**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 sites  Maximum 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 attend  Maintain contact with such members through email and telephone to provide support and encourage their return when it is safe to do so  Anyone 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 worn  Reduce face to face working  Frequent hand washing and/or sanitising | All to be made aware of COVID rules  Participants asked to provide own sanitiser  Buy additional sanitising gel |
| Arrival on site | No car sharing unless same household or bubble  Maintain social distance at parking  Identify location of washing facilities, if any |  |
| Briefing | Observe social distance by forming a circle or horseshoe  Task 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 apart  Work side by side, rather than face to face  Where feasible, a one-way system around any bonfire or other common areas should reduce face to face contact  Face 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 smoking  Each participant to bring and wear gloves  Personal eye protection/goggles will be provided, if required and then retained by volunteer to bring to future tasks  Face masks to be worn at personal discretion  Face 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 times  Sanitise and wash hands before eating or drinking  Each 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 gloves  Minimise the number of gloved volunteers handling wheelbarrows during a task  Each hand tool to be numbered and allocated to named individual at briefing  Participants may bring their own labelled tools, if suitable for the task and are responsible for their use by themselves only  Participants to pay particular attention to where tools have been placed during the task and only to use those tools allocated to them in person  Tools 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 tasks  Swinging tools to be avoided for the duration as these should not be used with gloved hands | Number tools in advance  Purchase sanitiser for tool handles |