

Bough Beech SC – Open Meetings 2021 Covid Risk Assessment

Date: 02/03/20

Version: 1

Subject to revision from time to time

Key Points

- **Don't come if you are feeling unwell**
- **Bring own gloves, soap/sanitiser when visiting club. Masks required in clubhouse**
- **Observe social distancing**
- **Sail only if conditions are well within your capabilities**

| Item | Assessed Risk | Mitigation | Action |
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| Visiting Club Site | Contamination when entering/leaving site | Gate will normally have been opened by OOD on race days before competitors arrive. If visiting the club on other occasions, competitors to treat padlock/gate as potential contamination point and take personal action to avoid cross contamination. | Competitors to use gloves when opening padlock when both arriving and leaving, and clean lock with sanitiser after use. |
| | Virus spread due to large number of people on site, including fishermen | Visits limited to club members and Event competitors only – no visitors permitted If the number of sailors on site leads to potential congestion at any point, new arrangements to be considered to stagger visits. Fisherman who are legitimately on site, have own set of rules to prevent spread of virus Club to support Government "Track and Trace" requirements | Competitors to ensure no visitors enter site and gate is locked on entering and leaving on non-race days. Committee members to monitor activity as and when possible, and put remedies in place Competitors to respect fishermen's concerns about catching virus through negligence of sailors. Competitors/members asked to record visits to club by sending email to ivisitedbbbc@gmail.com |
| | Virus contamination while on site | Competitors to perform self symptom check before attending club. If anyone is feeling unwell and could be suffering from Covid 19, the whole group should not to come to site Competitors who are well have choice to visit or not. Members in vulnerable categories to pay particular heed to Government advice on social contact and distancing. In all events, visit to club is at members personal risk. | Reminder in NoRs and in communications about the event from the club. NFA |
| | Contamination from socialising in groups | Competitors to follow rules on social distancing. No gathering in groups of more than 6 once sailing has finished and no interaction between groups. | Reminder in NoRs and in communications about the event from the club. |

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| | | | Club officers will seek to ensure the rule is observed |
| The car/boat park | Contamination in car park | Competitors to park 2 metres away from other vehicles. Observe social distancing at all times. Competitors also to observe social distancing while rigging or derigging boats in boat park | |
| Clubhouse | Contamination from contact points within club by those using it on duty | The Club will not have been entered for a week, allowing time for any contamination to die. Face coverings to be worn in clubhouse | Only OOD and assistant have access to club: they obtain radios, open fire escape door to Race Office and open boatshed for RIB. They put everything away at end of day They wipe all surfaces and door handle with the disinfectant when leaving. Material and equipment to be provided by club. |
| <u>THIS SECTION RELEVANT ONLY IF CLUBHOUSE IS OPEN</u> | Contamination in Galley and bar | N/A at present | N/A |
| | Contamination in changing rooms | Competitors encouraged to minimise use of changing rooms, e.g. by arriving dressed for sailing and wearing dry suits. Numbers using changing rooms at any one time limited; designated separated spaces; use of masks, no talking, no gear left in changing room; desanitise changing space after use; all windows open; hand driers taken out of service unless automatic? A fogger may be used in changing rooms before they are opened and during day. | Warnings in NORs Notices up remind people of rules Desanitisation material to be provided by each changing space. Paper towels in place of hot air driers. |
| | Contamination in WCs | Limited number of WCs in use. Lids to be closed before flushing. Individuals to clean cubicle before/after use | Desanitisation material to be provided in WCs. |
| | Contamination in showers | Showers not in use | |
| Racing and racing organisation | Risk of contamination at sign-in, handling of money and pencils/papers etc | Sign-in to be done in advance online. Payments taken remotely | |
| | Risk of contamination between competitors grouped for race briefings | (If allowed) briefings to competitors to be done outside with strict social distancing maintained. Alternative is briefings done virtually by You Tube and with notices on Club website. Possible additional use of WhatsApp and Facebook to communicate with competitors. | All competitors to be advised of relevant links |

