li> <li>• Indicate drop off/pick up points</li> <li>• Consider groupings of gymnasts within operation plan</li> <li>• Planning of staff working patterns</li> <li>• Timetable adjustment to support social distancing and cleaning</li> <li>• Protective screen installed e.g. reception desk, café desk, workstations</li> <li>• Contactless payments made where possible</li> <li>• Book online where possible to reduce unnecessary contact</li> <li>• Online ordering systems for products that can be ordered in advanced</li> <li>• Reduced class sizes in line with government guidance to reduce contact with others</li> <li>• Where possible meetings between staff conducted virtually</li> <li>• Where meetings are required in person, social distancing to be maintained</li> <li>• Cleaning with the relevant PPE</li> </ul>	<ul style="list-style-type: none"> <li>• Markings on the floor for visual representation for social distancing</li> <li>• Group sizing reviewed to suit the current social distancing guidelines</li> <li>• Sanitising stations / wash facilities located around the venue</li> <li>• Waste bins located around the venue</li> <li>• Revise equipment layouts for circuits routes appropriate for social distancing</li> <li>• Revise equipment access for ease of use by coaches and gymnasts</li> <li>• Personal belongings to be kept together and easy to clean/maintain e.g. storage units, buckets, trays etc</li> <li>• Increased cleaning including visible schedules.</li> <li>• Gymnasts are not to share personal apparatus e.g. handguards/chalk etc.</li> <li>• Increased equipment cleaning before/during/after sessions as required</li> <li>• Good natural ventilation within the building</li> <li>• Leave doors open where possible to reduce hand contact</li> <li>• Remove equipment that is not required</li> <li>• Marked areas for coaching</li> </ul>
Procedural	Educational
<ul style="list-style-type: none"> <li>• One-way systems</li> <li>• Signage around the venue</li> <li>• Limit the number of people allowed in the toilets at any one time</li> <li>• Encourage good hygiene</li> <li>• Brief younger members to help promote procedures</li> <li>• Review of Normal Operating Procedures to include Covid-19 actions (where appropriate)</li> <li>• Revise pathways within the gym allowing easy access</li> <li>• Communicate any changes in procedure prior to opening to ensure members are aware in advance of any changes.</li> <li>• Suitable procedures in place in the eventuality that someone is displaying symptoms of Covid-19 or has a confirmed case of Covid-19</li> <li>• Return to work interviews/inductions for staff (highlighting any changes)</li> <li>• Staff training, particularly on awareness of the COSHH related sheets</li> </ul>	<ul style="list-style-type: none"> <li>• Informational signage within non gym areas</li> <li>• Social distancing signage</li> <li>• Review training program for gymnasts, parents/carers, and coaches (where required) of the phased approach of training</li> <li>• Discussions of return to gymnastics steps that are individual to them (like a return to work/re-induction)</li> <li>• Extended re-integration back into the sport through specific training and timetabling</li> <li>• Encourage good hygiene practices throughout the business/gym</li> <li>• Plan safe progressions that can be done whilst social distancing</li> </ul>

<ul style="list-style-type: none"> <li>• Research/speak with other Clubs and how they are adapting to those that are classified as vulnerable</li> <li>• Staff meetings with topics of Covid-19</li> <li>• Limit paperwork by using online tools</li> <li>• Assign a person responsible for Covid-19 practices</li> <li>• Make reasonable adjustment to entry and exit points</li> </ul>	
<b>First Aid Requirements</b>	<b>Suspected Case of Covid-19</b>
<ul style="list-style-type: none"> <li>• Train/upskill First Aiders on social distancing guidance for First Aid incidents e.g. social distancing rulings</li> <li>• Upskill non-First Aid staff on the symptoms of Covid-19 and how to report</li> <li>• First Aiders to familiarise themselves with the symptoms of Covid-19</li> <li>• First aid equipment to be checked and stocked regularly</li> <li>• First aid risk assessment completed</li> <li>• First aiders must wear PPE when administering first aid</li> <li>• In an emergency, for example, an accident, fire, or break-in, people do not have to stay 2m apart if it would be unsafe.</li> <li>• Post incident all involved to sanitise thoroughly and where minor symptoms shown in future days to instantly raise alert and get tested using Government guidance</li> </ul>	<ul style="list-style-type: none"> <li>• Children will not be allowed to train if any of their family members (from the same household) are in self isolation – appropriate reminders around the building and on social media from time to time to help keep awareness up</li> <li>• Test and Trace system adhered to – register system being one method of this</li> <li>• Anyone showing symptoms are sent home for isolation and follow the NHS ‘Test and Trace’ system</li> <li>• Members of staff or family members who think they may be infected to carry out the self-assessment on the NHS website before arriving at the gym and to follow guidance: <a href="https://111.nhs.uk/covid-19">https://111.nhs.uk/covid-19</a></li> <li>• First Aiders/Medical Officers or Home Nation equivalent for club trained in processes to support Covid-19 Officer e.g. screening processes provided by the Government and specific to the club [insert details]</li> <li>• Welfare Officer or Home Nation equivalent training in process and supporting in family welfare as per normal processes</li> </ul>
<b>PPE Required</b>	<b>Cleaning Schedule</b>
<ul style="list-style-type: none"> <li>• Face masks/coverings in line with government guidance</li> <li>• Appropriate PPE to support new operational requirements and appropriate training</li> <li>• All staff members who complete cleaning tasks to be upskilled in that task and the requirements of materials involved, of which all require minimal PPE such as: <ul style="list-style-type: none"> <li>○ A fluid-repellent surgical mask</li> <li>○ Disposable gloves (ideally non-latex)</li> <li>○ Suitable eye protection</li> <li>○ Suitable apron/body covering</li> </ul> Refer to the COSHH sheets to any specific PPE for chemicals used. </li> <li>• All First Aiders to use the PPE that is suitable for the needs of the incident, ideally being: <ul style="list-style-type: none"> <li>○ A fluid-repellent surgical mask</li> <li>○ Disposable gloves (ideally non-latex)</li> <li>○ Suitable eye protection</li> <li>○ Suitable apron/body covering</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Cleaning/sanitising of equipment will take place as per the club’s risk assessment and in line with government guidance</li> <li>• Review of current cleaning programmes within gym and non-gym areas</li> <li>• Review of all cleaning chemicals and ‘fit for purpose’ e.g. COSHH sheets</li> <li>• Cleaning slots programmed between each session e.g. clean down of used equipment and that is going to be used in the next session</li> <li>• Use of external companies for waste disposal</li> <li>• Where needed to use double protection methods such as double bagging</li> <li>• Wash hands for 20+ seconds with hand wash</li> <li>• Have colour system in place for cleaning equipment</li> <li>• Cleaning schedules to be visible</li> </ul>

<b>Other</b>	
<ul style="list-style-type: none"> <li>• Review all current Risk Assessments for the club/facility and their link to Covid-19, making them Covid-19 risk assessments</li> <li>• Parking bays made larger for space between cars allowing some social distancing during session transitioning</li> <li>• Pathways marked out around the external parts of the building, with social distancing lines for queue management</li> <li>• Legionella Risk Assessment completed</li> <li>• Regular cleaning completed of all water systems</li> <li>• Review of event risk assessments</li> </ul>	