

RISK ASSESSMENT – COVID-19 – SALTHOUSE FIELDS TENNIS COURTS

North Somerset Council, (NSC) leases the Salthouse Fields Tennis Courts to Clevedon Town Council, (CTC) who facilitates an 'open and free to play' arrangement with the public. This risk assessment has been produced to support players and coaches to operate in line with Central Government guidance and help to prevent the further spread of the COVID-19 virus. If you have Coronavirus symptoms, i.e. fever (high temperature), a cough, loss of sense of smell/taste then DO NOT ENTER the Tennis Courts. Stay at home and self-isolate.

North Somerset Tennis Academy, (NSTA) have permission to use Court 2 only on Monday, Tuesday and Thursday and Courts 2 & 3 on Saturday's and Sunday's for certain periods of time, which is displayed on the boundary fencing of the tennis courts, and is covered by a Service Level Agreement (SLA) with the Council. NSTA also holds relevant and valid insurance documents.

Name of Venue / Coaching Business: Salthouse Fields Tennis Courts, Clevedon		Name of Risk Assessor: Suzanne Howard, Deputy Town Clerk, Clevedon Town Council		Date of Risk Assessment: 09/07/2020	
What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Potential	Action by who and by when?
Spread of Covid-19 Coronavirus Pandemic.	<p>Staff, visitors, members & players.</p> <p>Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions.</p> <p>Anyone else who comes in physical contact with other people in relation to your business.</p>	<p><u>Self-isolating or Covid-19 symptoms</u> Signage to installed on the boundary fencing of the tennis courts to advise that anyone who has symptoms MUST NOT enter the tennis courts and must return home and self-isolate.</p> <p><u>Covid-19 Spike</u> At the request of Central Government, Police or Local Government the tennis courts to be closed until restrictions lifted if there are reports of a Covid-19 spike in Clevedon. Or if a known case of Coronavirus requires the court closure for 72 hours to clean and cleanse the court.</p>		<p>High</p> <p>Outcome – Low to high depending on person</p>	CTC – Mid July 2020

What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Potential	Action by who and by when?
Spread of Covid-19 Coronavirus Pandemic	Refer to page 1.	<p><u>Social distancing</u> Central Government's advice is for a social distance of 2 metres apart to be observed or 1 metre with risk mitigations considered.</p> <p>Do not make physical contact with other players, no shaking of hands, fist bumps or high fives.</p> <p>Avoid chasing the ball onto another court if players are using it.</p> <p>Players should avoid using hands to pick up balls where possible and avoid touching their face during play.</p>	<p><u>Social distancing</u> CTC to add markings by way of 'social distancing' on the entrance to the tennis courts allowing priority to those leaving the courts before anyone enters. Also, for a queuing system of 2 metre markings to be painted on the floor outside the tennis courts. Only players are allowed on the courts. Non-players must stay outside the boundary fencing.</p> <p>Ask for the other court to bat the ball using their racquet or use their foot to return balls to you only when play has stopped.</p> <p>Agree beforehand who will take a shot if ball travels to the centre of the court, if playing doubles.</p>	Low	CTC and Contractor by Mid-July 2020
		<p><u>Food and drink</u> Signage to be displayed on boundary fencing stating that food and drink is BANNED on the courts and no provision for refuse.</p>		Low	CTC – Mid July 2020
		<p><u>Refuse</u> Signage to be installed on the boundary fencing advising that refuse must be taken home and not left on site.</p>	<p><u>Refuse</u> Courts to be checked and litter picked on a regular basis by the CTC caretaker, as well as the CTC contractor on Sunday's and Wednesday's.</p>	Low	CTC – Mid July 2020
		<p><u>Seating inside the courts</u> CTC to tape off the benches within the courts to ensure the risk of transmission of Covid-19 is minimised to staff, members, players and visitors.</p>		Low	CTC – Mid July 2020
		<p><u>Health, Safety & Hygiene</u> For public and visitors and non-NSTA members, the responsibility for compliance in this area is their own.</p>	<p><u>Health, Safety & Hygiene</u> During the Covid-19 pandemic – advice available on the St Johns Ambulance website.</p>	Low	On-going

What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Potential	Action by who and by when?
Spread of Covid-19 Coronavirus Pandemic.	Refer to page 1.	<p><u>Hand Sanitisation</u> Signage to be installed on tennis court boundary fencing for everyone using facility to be reminded on a regular basis to use hand gel to sanitise their hands.</p> <p>Also reminded to catch coughs and sneezes in tissues or on the arm if a tissue is not available – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues must be taken home.</p> <p>Included on the signage will be the website address for Public Health England, where further information can be obtained about Covid-19.</p>		High	CTC by Mid July 2020
		<p><u>Behaviour on tennis courts</u> Signage providing clear information to be displayed on posters setting clear expectations about how players of all ages should behave when using the tennis courts.</p> <p>Using the tennis courts is to be entered into at the player's own risk and no liability will be accepted by CTC.</p>		Low	CTC by Mid July 2020
		<p><u>On-Site Tennis nets – Courts 1, 2 & 3</u> Tennis nets to be set at the appropriate height to avoid players having to adjust them, and net winders to be removed and retained by CTC.</p>	<p><u>On-Site Tennis nets – Courts 1, 2 & 3</u> CTC to ensure tennis nets are set at the appropriate height.</p>	Low	CTC by Mid July 2020
		<p><u>Pinch Points - Court Gates</u> Signage to state the use of hand sanitiser before entering and leaving the tennis courts and for the gate to be closed on leaving.</p>		High	CTC by Mid July 2020
		<p><u>Communication</u> CTC to effectively communicate with Councillors, staff, contractors, and players of any changes to the Risk Assessment and communicate any changes in the guidelines as and when they arise.</p>	<p><u>Communication</u> Members of the public requested to communicate with CTC if they become aware of any incidents whilst on court.</p>	Low	On-going

