

Hove Lagoon Model Yacht Club

Epidemic/Pandemic Risk Assessment

| No | Activity | Hazard | Consequence | Risk Before Controls | | | Control Measure | Risk After Controls | | |
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| | | | | LF | SC | R | | LF | SC | R |
| 1 | Sailing in close proximity to others. | Contamination | Spreading the virus between people. | 5 | 5 | 25 | <p>Non-essential physical work that requires close contact between members should not be carried out.</p> <p>Work requiring skin to skin contact should not be carried out.</p> <p>Plan all other work to minimize contact between members.</p> <p>Re-usable PPE should be thoroughly cleaned after use and not shared between members.</p> <p>No sharing of equipment such as mobile phones or desk phones wherever possible</p> <p>Single use PPE should be disposed of so that it cannot be reused.</p> <p>Regularly clean touchpoints, doors, buttons etc.</p> | 3 | 5 | 15 |

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| 2 | Travel to site | Contamination | Spreading the virus between people. | 5 | 5 | 25 | <p>Travel as a group should be avoided, if not possible maintain an empty seat between occupants and keep airflow through vehicle; wherever possible members should travel to site alone using their own transport.</p> <p>Sites need to consider:</p> <ul style="list-style-type: none"> ➤ Parking arrangements for additional cars and bicycles. ➤ Site parking should not encroach on public footpaths or any area where regular use by third parties is to be expected. ➤ Use other means of transport to avoid public transport e.g. cycling. ➤ Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if water is not available. <p>Keep Inside of vehicles clean, wipe down at the end of each day.</p> <p>Stick to one driver, if the driver needs to change due to tiredness, illness etc. clean driving area when changing drivers (steering wheel, handbrake, gear lever, indicator stalks etc)</p> <p>Carry anti-bacterial gel and / or wipes</p> <p>Use disposable gloves at fuel pumps</p> <p>Refrain from going into fuel stations in groups, pay with contactless if possible</p> <p>If paying for parking, use apps or contactless where possible</p> <p>Avoid using accesses in busy, built up areas.</p> | 3 | 5 | 15 |
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| 3 | General Good Hygiene Precautions | Contamination | Spreading the virus between people. | 5 | 5 | 25 | <p>Do not share pens when signing paperwork</p> <p>Do not share phones or other equipment wherever possible</p> <p>Clean your hands with anti-bacterial gels before drinking, smoking or eating</p> <p>Avoid touching your eyes, nose, and mouth with unwashed hands</p> <p>Cover your cough or sneeze with a tissue, then throw the tissue in a bin and wash your hands</p> <p>If one person in your team displays symptoms, the - whole team must self-isolate for 14 days to prevent spreading to other teams – notify HMYC so that deep cleaning of Welfare that may have been used can be carried out</p> <p>Reduce ‘mixing & matching’ teams and tools/ equipment</p> <p>Maintain 2m distance between team members</p> <p>Avoid interaction with members of the public if possible, if this cannot be achieved maintain 2m distance</p> <p>Ensure cleansing wipes available to wipe down Receivers and boats</p> | 2 | 5 | 10 |
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| 4 | Use of site welfare facilities | Contamination | Spreading the virus between people. | 5 | 5 | 25 | <p>Stop all non-essential visitors.</p> <p>Require all skippers to wash or clean their hands before entering or leaving the site.</p> <p>Reduce the number of people in attendance at site inductions and consider holding them outdoors wherever possible.</p> <p>Ensure soap and fresh water is readily available and kept topped up at all times.</p> <p>Provide hand sanitiser where hand washing facilities are unavailable.</p> <p>Regularly clean the hand washing facilities and check soap and sanitiser levels.</p> <p>Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</p> <p>Stay 2 metres away from other people.</p> <p>Wash hands before and after using the facilities.</p> <p>Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush.</p> <p>The members should also be required to stay on site once they have entered it and not use local shops.</p> <p>The members should be encouraged to bring pre-prepared meals and refillable drinking bottles from home to avoid frequenting places where there is a risk of cross-contamination such as fast food takeaways, cafes etc.</p> <p>Communal crockery, eating utensils, cups etc. should not be used. Use own crockery and utensils and ensure</p> | 2 | 5 | 10 |
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| | | | | | | | that individuals suitably clean and store these once finished with. | | | |
| 5 | Manning Offices | Contamination | Spreading the virus between people. | 5 | 5 | 25 | <p>Club house to be regularly and professionally cleaned, including door handles</p> <p>Each member to be responsible for making their own tea/coffee etc</p> <p>No sharing of computer equipment, for example keyboards or mice</p> <p>Any Government advice to be followed regarding coughing/sneezing into tissues which are deposited into the bin, avoid touching your face and avoid people who are unwell</p> | 2 | 5 | 10 |

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| | | | | | | <p>Any Government advice to be followed in respect of increasing the washing of hands and for at least 20 seconds</p> <p>Members should be encouraged to follow government advice to avoid social venues (pubs/restaurants etc) even if they have no symptoms</p> <p>Hand sanitiser to be available in club house</p> <p>There should be only be one person at a time in the club house</p> <p>Visitors should be deterred from entering our club house</p> <p>No travel to or holding of meetings unless sanctioned in advance</p> | | | |
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