

RISK ASSESSMENT

RIBBLE VALLEY BOROUGH COUNCIL
STAY ALERT > CONTROL THE VIRUS > SAVE LIVES



Location:... Ribblesdale Pool

Control of the infection and spread of coronavirus to, and by, staff and public. RVBC staff may be at risk of infection from coronavirus both at work and at home although, some activities at work may carry an increased risk of infection due to the close proximity of working practices, surface contact and potential proximity to the public.

Assessed by: Colin Winterbottom...

Date: ...17/03/2020J

Sheet No....1..of.....10

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
1.The spread of Co-vid 19 to others whilst entering the building	Members of the public and staff dealing with the admission transactions at Reception.	<p>As the entrance rampway to the Pool does not permit sufficient social distancing as people walk towards and away from the entrance door, a control for avoiding the need to pass will involve signage positioned at both the bottom of the railings and at the entrance door which asks people to form a queue as marked out on the floor. To help in forming a queue at reception markings are to be positioned on the floor at 2m intervals inside the building around the reception desk. People waiting to enter the building are asked to form a queue from the bottom of the barriered rampway.</p> <p>Reception desk operators to be provided with protective equipment comprising – facemasks must be worn at all times when in customer facing situations. They are not required to be worn when dealing with customers from behind protective screening. Staff may wish to provide their own item of facial covering on approval. Antiseptic wipes to be available for regular wiping down of the equipment; (Computer keyboard, Mouse, Card transaction machine, telephone). Installation of a Plexiglass screen at the counter and form a protective barrier.</p> <p>Non-cash transactions are preferred as payment for swimming or any form of activity admission or product purchase. Card payments accepted for all amounts. Cash is accepted</p>				

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		<p>if a customer is not able to pay by card and coins are to be exchanged with the avoidance of hand to hand contact.</p> <p>Receipts for payments to be placed on desk for customer to pick up and avoid the need for contact from hand to hand in exchanging items.</p> <p>All customers entering the building are to be asked to wear a protective face mask as they move around the facility. Masks are not required after swimmers have changed in readiness for swimming.</p> <p>Customer information relating to admission procedures to be prominently displayed at the Reception Counter and on the Pool Opening times web site.</p> <p>Information on hygiene measures and social distancing measures required by those visiting the facility also to be displayed throughout the Pool Reception, Changing facilities and Poolside.</p> <p>See hand washing guidance.</p> <p>https://www.gov.uk/government/news/public-information-campaign-focuses-on-handwashing</p> <p>See information relating to the wearing of face coverings at:- file:///C:/Users/colin_wi/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/3LZKJ6X0/working-safely-during-covid-19-shops-branches-110520.pdf</p>				
2. Customers using the changing Facilities	Persons at risk; All staff and customers	Customers being admitted into the changing rooms to be advised of the need to respect social distancing at all times. The use of changing cubicles is to be recommended and there will be a need to close off certain cubicles, changing space and showers to allow for a minimum 2m to be maintained whilst changing and showering.				

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		<p>Parents or Carers of young children or assisting people with a disability should use the specific changing facilities for Families/ Disabled people.</p> <p>The 2 x Family changing rooms are self-contained areas including shower facilities and are numbered 1 and 2 to help staff clean after use.</p> <p>The changing rooms are to receive sanitizing and appropriate disinfecting/wiping down of touch point surfaces between different sessions. A minimum of 15 minutes will be allocated between admitting a different group of swimmers into the changing rooms.</p> <p>Customers using the shower facilities are to observe the need for maintaining a social distance whilst changing and are to follow an entry and exit system which is to be operated in respect to the bank of showers in the Male changing room. The 2 showers at either end of the bank of 5 are the only ones to be used.</p> <p>A restriction to be imposed on admissions into the changing rooms and to swim to facilitate social distancing. This is determined by the maximum that are able to swim in the Pool at any one time; (Main Pool = 15 and Teaching Pool= (2 x Family groups)</p> <p>The maximum number that can be admitted to either the Male or Female changing rooms is;- Male= 10 Female = 19</p> <p>Swimmers are restricted to a maximum time of 40 minute intervals and need to be booked in advance.</p> <p>Each customer will be allocated a cubicle and locker number if required at the time of booking their swim</p> <p>Customers who prefer to arrive at the Pool already changed to swim and only require clothes/ valuables storage facilities, may utilize the lockers in the changing areas or the limited number available directly on Poolside. A designated holding area marked next to</p>				

