**Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.**

This is a copy of a **generic Risk Assessment** for dealing with the current Covid-19 situation when delivering activities through ROKT Foundation. It covers general scenarios and those specific to the Activity Centre in terms of clients and staff.

The risk assessment is based on three guiding principles which are **hygiene, capacity management and social distancing**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **What are the hazards?** | **Who might be harmed**  | **Controls Required** | **Additional Controls** | Action by who? | Action by when? | Done |
| Spread of Covid-19 CoronavirusClimbing clients And instructors lack of climbing practise | * **Staff**
* **Visitors to ROKT Foundation premises**
* **Cleaners**
* **Contractors**
* **Vulnerable groups –those with existing underlying health conditions**
* **Anyone else who physically comes in contact with the facilities Centre in relation to the charity**

**Increased risk of climbing injuries for staff and customers because of lack of climbing over the last few months.** | **Hand Washing*** Hand washing facilities with soap and water in place.
* Stringent hand washing taking place.
* See hand washing guidance.
* <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>
* Drying of hands with disposable paper towels.
* <https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/>
* Staff encouraged to protect the skin by applying emollient cream regularly
* <https://www.nhs.uk/conditions/emollients/>

Gel sanitisers in any area where washing facilities not readily available**Infection Control –** lateral flow testing for instructor staff each Wednesday and Sunday to **Cleaning**Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods.**Cleaning Climbing Areas and Equipment**Climbing areas and toilets to be cleaned in between each group session and at the end of each day by 2 staff members.Where possible – separate equipment e.g. harnesses, helmets, climbing shoes provided for different groups, where not possible, full sanitising of equipment between use.**Hand Sanitising Stations**Available on entry to the centreAt each climbing area with appropriate signage insisting climber sanitize on entry and exit to climbing areas.**Social Distancing**Maximum of 30 clients in the centre at any one time – these must be within an approved bubble (e.g. educational cohorts)Social Distancing -Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency<https://www.publichealth.hscni.net/news/covid-19-coronavirus> <https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people> Taking steps to review work schedules including start & finish times/shift patterns, working from home etc. to reduce number of workers on site at any one time. Also relocating workers to other tasks. Redesigning processes to ensure social distancing in place. Ensuring sufficient rest breaks for staff.Clear communications – do not take risks – be sensibleClimbing staff – training before openingReset climbing routes – to ensure they are easier Clear warm up protocol for all climbers**Symptoms of Covid-19**If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will be sent home and advised to follow the stay at home guidance.Line managers will maintain regular contact with staff members during this time.If advised that a member of staff or public has developed Covid-19 and were recently on our premises (including where a member of staff has visited other work place premises such as domestic premises), the management team of the workplace will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken. <https://www.publichealth.hscni.net/>**Mental Health** Management will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help Reference -<https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/> [www.hseni.gov.uk/stress](http://www.hseni.gov.uk/stress) | Employees to be reminded on a regular basis to wash their hands – suggested every 20 minutes for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace.Encourage staff to report any problems and carry out skin checks as part of a skin surveillance programme<https://www.hse.gov.uk/skin/professional/health-surveillance.htm>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - <https://www.publichealth.hscni.net/news/covid-19-coronavirus> Posters, leaflets and other materials are available for display.<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19> Charity Director tested also and any freelance instructors would be expected to test prior to entering the facilitiesRigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.Weekly deep clean by staff each climbing areas and equipment.Antibacterial spray for all equipmentClear signage at entry points to climbing areasStaff requested to remind clients of protocol at sign in point.Staff to check sanitising products daily and replenish frequently.All participants requested to use chalk on their hands for bouldering and climbing – current research indicating chalk makes the virus inactive <https://www.theclimbingacademy.com/tca-life/chalk-and-coronavirus/> Instructor staff 1 per 6 ratio maximum and potentially less depending on client needsTimetabling activities to ensure bubbles are adhered to and separate bubbles are separated with time for sanitising in between sessionsStaff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it.Management checks to ensure this is adhered to.Masks to be worn by instructors when operating in close proximity to climbers – (climbers will not be expected to wear masks when climbing – social distancing will be in place)Back office staff – separated to allow 2 metre distance. Good air flow – windows open – no Air Conditioning. In the interim home working where possibleRevised staffing arrangements with less staff.Reduction in customer numbersRequest customers adhere to COVID 19 guidanceMasks at reception point to protect clients and staff.Contactless payments if applicable and where possible to minimise the risk of contact.Signage and booking protocol to ensure maximum numbers are safe, allowing social distancing.Cordoning off areas of the Centre that are not considered safeRequest clients be mindful of ‘pinch points’ on stairwells and give each other space.CCTV – staff to monitor client activity in the event of groupsFloor walking to ensure safe distances and sanitizing are adhered to.Remove more technical climbs for a period of adjustment.If a climber needs first aid - instructor to assess and put on **PPE** (Mask and gloves) stored in the First Aid Kit. If required.Internal communication channels and cascading of messages through line managers will be carried out regularly to reassure and support employees in a fast changing situation. Line managers will offer support to staff who are affected by Coronavirus or has a family member affected. | Director for Community & Business Engagement to circulate risk assessment to all staff before reopeningFoundation Director & climbing support staffAll sanitise stations in situ – Foundation-staffCharity DirectorClimbing Centre support staff.Climbing centre support staffPR & MarketingCharity programme DirectorInstructor staff and Charity Programme DirectorInstructorsCharity programme DirectorCharity Programme DirectorMarketing & PRInstructor staffInstructor staffCentre Senior Management Team | Circulated Jan 2021 and updated and recirculated April 2021Jan 2021 and revisited April 2021Jan 2021Testing from April 2021When the centre is open and operational – April 2021Cleaned daily when centre is in use on reopening April 2021On reopeningTimetabling prior to reopeningApril 2021April 2021In progress and ongoing | All actions being executed when the centre is open.Actioned in situIn progressActioned and in situ |
|  |  |  | Review protocol on a weekly basis to ensure the Centre is:Maximising safety of staff and customersIdentifying any new hazards and mitigation of riskEnsuring protocol is being adhered to | Centre Senior Management Team | In progress and ongoing | In progress and ongoing |