**Newbury and Thatcham Green Gym**

**Coronavirus COVID 19 Risk Assessment**

**July 2020**

COVID 19 represents a risk to participants in Green Gym activities which will require changes to our normal working practices in the foreseeable future. These risks and measures to mitigate them may need to change as more information and guidance becomes available.

**General Considerations:**

Groups at risk at all Newbury and Thatcham Green Gym venues are volunteers and general public.

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| **Hazards** | **Control measures and good practice, in accordance with government guidelines** | **Risk Assessment Actions** |
| Risk of Coronavirus transmission through:* Contact with infected person
* Contact with contaminated surface
 | Ensure all participants are aware of COVID 19 risk assessment Minimise contact with general public on task sitesMaximum number of participants is currently 6, including the task leader and site contact, if present | COVID 19 Briefing in advance of each task |
| Health Issues | Anyone with health problems, self-isolating, listed as vulnerable or displaying any signs of COVID 19 should not attendMaintain contact with such members through email and telephone to provide support and encourage their return when it is safe to do soAnyone who develops symptoms of coronavirus in the 7 days following an activity should inform the task leader who will then notify the other volunteers and the Contact Tracing Service.Those aged over 70 to consider their own circumstances and take extra care, if considering attending and should not act as task leaders. | Ensure all contact details are up to date |
| Person to person contact | Maintain social distance, minimum of 2 metres. If contact closer than 2 metres, but over 1 metre is unavoidable, face coverings must be wornReduce face to face workingFrequent hand washing and/or sanitising  | All to be made aware of COVID rulesParticipants asked to provide own sanitiserBuy additional sanitising gel |
| Arrival on site | No car sharing unless same household or bubbleMaintain social distance at parkingIdentify location of washing facilities, if any |  |
| Briefing | Observe social distance by forming a circle or horseshoeTask leader to note names of attendees and tools allocated | No sharing of pens |
| Reducing person to person contacts | Work zones should be set to reduce movement and maximise separation of workers to at least 2m apartWork side by side, rather than face to faceWhere feasible, a one-way system around any bonfire or other common areas should reduce face to face contactFace masks to be worn at personal discretion, unless government advice indicates otherwise |  |
| Personal Protection Equipment | Always wash hands or use sanitiser before eating, drinking or smokingEach participant to bring and wear glovesPersonal eye protection/goggles will be provided, if required and then retained by volunteer to bring to future tasksFace masks to be worn at personal discretionFace covering for First Aid purposes only | Buy and provide goggles for those who do not already have their own |
| Breaks – eating and drinking | Maintain social distance at all timesSanitise and wash hands before eating or drinkingEach participant to bring their own refreshments and mugs | Bring own refreshments |
| Accidents and other incidents | COVID Guidance states that First Aid can be rendered following an accident or incident even if social distancing is compromised. First aiders are reminded that their own personal safety comes first.  | Add plastic apron & face masks to First Aid Kit |
| Signage | Additional signage may be needed to inform volunteers and public of COVID 19 working arrangements | Amend signage |
| Contact with contaminated surfaces:hand tools | Tools to be unloaded from vehicle or compound by only one person wearing glovesMinimise the number of gloved volunteers handling wheelbarrows during a taskEach hand tool to be numbered and allocated to named individual at briefingParticipants may bring their own labelled tools, if suitable for the task and are responsible for their use by themselves onlyParticipants to pay particular attention to where tools have been placed during the task and only to use those tools allocated to them in personTools and wheelbarrows to be wiped down and handles sanitised after each task and if inadvertently shared during task.Tools to be quarantined for a minimum of 72 hours between tasksSwinging tools to be avoided for the duration as these should not be used with gloved hands | Number tools in advancePurchase sanitiser for tool handles |