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| | | Last minute changes posted in sheltered open area (by course board or by changing tents) | |
| | Risk of contamination between competitors during launching and recovery at busy times | Beachmaster to have a plan to stagger launching times, e.g. requiring Asymmetric boats to remain in dinghy park until called forward. | |
| | Risk of contamination of beach assistants handling others' launching trolleys etc | Family members to help where possible Desanitisation point to be provided in launch area. | |
| | Risk of contamination from common use of pencils/paper at sign-in and sign off | Entry to event constitutes sign-in. No sign off but verbal report to race team required in event of penalties taken or retirements. | |
| | Cross contamination between race crews not from same household | Crews not from same household to follow RYA mitigation guidance on best behaviours on water for mixed household crews | Crews to be familiar with RYA guidance and evaluate personal risk involved in this. https://www.rya.org.uk/SiteCollectionDocuments/clubs/RYA%20Sailing%20%26%20Racing%20in%20Mixed%20Households.pdf |
| | Competitors get into difficulty on the water | Competitors to check their boat is put together properly and is seaworthy before launching. Competitors encouraged to self-help as far as possible before intervention of safety boat which will be using Covid-safe procedures. Competitors must carry towing lines (rule in SIs) Race officer to act conservatively and cancel racing if conditions become challenging for competitors | Obligation mentioned in SIs Competitors also to act conservatively and continue racing only when well within their limits |
| | Handling of Protests | Online protest form. Submission by email. Zoom Protest Hearing at a later date | |
| | Risk of contamination during prize-giving | Socially spaced, by Zoom or none at all | |
| Safety Boat | Proximity cross contamination when ferrying race crew to Committee boat | RIB skipper to operate RIB alone. Passengers to spread out as far as possible around boat. | |
| | Proximity cross contamination between Safety Boat skipper and assistant | If not from same household, to remain as far apart as possible (min 1 metre) and wear PPE | |

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| | Proximity contamination between Safety Boat crew and others when launching and recovery | Social distance to be maintained while lunching/recovery Hand washing after any contact with possibly contaminated surfaces. | |
| | Contamination from equipment | Boat and buoys will have been stored for a week before use. | Boat and equipment including buoys to be decontaminated before launching. |
| | Cross contamination from anybody who has to be rescued from water and recovered to safety boat | Safety Boat coxswain has drawn up full mitigating procedures for safety boat crew including use of PPE. | All competitors to carry 6m tow rope |
| Committee Boat | Proximity cross contamination between RO and AROs | Social distancing to be maintained on board at 1 metre plus. | |
| | Cross contamination affecting ROs from starting equipment | Decontaminate/wipe down equipment before/after use. Only one person to operate Accusail. Others operate specified flag lines and use separate recording boards to avoid any equipment sharing. Face Masks to be worn on Committee boat | Desanitising equipment to be available on Why Not? Equipment to be cleaned after use but will not be used again for a week allowing contamination to die. |
| Race Office | Cross contamination from clubhouse fixtures/computer | Race Office and Computer will not have been used previously for a week. Only one member of race team to use PC on a given day. Wipe computer before and after use. | Wipes to be provided |
| | Proximity cross contamination between RO and AROs | Race Office accessed by outside staircase. Only one ARO to assist RO in working out results, keeping distance Nobody else allowed in Race Office while they are there Face Masks worn in Race Office | No Entry signs posted on Race office doors |
| OOD | Contamination from contact points within club. | Clubhouse will not have been used for a week before OOD opens it. | OOD to have access to PPE, cleaning/decontamination materials and to wipe down contact points inside and outside during and at end of day as appropriate |
| Medical | Competitor or other club members develops symptoms of Covid-19 while at Club | Suspected ill person isolated and helped to leave club as soon as possible. | Quick enquiry to establish which other competitors/members he may have come into significant contact with and advise them accordingly Establish if any extra cleaning needs to be done immediately e.g. of changing rooms |