



# Elevate Elite C.I.C.

## COVID-19 Risk Assessment

Organisation/Company: Elevate Elite C.I.C.  
 Nature of Activity: Gymnastics / Cheerleading / Tumbling / Dance  
 Indoor Venue: Sports Hall B, Iveshead School, Forest Street, Shepshed, Leicestershire, LE12 9DB  
 Assessed By: Hannah Bottomley & Emma Kirk (Club Directors & COVID-19 Officers)  
 Date of Assessment: 20/08/2020  
 Review Date: Ongoing during COVID-19 pandemic

Elevate Elite C.I.C. has undertaken this risk assessment in preparation for the full reopening of our club in September 2020. We acknowledge that there is still a risk of COVID-19 transmission in the UK, a disease which has the potential to spread asymptotically and rapidly, causing illness and even death. We fully recognise our responsibility to mitigate the risks of COVID-19 transmission within our club and also to the wider community. This document details the actions we are taking in order to operate in as safe a way as possible with regards to COVID-19. There are several relevant government and NGB guidance documents which have been consulted to create this risk assessment, including:

- Guidance for people who work in grassroots sport and gym/leisure facilities: <https://tinyurl.com/yclzdru7>  
 Return to recreational team sport framework: <https://tinyurl.com/y56y8b6b>  
 British Gymnastics Step Forward Plan: <https://tinyurl.com/y6b2za3u>  
 Sport Cheer England Return to Play Guidance: <https://tinyurl.com/y42udwhe>

**Key:**

<b>Likelihood:</b>	<b>Severity:</b>
1. Very unlikely	1. Very minor
2. Unlikely	2. Minor / First Aid
3. Possible	3. Significant illness / injury
4. Likely	4. Major illness / injury
5. Very probable	5. Death / Major illness or injury to multiple persons

**P = Probability of illness / injury, S = Likely severity should illness / injury occur, R = Risk rating (PxS)**

**General Principles:**

- No person who is presenting symptoms of Covid-19, or has tested positive for Covid-18, is to come to sessions. If a person has come into close contact with, or is in the same household or support bubble as someone who has tested positive for COVID-19, they must also not come to sessions. This applies to children participating, parents dropping off and all Elevate Elite staff members and volunteers. They must self-isolate for the required time and follow current government guidance: <https://tinyurl.com/y6aa98ne>.
- Social distancing of 2 metres between people from separate households (or 1m plus additional precautions) must be adhered to at all times, as per government guidelines: <https://tinyurl.com/y94v7b8q>.
- Elevate Elite C.I.C. will adhere to all policies and risk assessments from Iveshead School relating to the hire of their facilities.

**Risk Assessment:**

Hazard	Who might be harmed and how?	Risk without control measures			Control Measures	Risk with control measures			Further Action Required
		P	S	R		P	S	R	
Lack of social distancing measures for athletes and parents accessing and leaving the venue.	Large amounts of people outside the venue or in the entranceway to the venue would increase the risk of infection being spread. There is a risk of infection to athletes, coaches, parents and the wider public due to a lack of social distancing.	4	5	20	Parents and children will be asked to arrive for pick up / drop off as close to their session start / finish time as possible. If they arrive early, they will be asked to wait either inside cars or outside the venue until their session start / finish time. Coaches will supervise children entering the venue at all session start / finish times and ensure all children are dropped off / picked up safely and in a socially distanced manner. Parents will not generally enter the building (see exceptions below). A 'one way' entrance/exit system to be used for drop-off and pick-up. Where possible, staggered session start / finish times with a gap of at least 15 minutes between different sessions will be used.	2	5	10	All children, parents and coaches to be reminded of the need for social distancing when entering and leaving the building.

