

Swim Wales Covid-19 Risk Assessment

All clubs must complete a Covid-19 specific risk assessment before returning to the water. This should be in addition to and complement your existing health and safety risk assessment document.

Below is a partially populated example that clubs can use to help inform their risk assessment. It is critical that this is completed in full detail.

Use this template as a guide and starting point to create your club's own Covid-19 risk assessment.

This is not an exhaustive list and we highly recommend that you complete this alongside your full risk assessment in consultation with your facility operator.

It is critical to complete Covid-19 risk assessment as comprehensively as possible prior to activity taking place.

This document is how you intend to reasonably protect any participants, workforce, public etc. from the risk of Covid-19. The protocols listed within this document must be reviewed regularly and changed accordingly if measures or guidance changes.

It is important to ensure the risk assessment is inclusive and considers the needs of all users.

If you need support or advice in completing this risk assessment please contact the Swim Wales Aquatic Development Team:
aquaticdevelopment@swimming.org

Covid-19 Risk Assessment

You can find more information in the following reference documents:

- [NHS hand washing Guidance](#)
- [Paper towels v hand dryers](#)
- [Use of hand creams](#)
- [Health Surveillance](#)
- [Business and Employer Advice](#)
- [Social Distancing Guidance](#)
- [Face Mask Fitting](#)

Covid-19 Example Risk Assessment for Aquatic Clubs

Name of Club:					
Date risk assessment carried out:		Person:		Review date:	

Hazards identified?	Who might be harmed?	Risk rating before control measures are in place	Recommended control measures	Risk rating after control measures are in place	Actioned by and date
Spread of Covid-19	<ul style="list-style-type: none"> Athletes Parents/Guardians Coaches Volunteers <p>Vulnerable groups:</p> <ul style="list-style-type: none"> Elderly. Pregnant workers. Those with existing underlying health conditions. 	High	<p>Social Distancing:</p> <ul style="list-style-type: none"> Social distancing protocols to be followed at all times (e.g. reducing session capacities) including carpark, venue entry and exits, changing rooms, pool building, poolside. <p>Communication:</p> <ul style="list-style-type: none"> Regular communication with members before they return to the water. Video to prepare parents and athletes for the session and environment expectations. Coaches to have clearly defined and planned session plans adhering to all poolside and technical delivery guidance. Covid-19 Lead to have engaged with the facility operator to ensure all social distancing and hygiene measures have been put in place and will be present on arrival. Club delivery team briefing ahead of any session taking place to ensure all coaches and volunteers know what the rules of engagement for the session are, along with understanding of any revised injury or illness protocols in the event of an emergency. Letters to all club members outlining the processes to be undertaken including arrival, during and after the session, phased return to water and how to book sessions. <p>Facilities:</p>	Low	Covid-19 Lead

			<ul style="list-style-type: none"> • Connect with facility provider to understand their guidance for return to water and that of Swim Wales. Identify differences and work with the Welsh Government guidance to mitigate against risk. • Consider signage to be in place before session starts. • Ensure appropriate sign in and sign out process is in place for sessions to manage members. <p>Hand washing:</p> <ul style="list-style-type: none"> • Hand washing facilities with soap and water in place. • Gel sanitisers in any area where washing facilities are not readily available. <p>Cleaning:</p> <ul style="list-style-type: none"> • Frequent cleaning and disinfecting of equipment using appropriate cleaning methods. <p>PPE:</p> <ul style="list-style-type: none"> • Public Health guidance on the use of PPE (personal protective equipment) to protect against Covid-19. <p>Symptoms of Covid-19:</p> <ul style="list-style-type: none"> • Designated Covid-19 Lead will maintain regular contact with members during this time. 		
Carpark	<ul style="list-style-type: none"> • Athletes • Parents/Guardians • Coaches • Volunteers 	High	<ul style="list-style-type: none"> • Information to members on social distancing designated car parking and controls at facility. • Considerations must be made for the volume of vehicle traffic based on the capacity within the venue. A timetable for arrival/drop-off designed and communicated. 	Medium	Club Committee and Facility Operator

Facility (includes entry and exit)	<ul style="list-style-type: none"> Athletes Coaches Volunteers Parents/Guardians 	High	<ul style="list-style-type: none"> Social distancing via separate entry and exit. Information to all members of the procedures of the movement in and around the facility. First Aid Provision (refer to adjusted Covid-19 facility operators NOP's and RLSS guidance). One way system in place. Athlete to leave facility as soon as possible consider breaks between squad entry and exit to enable the maintaining of social distancing rules at all times. Instruction to parents for collection their children. 	Medium	Covid-19 Lead/Club Coaches/Club Committee/Facility Operator
Changing rooms and transition to poolside	<ul style="list-style-type: none"> Athletes Coaches Volunteers 	High	<ul style="list-style-type: none"> Information to members on the use of lockers and changing rooms. Athletes to arrive in costume ready to swim. One way lane traffic within the venue outside of pool deck to ensure social distancing. 	Medium	Club Committee and Facility Operator
Health Screening	<ul style="list-style-type: none"> Athletes Coaches Volunteers Parents/Guardians 	High	<ul style="list-style-type: none"> Completion of health screening checklist prior to returning to the water. 	Medium	Lead Coaches/Covid-19 Lead
Someone becomes unwell during session	<ul style="list-style-type: none"> Athletes Coaches Volunteers Parents/Guardians 	Low	<ul style="list-style-type: none"> Contact parent/guardian or next of kin and isolate individual in first aid room or other suitable area. Use appropriate PPE supplied by facility. If anyone becomes unwell with a new continuous cough or a high temperature they will be sent home and advised to follow the stay at home guidance. 	Low	Covid-19 Lead/Facility officer/Lifeguard (depending on hire agreements)
Poolside	<ul style="list-style-type: none"> Athletes Coaches Volunteers 	High	<ul style="list-style-type: none"> Pool deck clearly marked for registration and managing flow of direction for all volunteers, staff, coaches and members. Make very clear which areas are out of bounds. 	Medium	Lead Coach and Duty Manger or other suitable member of staff

During activity and pool entry and exit	<ul style="list-style-type: none"> Athletes 	High	<ul style="list-style-type: none"> Appropriate training to achieve social distancing protocols. Pre and post pool exercise observing following social distancing or completed before/after accessing the venue. 	Medium	Lead Coaches/Covid-19 Lead/Duty Managers and Lifeguards.
Hygiene measures	<ul style="list-style-type: none"> Athletes Coaches Volunteers Parents/Guardians 	High	<ul style="list-style-type: none"> Covid-19 rules communicated to all members in advance. 	Medium	Club Committee/Covid-19 Lead
Equipment	<ul style="list-style-type: none"> Athletes 	High	<ul style="list-style-type: none"> Communication to all members to bring their own clearly labelled equipment and sharing of equipment is prohibited. Recommendation of cleaning protocols after each training session to be circulated. 	Medium	Club Committee/Facility Operator