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		<p>the lockers on Poolside will allow 1 person at a time to use the locker which does not require a refundable deposit like the ones in the Male/Female changing areas.</p> <p>The Changing cubicles will be numbered to help control which ones are used and require cleaning afterwards by Pool attendants.</p> <p>To help maintain 2m distancing between those wanting to use Hair driers only 1 will be available for the time being.</p>				
3. Lifeguards undertaking supervision of both Pools	Lifeguards and members of the public/swimmers	<p>In the event of a lifeguard needing to initiate and effect a rescue as an incident occurs this should be in line with the latest guidance issued by the RLSS; https://www.rlss.org.uk/news/rlss-uk-is-working-with-industry-experts-to-prepare-clear-guidance-for-safety-supervision-and-training-after-lockdown</p> <p>Lifeguards to help monitor the number of swimmers in the pools at any time in line with the bather restrictions imposed and to implement action as necessary to maintain a safe swimming distance is possible.</p> <p>Lifeguards to help direct swimmers in their movement around the pool sides to pool entry steps; Males should enter a lane via the steps positioned in deep water, and females should enter a lane via steps positioned in shallow water.</p>				

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		Lifeguards to wipe down the chair and any contact points likely to be touched by hands as a lifeguard replaces another lifeguard on poolside supervising duty. Santizing equipment to be available by both Lifeguard chairs.				
4. Aquatic activity in the Main Pool	Members of the public/ Lifeguards/ Aquatic Instructors	<p>The Pool space will be controlled to maintain a safe distance between participants in the respective form of Aquatic activity;</p> <p>General Public Swimming;-The Pool is being divided into 3 equally sized lanes for slow, medium and faster paced swimming. There are directional signs for swimmers to follow in either a clockwise or anti-clockwise direction. The maximum number of swimmers permitted in each lane area is 5 swimmers; and so the maximum for casual lane swimming in the Main Pool is 15. Swimmers must aim to keep a comfortable distance between the next swimmer and must not touch any other swimmer for any reason. Swimmers in the middle lane are required to exit via the steps at either side of the Pool and to time their exit so as to avoid coming into proximity of swimmers in either the slow or faster lanes.</p> <p>If a swimmer is swimming at a slighter quicker pace and wants to overtake the person in front then this can only occur when the swimmer in front voluntarily makes way by remaining at one end of the pool whilst the swimmer behind moves across to the other side of the lane and passes by. Or a swimmer can pass another whilst swimming if they can do so without obstructing the path of another swimmer, swimming in the opposite direction.</p> <p>The Teaching Pool is available for family hire. A family comprises of those within the same household bubble and admission is as determined in the Normal Operating Procedure. one parent may accompany two children aged under 8 years in the Teaching Pool and one parent may be admitted with one child aged 4 and under or two children with one aged 5-7 years in the Main Pool.</p>	Update the guidance on lane swimming etiquette for display at the ends of each lane.			

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		<p>All juniors aged 16 years or under must be accompanied by a parent for lane swimming or Family swimming sessions.</p> <p>The Teaching Pool can be hired as a half for a maximum of 5 people. The maximum for the whole Pool is 8 per session. If only one family has hired the Pool for an hour slot then they may use the full pool for the same charge.</p> <p>A lane of the Main Pool is also available for family hire at designated times and the same conditions apply as for use of the Teaching Pool. The Main Pool hire is for older stronger swimming children.</p> <p>When adult group sessions are permitted to take place within indoor venues;-Aqua-Fit exercise classes are available as pre-booked sessions, and a maximum of 20 participants is permitted to attend each session.</p> <p>In the event that a member of public reports to a member of staff that they have tested positive there is procedure for notifying other users at the time they attended the Pool, and should be actioned by the Duty Officer. (See separate procedure for a customer testing positive).</p>	The Family and Disabled changing areas are to be available as overspill and included in the after-use cleaning as per Male and Female changing areas			
5.Contamination from surfaces in Pool Building.	The guidance suggests the virus can survive on some surfaces for up to 72 hours	<ul style="list-style-type: none"> • Ensure those cleaning are adequately thorough with their cleaning procedures and cover all contact surfaces with soapy water, antibacterial or alcohol based cleaner for effective disinfection of Covid-19 without causing damage to equipment or surfaces. • Ordinary cleaning with soap and water, alcohol sprays, normal cleaning agents or disinfectant will kill any virus. • Damp dusting should replace any dry dusting. • Telephones and computer equipment should also be cleaned with wipes or by other means which will not over-wet and damage the equipment. • If an employee has suspected or confirmed COVID-19, their workstation, including telephone and keyboard etc should be cleaned and disinfected immediately using normal 				

