




<b>HUDDERSFIELD SAILING CLUB</b>	<b>COVID-19 RISK ASSESSMENT</b>	
<b>Author: Paul O'Connor</b>	<b>Issued March 2021</b>	

<b>HSC Covid Action Group (CAG):</b> <ul style="list-style-type: none"><li>• Paul O'Connor (Commodore)</li><li>• Roger Stephenson (Vice Commodore)</li><li>• Jacki Doyle (Training Coordinator)</li><li>• Andrew Molyneux (Trustee)</li></ul>	<b>Risk Hierarchy</b> <ol style="list-style-type: none"><li>1. Elimination</li><li>2. Substitution</li><li>3. Engineering controls</li><li>4. Procedural / administrative controls</li><li>5. Personal protective clothes and equipment</li></ol>
<p>HSC is not a fit and proper body to offer health advice and will always defer to government advice. To keep everyone safe, members are asked to keep themselves up to date of the current advice applicable to them using a reputable source.</p> <ul style="list-style-type: none"><li>• Shielding and isolation remains the key defence for vulnerable groups.</li><li>• Physical (social) distancing and good hand and face hygiene are the key defences for everyone else.</li><li>• The use of face coverings, gloves or other PPE is up to the individual user.</li></ul> <p>Members should use the procedures described below and follow the instructions laid out herein, and in other Covid-19 related documents issued and posters displayed.</p>	
<p>Things to consider before travelling to the club:</p> <ul style="list-style-type: none"><li>• Everyone should be aware that they can spread the virus even if they don't have symptoms.</li><li>• HSC makes no guarantee of safety with respect to virus transmission.</li><li>• Anyone who has had symptoms of Covid-19 or has had contact with someone who has are asked not to attend the club until a negative test has been obtained.</li><li>• Members have a duty to take reasonable care of their own health and safety and that of others who may be affected by their acts or omissions. We must be considerate of all attendees to the club and ask individuals who are unwilling to maintain physical distance or otherwise adhere to this risk assessment to leave the premises. They may be suspended from the club.</li><li>• The clubhouse, including the garage and mast locker, is generally out of bounds, however; in addition to emergency access, the toilets can be used, and the Race Officer can access the tower.</li><li>• There is no intention to launch the powerboat. Members should consider this before arriving at the club.</li><li>• Less experienced sailors should consider their ability to cope with the weather conditions before travelling to the club. If in difficulty, advice can be given from the water or the bank, but rescues need to be avoided.</li><li>• Sailing is not advised in Force 5 or above.</li><li>• The maximum permitted number of boats to be launched is 15 and crews must book in advance to manage numbers. Members must rig, sail, de-rig and leave the premises within the allotted booking time.</li><li>• <b>Vaccination does not excuse members from adhering to these rules.</b></li></ul>	





**Do not leave home if you or someone you live with has any of the following:**

- a high temperature
- a new, continuous cough
- a loss of, or change to, your sense of smell or taste




HM Government






**HANDS**




**FACE**




**SPACE**

Note: Face coverings not currently required at HSC (March 2021).


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Who might be harmed by exposure to Covid-19?			
✓ Members	✓ Non-sailors	✓ Visitors	✓ Anglers


Hazard • Consequence	Likelihood	Consequence	Risk Rating	Control Measures	Likelihood	Consequence	Risk Rating
<b>Touch Contact</b> • Illness • Death	3	5	15	<ul style="list-style-type: none"> <li>Tasks which involve direct contact with others should not take place except in an emergency. Activities which sometimes require more than one person (e.g. stepping a mast) should take place with assistance from someone within the same bubble.</li> <li>Members and visitors should take care to minimise risk in all practices and activities so as to avoid the need for contact to be made. <ul style="list-style-type: none"> <li>e.g. avoid the need for assistance, rescue or first aid.</li> </ul> </li> <li>Tasks that normally require assistance must be completed with people from within the same bubble or modified to maintain the recommended physical distance. <ul style="list-style-type: none"> <li>e.g. assisting with recovering boats up the ramp. 1 pull, 1 push (wash hands).</li> </ul> </li> <li>Avoid touching “communal” surfaces with hands as much as possible and wipe down frequently.</li> <li>Wash hands frequently.</li> <li>Club boats will be quarantined for three days after use. Club boats not available for use. March 2021</li> </ul>	1	5	5
<b>Airborne Contact</b> • Illness • Death	3	5	15	<ul style="list-style-type: none"> <li>Maintain physical distance with people outside your bubble. Respect the space around other people.</li> <li>Coughs or sneezes should be caught in a tissue or by covering your nose and mouth with your shoulder / elbow.</li> </ul>	1	5	5
<b>Symptoms and Cases of Covid-19</b> • Illness • Death	3	5	15	<ul style="list-style-type: none"> <li>Members &amp; visitors attending the club should keep themselves up to date with the current government guidance and adhere to advice that applies to them.</li> <li>Parents of junior members and carers are welcome, but members are respectfully asked not to attend purely to socialise.</li> <li>Respect distancing for everyone outside your own bubble and consider the needs of individuals who may have been asked to pay particular attention to physical distancing.</li> <li>Members who are ill should not attend the club.</li> </ul>	1	5	5

