



RISK ASSESSMENT : COVID-19 Version 11

To be used alongside general Club Risk Assessment and FPS Risk Assessments

Date of assessment:06/09/2021

Date review due:06/11/2021

Assessed by: RA/MP

The hazards assessed in this document all relate to the risk of individuals being infected with COVID-19.

No.	What are the hazards?	Who might be harmed?	What are you doing already to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When?	Actioned?
1	Someone visiting FPSC with COVID-19	Members, visitors & staff	No one who has symptoms or has a positive test result is allowed to attend the site until clear of symptoms for 10 days or has a subsequent negative test result. Communicated to members through procedures, Risk Statement, Club news.	None	N/A	N/A	N/A
2	Developing Covid-19 symptoms whilst at FPSC	Members, visitors & staff	Person affected and anyone from their household should inform the Duty Officer and leave the site immediately.	Isolate individual if waiting for transport to leave. Consider undertaking a complete clean of contact points and/or closing the site for 48 hours. Advise members that there has been a case reported and that they should conform to current Government guidelines.	Duty Officer/GC	Immediate on occurrence	When notified of a case

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3	Developing Covid-19 symptoms or receiving a positive test result after visiting FPSC	Members, visitors & staff	Individual(s) affected must inform a Flag Officer.	The Club will advise members that there has been a case reported and that they should conform to current Government guidelines. If less than 48 hours have elapsed then a decision will be made whether to close the site for up to 48 hours or instigate cleaning of appropriate areas.	All	Immediate on occurrence	When notified of a case
4	Contamination of contact points	Members, visitors & staff	Hand wash, sanitiser, cleaning products & paper towels provided around the site. Everyone advised to clean hands on arrival and at frequent intervals.	Replenish supplies, review use and update signage when required.	Flag Officers	Weekly	Every weekend
5	Contaminated contact points	Members, visitors & staff	Regular cleaning schedule for all internal areas in use and contact points (inc. external door handles)	Change cleaning schedule as areas come into use. Review standard of cleaning.	Flag Officers	When areas opened up Weekly	When needed Every weekend
6	Visitors not understanding procedures	Members, visitors & staff	Individual members expected to explain current procedures to their guests/visitors. Where a high number of visitors are expected at an event (when permitted) then information is communicated to them beforehand in writing and through on-line briefings.	Monitor and review procedures. Update procedures if necessary.	Event organisers / Flag Officers / GC	During events After events	Every event
7	Accessing Club buildings	Members, visitors & staff	Hand sanitiser at entry points; regular cleaning schedule; buildings well ventilated.	Monitor and review procedures. Update procedures when regulations change.	Flag Officers Flag Officers	Weekly When regs. or guidance changes	Every weekend When needed

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8	Computer workstations / EPOS / printers	Duty Officer, Race Team, Office users, Catering Staff	Cleaning materials provided; keyboards/screens to be cleaned before and after each use; sanitise hands before use.	Signs reminding users to sanitise hands and clean equipment	Flag Officers	Weekly	Every weekend
9	VHF set contamination	Members, visitors & staff	Clean & sanitise VHF sets before and after use	Update procedures when regulations change.	Flag Officers / Safety Committee	When regs. or guidance changes	When needed
10	Use of changing rooms & toilets	Members, visitors & staff	Regular cleaning, forced ventilation.	Update procedures when regulations change.	Flag Officers / GC	When regs. or guidance changes	When needed
11	Operation of Galley and Bar	Members, visitors & staff	Cleaning to standard hygiene regulations.	Update procedures when regulations change.	Flag Officers / GC	When regs. or guidance changes	When needed
12	Ineffective cleaning	Members, visitors & staff	Clubhouse areas and changing rooms/toilets are cleaned on regular schedule. Cleaning materials provided in changing rooms and Clubhouse for more frequent cleaning of contact points and tables. Kitchen and Bar cleaned to normal catering hygiene standards when in use.	Monitor and review procedures.	Flag Officers / GC	Weekly	Every weekend