Lack of social distancing measures caused by large amounts of people inside the venue. Lack of ventilation within the venue.	There is a risk of infection to participants, coaches and the wider public due to both droplet and 'aerosol' spread of COVID-19.	4	5	20	The size of Sports Hall B at Iveshead School is approximately 5000sq ft. Therefore at any one time, there will be a maximum of 50 people in the sports hall, including children, coaches and anyone else. This is to ensure that is 100sq ft of space per person, as recommended by government guidelines for sport and leisure facilities. The changing rooms in the sports hall will not be used due to it being difficult to ensure social distancing in there. Children and coaches to be asked to arrive already changed.	2	5	10	Doors will be left open where possible to ensure good ventilation, and minimise the risk of airborne spread of COVID-19.
Lack of social distancing between children and coaches due to inadequate setup and planning of sessions.	There is a risk of infection to participants, coaches and the wider public due to a lack of social distancing.	5	5	25	Social distancing markers will be used (e.g. spots to stand, utilising equipment). Where to stand and when to move will be clearly communicated with all athletes before and during the session. Social distancing of 2m to allow for close contact within sports, can only be reduced in specific circumstances outlined in that sport's government approved guidance and with mitigations (please see British Gymnastics Step Forward Plan and SportCheer England Return to Play document linked above).	3	4	12	No skills to be attempted that are beyond a child's physical capabilities, to reduce the need for coaches to 'spot' skills.
Children and coaches may not know how to keep themselves safe from exposure to COVID-19. Younger children or those with disabilities may not understand social distancing.	There is a risk of infection to participants, coaches and the wider public due to a lack of social distancing.	5	5	25	Pre-school aged children will be supervised by a parent at all times during sessions to ensure social distancing. For children with disabilities, a parent will be allowed to enter the building and supervise their child where necessary.	3	5	15	Children to be reminded about social distancing before and during each session. Visual cues, e.g. spots, hoops etc to be used to help younger children.

... continued from page 3.					Other school aged children who are unable comply with social distancing may be asked to not attend sessions.				
Inadequate personal hygiene and hand washing by children and coaches.	There is a risk of infection to children, coaches and the wider public due to the spread of infection via unclean surfaces.	4	5	20	Children and coaches to wash hands before leaving for the session and when they arrive home. Everyone to wash their hands after using the toilet. Hand sanitiser to be used on entry/exit to the venue and may also be used during the session when necessary. Children will be encouraged to bring their own hand sanitiser to sessions, but coaches will have a supply too. Any used tissues to be disposed of in the labelled 'used tissue' bin and hands washed immediately afterwards. Any person who sneezes or coughs onto their hands during the session to be asked to immediately wash or sanitise their hands.	2	5	10	All children to be reminded of proper hand washing – to use soap and wash hands thoroughly for 20 seconds. Coaches to ensure that there are adequate supplies of soap and hand sanitiser at the venue at all times. Parents to be reminded to send children to sessions in fresh, clean clothes / leotards and to change and wash clothes after each session.
Inadequate hygiene and cleaning measures surrounding 'high touch' surfaces and equipment.	There is a risk of infection to children, coaches and the wider public due to the spread of infection via unclean surfaces.	4	5	20	Maintenance of a robust cleaning schedule including monitoring and cleaning before, during and after sessions. High touch surfaces such as door handles, gymnastics bars, vaults, tumble blocks etc. to be wiped down between each group using them. Bare feet to be sanitised before using apparatus such as beams and vaults. All mats and other equipment to be sprayed with disinfectant at the end of each evening.	2	5	10	Where possible there will be an additional adult volunteer present to assist with cleaning. Coaches to ensure that there are adequate supplies of cleaning materials at the venue at all times.