What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Potential	Action by who and by when?
Spread of Covid-19 Coronavirus Pandemic.	NSTA coaching staff and players	<p><u>NSTA use of tennis courts</u></p> <p>Testing for symptoms cannot be carried out by CTC, and therefore needs to ensure that NSTA reports to CTC of anyone who presents symptoms so that relevant steps can be taken, i.e. the immediate shutting down of the courts and for NSTA to report to the relevant NHS authorities.</p> <p>NSTA must ensure Central Government guidelines relating to Covid-19 virus have been communicated to all customers, parents & carers of the club members & must abide by court rules & guidance displayed.</p> <p>Coaches will need to support the 'test and trace' & therefore must take additional details from those club members who have booked with NSTA & appropriate temporary records need to be in place to assist this service.</p> <p>Drop off & collection of participants by parents/carer etc., must be conducted outside the tennis court boundary fence.</p> <p>Two or more groups of up to five (plus a coach) are permitted as long as the groups are kept completely separate & sessions are delivered independently of each other.</p> <p>No items, such as clothing, equipment, rubbish to be left on the courts by NSTA after play, all items must be removed.</p> <p>Coaches of NSTA must emphasise to players at the start of each session about social distancing for each drill before starting it.</p> <p>Clear instructions should be provided to participants by NSTA in advance so they know which coach and which court to report to.</p>	<p><u>NSTA use of tennis court</u></p> <p>A Risk Assessment conducted by the Head coach must be completed and given to CTC for retention during the Covid-19 pandemic.</p> <p>NSTA to confirm in writing to CTC that the insurance held with Howden will cover staff and club members for Covid-19.</p>	Medium	NSTA by early July 2020 and on-going

		<p>NSTA coaches should encourage players to avoid running down balls within an exercise if it compromises social distancing.</p> <p>Coaches should not move between courts or groups & each coach should only interact with one group for as long as the group is on site.</p> <p>No more than six people per adult court as per Lawn Tennis Association guidelines.</p> <p>Maximum numbers for players using the courts to be adhered to at all times. Single use – 2 players. Doubles use – 4 players. NSTA are allowed up to six players on a single court, including coach. Players from different families is permitted.</p> <p>Red court guidance: Same guidance applies for coaching 'red stage' children as for adults. A maximum of three red courts should be set up per full adult sized court, covering a group of no more than six people (including coach) in total per adult court.</p> <p>Adequate space & care must be provided around these smaller courts by using a safe barrier between courts. Additional mini red sessions run by other coaches at the same time should take place on separate adult courts.</p> <p>If it is felt that younger groups cannot maintain social distancing with five players plus a coach, consideration must be given to not re-commencing sessions until restrictions lifted.</p> <p>Individual groups must not interact with anyone outside of the group they are attending, i.e. players on another court or in a different coaching group.</p> <p>Non-participants may observe play from outside the tennis court boundary fencing, whilst maintaining socially distancing guidelines.</p>			
--	--	---	--	--	--

What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Potential	Action by who and by when?
Spread of Covid-19 Coronavirus Pandemic.	NSTA coaching staff and players	<u>NSTA Health, Safety & Hygiene</u> NSTA to ensure that access to first aid equipment whilst coaching is maintained and available during coaching sessions.	<u>NSTA Health, Safety & Hygiene</u> NSTA to confirm to CTC in writing that it has sought the guidance on how to deliver first aid to members, if required, during the Covid-19 pandemic – advice available on the St Johns Ambulance website.	Medium	
		<u>NSTA Tennis Competitions</u> All LTA staged and LTA approved competitions (grade 1 to 5) up to at least Monday 31 August 2020 have been cancelled. All LTA approved competitions (Grade 6) such as Match plays, County and District Leagues may be able to resume earlier than 31 August based on Government advice.	<u>NSTA Tennis Competitions</u> It is not permitted for a multiple group activity to take place side by side, large group activity such as club nights, club mix-in sessions or open days that involve people interacting with others outside their group.	Medium	
		<u>NSTA Tennis Equipment</u> NSTA Coaching equipment, e.g. cones, standalone nets etc., must be cleaned and wiped down after use as a duty of care to club members.		Medium	
		<u>NSTA communication with CTC</u> NSTA to also keep in regular contact with CTC and to report any confirmed cases of Covid-19 or other related concerns, thus abiding by the SLA arrangement between both parties allowing for the courts to be closed for a period of 72 hours to clean and cleanse the facility.		Medium	
		<u>Tennis Court inspections</u> The CTC caretaker and CTC Councillors to conduct ongoing visual court inspections of court areas including nets, signage, boundary fencing etc, and provide written report of the time/date of site visit and any issues to be reported to the CTC office and acted upon accordingly.		Low	On-going