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	<p>Persons at risk;</p> <p>All Pool employees whose activities involve using: -</p>	<p>cleaning materials and methods. The employee will leave the building directly to isolate for the designated period according to NHS guidelines.</p> <ul style="list-style-type: none"> Cleaning of crockery and utensils can be done as normal using hot water and washing up liquid. Limit number of staff in the mess room at any one time, ensuring social distancing. 				
6.Contamination from rest areas and welfare facilities	<p>The virus can survive on some surfaces for up to 72 hours</p> <p>Persons at risk;</p> <ul style="list-style-type: none"> All employees Visitors to site 	<p>Change work patterns so that breaks are split to minimize numbers of staff in rest room.</p> <p>Observe social distancing at all times.</p> <ul style="list-style-type: none"> Rest areas should be cleaned and disinfected following rest breaks. The staff room is the designated rest area for all staff. However, the reception may be used for making hot drinks by the Receptionist on shift only. All surfaces, crockery, cutlery etc. should be thoroughly washed after use by washing up in hot, soapy water. All door handles, contact surfaces, doorbells, lock keypads, shared padlocks, etc. to be cleaned periodically throughout the day. Hand washing to be promoted and actively encouraged. Adequate provision of wipes, sanitisers and soap are provided. Only 1 member of staff to occupy the kitchen area at any time. 				

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		<ul style="list-style-type: none"> Only 1 member of staff to occupy the Male and Female toilet and changing areas at any time. 				
7. Contamination from surfaces in private vehicles when travelling to and from work	<p>Some of the latest research indicates the virus could survive on metal/plastics for up to 72 hours.</p> <p>Persons at risk;</p> <p>All employees</p>	<p>Drivers that provide lifts to colleagues to:</p> <ul style="list-style-type: none"> Encourage opening of windows whilst travelling in vehicle. Advise setting blowers to fresh air, and not recirculate Consideration to providing alcohol or soap-based cleansing spray and/or wipes available for operatives Consideration to providing cleaning materials to ensure surfaces are cleaned periodically. Particular attention to door-handles, windows, seatbelts etc. 				
8. Contamination from inadequate chlorine disinfection levels in both pools	All swimmers entering the water	<p>The Pool Water Treatment Advisory Group (PWTAG) is the recognised body for swimming water quality standards in the UK, operators should ensure their pool is operating within the guidance detailed in PWTAG technical notes which can be found at pwtag.org.</p> <p>The recommended levels of Free Chlorine- 1.5mg/l to be maintained during operational hours.</p>				
8. Contamination from the air handling unit and circulation	Staff and Customers	Until the understanding of the significance of the various transmission routes of SARS-CoV2 develops, the guidance of supply of outside air to occupants is a minimum of 20L per person per second as a precautionary measure. (Swim England Operator Guidance Dec 2020)	Continued monitoring of conditions to determine air			

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of air through the Pool Hall		The air handling unit serving the Main Hall has been adjusted to enable the maximum 100% fresh air replenishment.	temperature comfort for bathers			
9.Lack of understanding the risks	This is unprecedented, information is rapidly changing as research updates. Guidance and instruction needs to be shared with staff swiftly and in understandable terms.	<ul style="list-style-type: none"> • Management should regularly consult and update staff on current guidance. • Opportunity must be given for staff to ask questions and be given answers they understand and which reassure. • Clear guidance should be issued in formats that can easily be understood especially for those for whom English is not the native tongue • Guidance must be regularly enforced once issued. • Myths around the virus must be dispelled with clear and reliable fact wherever possible as they may lead to inappropriate and dangerous beliefs and habits. 	Section of the staff room notice board to be designated with the latest Risk Assessment and communications/ updates	Duty Officers and Leisure Manager	October 2020	

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	Persons at risk; All employees					

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