... continued from page 4					Hand sanitiser to be used on entry/exit to the venue and may also be used during the session when necessary.				
Inadequate hygiene and cleaning measures surrounding handheld and personal equipment.	There is a risk of infection to children, coaches and the wider public due to the spread of infection via unclean items.	4	5	20	Where handheld or personal equipment is used (e.g. hoops or balls), it is not to be shared between children within the group. All handheld equipment to be disinfected between each use. Where hand-held equipment is more difficult to disinfect between groups (e.g. beanbags or poms), it will either not be used at all, or it will be taken away and washed more thoroughly between each use. Personal equipment such as handguards and wrist supports should not be shared between children. They should be washed between each session.	2	5	10	Where possible there will be an additional adult volunteer present to assist with cleaning. Coaches to work with Iveshead School to ensure that there are adequate supplies of cleaning materials at the venue at all times.
The storage of personal items such as bags, shoes and water bottles etc. will increase the risk of infection transmission	There is a risk of infection to children, coaches and the wider public due to the spread of infection via unclean items.	4	5	20	Children to bring as few personal items into sessions as possible. Water bottles, bags, shoes etc to be kept in a designated space for each athlete. All water bottles to be clearly labelled and/or clearly distinguishable from others to avoid mix ups.	2	5	10	Markers such as different coloured hoops to be used to designate space for each child's personal items.
An child or coach presents with COVID-19 symptoms during a session.  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a>	Potential transmission of COVID-19, resulting in people contracting the virus. Heightened risk to the individual if they are not treated in a timely manner.	3	5	15	All coaches will be familiar with the potential symptoms of COVID-19 and will use the appropriate action steps (following NHS guidelines) should an athlete or coach become ill during the session. If an anyone develops a high temperature or a persistent	3	4	12	Make sure that all children reminded to communicate with an adult if they start to feel unwell.

... continued from page 5					<p>cough while at a session, they should:</p> <ul style="list-style-type: none"> <li>- Be isolated in an area away from others whilst parents are contacted.</li> <li>- Return home as soon as possible.</li> <li>- Avoid touching anything.</li> <li>- They must then follow the guidance on testing and self-isolation and not return to sessions until any periods of self-isolation have been completed.</li> </ul> <p>All parents of children who were at the same session to be informed. Coaches to deep clean any equipment the person has used. The venue to be informed of a possible COVID-19 case on their premises so that they can inform staff and carry out a deep clean.</p>				
A child or coach who has been to a session recently tests positive for COVID-19.	Higher risk of infection to athletes and coaches.	3	5	15	<p>Co-operate with the NHS track and trace service to inform them of the incident and provide any relevant details. Contact all those who had been at the same session as the infected person so that they can take additional steps if necessary. Remind those affected they must follow any instructions given to them by the NHS track and trace service, including isolating for 14 days if necessary.</p>	2	5	10	<p>Ensure all participants' contact details are up to date for effective contact tracing. Consider suspending all sessions that the person with COVID-19 has attended, for 14 days.</p>
In the event that a child or coach who has been to a session is infected with COVID-19, multiple contacts between athletes and coaches could cause a large outbreak.	Higher risk of infection to large numbers of athletes, coaches, family members and the wider public.	3	5	15	<p>Group sizes and 'bubbling' to be determined by NGB guidance: Gymnastics – group sizes to be reduced for the time being. Coaches to remain with the same groups each week as much as possible. Cheerleading – group size is determined by the capacity of the</p>	2	5	10	<p>Moving sessions / groups should be avoided where possible and the club should consider requiring a 14 day break between attending the old and new session.</p>

... continued from page 6					venue, so in this case 50 people as detailed above. However for the time being, group sizes will be limited to 25 and in most cases will be smaller than this. Groups will be fixed with the same children and coaches attending the same sessions each week.				Where separate sessions are happening at the same time, the club to consider using physical barriers to assist with keeping groups separate (e.g. cricket nets and benches).
*Cheerleading only* Close contact within cheerleading stunts presents an increased risk of transmission of COVID-19.	Higher risk of infection to large numbers of athletes, coaches, family members and the wider public.	4	5	20	When taking part in close contact elements of cheerleading (e.g. stunts & pyramids), sport specific government approved guidance to be followed at all times. Please see linked 'Return to Play' document from Sport Cheer England above, which has been approved by the DCMS (government).  The guidance includes limiting this close contact to 15 minutes at a time, with breaks for hand washing or sanitising before and after. It also includes strictly limiting close contact within stunting to 'bubbles' of 6 athletes.	3	4	12	Moving 'stunt bubbles' should be avoided where possible and if it is necessary, a 14 day break of close contact between the old and new bubble would be required.