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<b>Hazard</b>  • <b>Consequence</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Rating</b>	<b>Control Measures</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Risk Rating</b>
<b>Symptoms and Cases of Covid-19 continued</b> • Illness Death				<ul style="list-style-type: none"> <li>For everyone's safety, anyone who has symptoms of, or who has been in contact with, someone who has Covid-19 are asked not to attend the club until a negative test has been obtained.</li> <li>Wash hands frequently.</li> </ul>			
<b>Ineffective Personal Hygiene Practices</b> • Illness • Death	3	5	15	<ul style="list-style-type: none"> <li>Members &amp; visitors attending the club must undertake effective frequent handwashing as stated on signage.</li> <li>To maintain effective hygiene, the club will provide hand washing / cleaning materials, but to effectively manage the club supply, members are asked to use their own products where possible.</li> <li>Avoid touching boats, equipment or belongings which do not belong to people in your bubble.</li> </ul>	1	5	5
<b>Failure to Maintain Physical distancing</b> • Illness • Death	3	5	15	<ul style="list-style-type: none"> <li>If someone outside your bubble breaches distancing rules, move away and politely remind the individual to keep their distance.</li> <li>Access to the toilet should be through the side door.</li> <li>Access to the tower should be through the side door and is limited to the Race Officer of the day.</li> <li>The front clubhouse door should remain shut as should the double doors.</li> <li>Boats should not be rigged and people should not congregate in "pinch-points" such as the area between the top of the ramp and the front door. (See "Do not rig here" plan).</li> <li>Individuals who are unwilling to maintain physical distance or otherwise adhere to this risk assessment will be asked to leave the premises and may be suspended from the club.</li> </ul>	1	5	5
<b>Visitors (including Anglers)</b> • Illness • Death	3	5	15	Visitors include non-sailors and anglers. <ul style="list-style-type: none"> <li>Visitors must maintain the minimum physical distancing requirement at all times.</li> <li>Visitors must not enter the clubhouse other than to use the toilet / washing facilities.</li> </ul>	1	5	5
<b>Lack of Covid – 19 Awareness and Knowledge</b> • Illness • Death	3	5	15	<ul style="list-style-type: none"> <li>Display posters and other items raising awareness of Covid-19 including actions that people should take to keep themselves and others safe.</li> <li>The following types of guidance should be displayed:               <ul style="list-style-type: none"> <li>Posters on hand washing should be displayed at appropriate locations.</li> <li>Posters on physical distancing should be displayed at appropriate locations, this should include at the gate, the entrance/exit of the club and the changing rooms / toilets.</li> </ul> </li> </ul>	1	5	5

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Hazard	Likelihood	Consequence	Risk Rating	Control Measures	Likelihood	Consequence	Risk Rating
<ul style="list-style-type: none"> <li>Consequence</li> </ul>							
<b>Waste Management</b> <ul style="list-style-type: none"> <li>Illness</li> <li>Death</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>All members and visitors to the premises should collect all waste and take it home for disposal.</li> </ul>	1	5	5
<b>Insufficient Cleaning</b> <ul style="list-style-type: none"> <li>Illness</li> <li>Death</li> </ul>	3	5	15	<ul style="list-style-type: none"> <li>Ensure that the club has sufficient suitable cleaning materials.</li> <li>Ensure areas in use are cleaned down after use. <ul style="list-style-type: none"> <li>Pay particular attention to common “touch points” such as door handles or surfaces.</li> </ul> </li> </ul>	1	5	5

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<b>Likelihood of harm occurring</b>	Almost Certain	5	10	15	20	25
	High	4	8	12	16	20
	Medium	3	6	9	12	15
	Low	2	4	6	8	10
	Improbable	1	2	3	4	5
		Minor	Low	Medium	High	Severe
<b>Consequence</b>						

<b>Likelihood (L)</b>	<b>Value</b>	<b>Consequence (C)</b>
<p><b>Improbable:</b> Loss, accident or illness could only occur under freak conditions. The situation is well managed, and all reasonable precautions have been taken. Ideally, this should be the normal state of the workplace.</p>	1	<p><b>Minor:</b> Causing minor injuries (e.g. cuts, scratches). No lost time likely other than for first aid treatment. Loss or damage in the form of superficial damage to an object.</p>
<p>0-1 Very Low Risk: Continue with the task. Ensure implemented controls are maintained.</p>		
<p><b>Low:</b> The situation is generally well managed – however incidents could occur. Also applies to situations where people are required to behave safely to protect themselves but are well trained and experienced to do so.</p>	2	<p><b>Low:</b> Causing significant injuries (e.g. sprains, bruises, lacerations. Loss or damage to fixtures and fittings).</p>
<p>2-5 Low Risk: Acceptable level of risk for task to continue as long as identified controls are abided to and maintained.</p>		
<p><b>Medium Probability:</b> Insufficient or substandard controls in place. Loss is unlikely during normal operation, however; it may occur in emergencies or non-routine conditions.</p>	3	<p><b>Medium:</b> Moderate damage to property. Injuries requiring medical attention causing temporary disability (e.g. fractures).</p>
<p>6-10 Medium Risk: Proceed with caution. Maintain awareness of the hazards present and changing conditions. Consult Covid committee about the residual risks and / or explore further controls as far as reasonably practicable.</p>		
<p><b>High Probability:</b> Serious lack of control measures. The effects of human behaviour or other factors could cause an accident but is unlikely without this additional factor.</p>	4	<p><b>High:</b> Injuries requiring hospitalisation and potentially causing permanent disability (e.g. loss of limb, sight or hearing). Large scale property damage.</p>
<p>11-16 High Risk: Eliminate or substitute the task where appropriate to remove the hazard. Consult Covid committee about the remedial risks including the requirement for further control measures as far as reasonably practicable.</p>		
<p><b>Almost Certain:</b> Absence of any control measures. An accident is near certain if control measures are not introduced.</p>	5	<p><b>Severe:</b> Causing death to one or more people. Loss or damage could cause serious disruption (e.g. major fire, explosion or structural damage).</p>
<p>17-25 Very High Risk: Unacceptable level of risk involved with task using the existing control measures. STOP task, consult Covid committee, and look to implement additional control measures. DO NOT recommence task until risk is reduced to an acceptable level.</p>		