

Risk assessment template (based upon University of Cambridge 'Operating the facility during the Covid 19 Pandemic' Gym RA and adapted as necessary)

# Weights Gym and Multi Gym Opening and Covid Operation RA Rev D

Assessment carried out by: College Surveyor with input from Head Groundsman

Date of next review: As guidance or ability to manage changes in the short term

Date assessment was carried out: September 29<sup>th</sup> 2021

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
Not able to keep up to date information with regarding the virus	All gym users, cleaning staff, maintenance staff and Groundsmen.	College senior management continually reviewing guidance	<ul style="list-style-type: none"> <li>Continue to ensure that changes to guidance disseminated as necessary</li> </ul>	College senior management	Continuous	
Inadequate access controls increasing potential spread of bacteria/virus	All gym users, cleaning staff, maintenance staff and Groundsmen.	All student and staff cards deactivated and access by booking system	<ul style="list-style-type: none"> <li>Gym to be accessed via advanced booking though on line booking system. Swipe card to be set up for issue by the Lodge in accordance with the advance booking for both the Weights Gym and the Multi Gym.</li> </ul>	Lodge with help from IT and Head Groundsman	Before use	

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			<p>Cards to be handled and cleaned in accordance with Lodge RA. Lodge to monitor access.</p> <ul style="list-style-type: none"> <li>• Groundsmen to spot check to ensure no unauthorised access.</li> </ul>	Groundsmen	Continuous	
Multiple contact points including door mechanisms, surfaces, equipment, storage etc... creating increased risk of bacteria/virus contamination	All gym users, cleaning staff, maintenance staff and Groundsmen.	Users to clean touch points before and after use of equipment in addition to main cleaning	<ul style="list-style-type: none"> <li>• Equipment reviewed and removed where not necessary or reduced in number (such as weights/dumb-bells).</li> <li>• All unnecessary ancillary items removed .</li> </ul>	Head Groundsman  Groundsmen	By start of use  By start of use	
Lack of hand washing and equipment hand sanitation facilities leading to increased	All gym users, cleaning staff, maintenance staff and Groundsmen.	Hand sanitiser points in each gym	<ul style="list-style-type: none"> <li>• Hand sanitiser and cleaning wipes to be maintained available and well stocked at all times.</li> </ul>	Groundsman supplied by House services  Head Groundsman	By start of use	

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risk of spread of bacteria/virus			<ul style="list-style-type: none"> <li>• Signage to be in place advising of hand and equipment cleaning and sanitation.</li> <li>• Users to be made aware of rules prior to booking. This will form part of the induction for new users.</li> <li>• Effective cleaning schedule to be in place.</li> <li>• Users to use single use cleaning cloths and dispose of in bin after use both before and after using any piece of equipment.</li> <li>• College to clean before start of morning session and afternoon session - users clean between where equipment used.</li> </ul>	<p>Head Groundsman and via booking system</p> <p>Head Groundsman and House services</p> <p>Users</p> <p>Head Groundsman and House services</p>	<p>By start of use</p> <p>By start of use</p> <p>By start of use</p> <p>Continuous</p> <p>By start of use</p>	

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<p>Lack of social distancing, due to any of: lack of available space, members not following guidance, equipment not effectively positioned, poor access control, capacity incorrectly identified and/or managed.</p>		<p>Use restricted to three users.</p> <p>Booking system in place to control access.</p>	<ul style="list-style-type: none"> <li>• Access to be limited to 3 people in each gym.</li> <li>• Equipment to be spaced to achieve 2 m distancing</li> <li>• Spot checks to be made on use by Groundsmen.</li> <li>• Access effectively managed by Lodge and spot checks.</li> <li>• Booking system to be in place.</li> <li>• Staff fully enabled to enforce rules and to eject those individuals not following the rules and to report them for further College discipline if necessary.</li> </ul>	<p>Via booking system</p> <p>Head Groundsman</p> <p>Head Groundsman</p> <p>Groundsmen/Lodge</p> <p>Lodge</p> <p>Groundsmen/Lodge</p>	<p>Continuous</p> <p>By start of use</p> <p>By start of use</p> <p>Continuous</p> <p>Continuous</p> <p>As necessary</p>	

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			<ul style="list-style-type: none"> <li>• Users of the Gyms will be responsible for not permitting access to anyone else during their allotted time slot.</li> <li>• Any new user inductions to be undertaken respecting necessary distancing and wearing face coverings, and only for those pieces of equipment in use during Covid restrictions.</li> <li>• CCTV to be fitted and will be monitored from the Lodge.</li> </ul>	<p>All users</p> <p>Groundsmen</p> <p>Lodge</p>	<p>Continuous</p> <p>As necessary</p> <p>As soon as possible. Order placed</p>	
<p>Poor ventilation potentially leading to infection by airbourne droplets</p>		<p>There are currently two extract fans capable of extracting at</p>	<ul style="list-style-type: none"> <li>• Fans have been checked and are operational 24/7.</li> <li>• Fan operation to be checked daily.</li> </ul>	<p>Daily checks by Groundsmen and any issues to be immediately</p>	<p>Daily</p>	

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		70l/s each in the Weights Gym, and openable windows in the Multi Gym	<ul style="list-style-type: none"> <li>Multi Gym windows to be opened at each cleaning session and left open.</li> <li>CO2 sensors to be fitted as soon as they are available. These to be fitted in accordance with University SafeSpace team guidance – occupancy to be reviewed based on monitoring.</li> <li>15 minute group inductions to be permitted with one staff member and 4 inductees. All to be wearing masks and no other users to be in gym at same time.</li> </ul>	<p>reported to Maintenance.</p> <p>Maintenance to log CO2 readings where necessary.</p> <p>Head Groundsman</p>	<p>As soon as possible</p> <p>As necessary</p>	
Individuals (including staff) accessing facility despite being symptomatic.		College has procedures in place to manage symptomatic students and staff.	<ul style="list-style-type: none"> <li>Maintain current procedures</li> </ul>	All. College Senior Officers.	Continuous	

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		Students awaiting PCR covid test results (other than weekly asymptomatic testing) not permitted to use facilities				
Inadequate cleaning by College cleaners		Cleaning regime in place	<ul style="list-style-type: none"> <li>All equipment serviced and cleaned prior to gyms opening.</li> <li>All surfaces to be cleaned at high and low level prior to Gyms opening.</li> <li>Ensure that the cleaners responsible for the pre morning and pre afternoon session cleans are made aware of what needs cleaning and how.</li> </ul>	Head Groundsman  Head Groundsman/ House services  Head Groundsman and House services  House services	By start of use  By start of use  By start of use  Continuous	

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			<ul style="list-style-type: none"> <li>Housekeeping RA's and COSHH data to be followed during cleaning, including provision of PPE and materials and waste disposal.</li> <li>Lidded bins to be provided for the disposal of cleaning cloths.</li> <li>Standard of cleaning to be reviewed.</li> <li>Users are requested to clean touch points before and after use.</li> </ul>	<p>House services</p> <p>Head Groundsman and House services.</p> <p>All users</p>	<p>By start of use</p> <p>Continuous</p> <p>Continuous</p>	
Provision of First Aid	Porters	Porters to follow current Covid RAs and practices for the provision of first aid.		Porters	As necessary	



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Inability to provide the necessary staffing for cleaning, monitoring etc., or where there are a high level of Covid cases in College			The two gyms are not mission critical to the College so can be shut where there is any perceived or actual risk presented.	Senior officers to advise	As necessary	