**COVID-19 Risk Assessment for Face-to-Face sessions**



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| Risk Assessment for: GYGYC sessions during the Covid-19 period returning to Face-to-Face delivery. | | | |
| Name: Terry Macrowan | |  | |
| Assessment undertaken: 14/04/2021 | Signed:  T Macrowan | Date: 14/04/2021 | Review Date: 18/06/2021 |

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| **Hazards** | **Who is at risk** | **Control measures** | **Review Date** |
| Spread of Covid-19 Coronavirus  Before, during and after activities  On Arrival | Young people and staff | GYGYC staff are home testing on Monday and Wednesday mornings in line with secondary school students and parents of Junior and primary school aged children and are informing the Manager of the test results. If a positive test result is recorded the Manager will follow Government Guidelines and will contact track and trace informing them of the situation and work with them to notify those involved.  All young people, parents/guardians and staff will read and agree the risk assessments provided prior to arriving on site & sign  Hand washing facilities or hand sanitizer in place throughout sessions. All participants will sanitize at the start and end of the session, and during when necessary.  When washing hands dry of with disposable paper towels.  Bins bags supplied for the disposable towels, handling the bags at the end will be done wearing gloves  Social Distancing – All activities will allow for staff and young people to comply with the 1 meter + gap recommended by the Public Health Agency Young people have access to masks should they want to wear them for additional safety. No other PPE other than gloves for handling the bin bags will be required.  <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>  Staff will advise using the guidance above.  <https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/>  <https://www.publichealth.hscni.net/news/covid-19-coronavirus>  On arrival the staff will complete the register, signing themselves and the young people in to enable us to track and trace if required.  Temperatures will be taken and recorded, anybody having a temperature of 37.8 degrees or higher will be asked to go home/be taken home by Albies taxis (if brought by them)  Young people and staff will enter the centre through the main Barn door as there is no one else on site and will exit through the back fire escape door from the Gym giving separate entry and exit. |  |
| Suitable venue for indoor activities/training and information sessions to take place during Covid 19 period |  | The venue is large enough to enable socially distancing, a greater air flow and a wider range of options for different types of activities.  The venue will be cleaned prior to arrival, with all surfaces and touchable objects cleaned with sanitizer. Frequent cleaning and disinfecting objects and surfaces that are touched regularly including toilet doors and taps, using appropriate cleaning products and methods. |  |
| Unwell young people or staff arriving at the event | Young people and staff | If young people or staff members are feeling unwell on arrival, they will be asked to leave and return home and advised to follow the stay-at-home guidance & call 111 for advice. |  |
| **If any member of the staff member or young person feels unwell during the activities, training or information sessions** | Young people and staff | If anyone becomes unwell with a new continuous cough or a high temperature during the activity, arrangements will be made for them to be sent home and advised to follow the stay-at-home guidance & call 111 for advice. They will be asked to wait away from the rest of the group until a way home is sought.  Depending on contact time the other young people in the group may be at risk, suggested measure track and trace and testing following government guidelines.  Face masks to be immediately offered to all in the group, if a symptomatic person is present.  Main symptoms are a continuous cough, high temperature or fever and loss of taste or smell.  <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>  <https://www.publichealth.hscni.net/>  If advised that a member of staff or young person has developed Covid-19 the senior management team will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken. |  |
| Use of outdoor and indoor space where there is risk of Covid-19 spreading for in youth activities, training and information sessions  Group Activities, training and information session during Covid 19 and risk of group behaviour causing risk.  First aid - Injury or illness to young person | Young people and staff | Groups of up to 20 people taking part in organized sessions is permitted under government guidelines, which excludes staff and volunteers.  All young people worked with staff to agreement and sign behaviour contract during the May sessions.  All young people and staff will be working in a socially distanced pod and remain in that bubble throughout the session, enabling staff to monitor behaviour and rules.  Good staff ratio 1:10 staff plus 1 to supervise young people aged 11 + and 1:5 staff plus 1 with children under 11 at all times.  Rules of behaviour to be clearly explained to young people regarding social distances, Handwashing, use of toilets and out of bounds areas.  All information will be sent to the families and parents/carers and young people are aware of the risk assessment before booking a place on the activity’s session and the transport.  Ahead of group activities we will ask young people not to bring non-essential personal belongings. Any personal belongings will be asked to remain with young people throughout or placed inside a black bin bag and locked in a secure unit until they are required.  GYGYC will have comprehensive up to date consent forms, detailing any medical issues, also up to date contact details of all the young people and staff before they can take part.  Staff team to have a mobile phone.  Staff team to be aware if young person is taking medication and if they are required to take it during the time of the session the medication needs to be given to the lead worker.  Staff team hold current certificates in first aid.  First aid kit to be carried by staff members. |  |
| Safe arrival and departure from the location or site |  | GYGYC will be using Albies Taxis to transport the young people to the site. There are four young people assigned to each eight-seater mini-bus. GYGYC will provide transport for all young people, and parents will inform us if it is not required. Parents and young people have agreed to the terms and rules for transport by signing the consent forms. All young people aged 11+ will wear face masks in taxis unless medically exempt and therefore wearing lanyards. Under 11-year-olds can wear them if they would like too.  <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers> |  |
| Safety around using the toilets |  | Young people will be requested to let a staff member know when they need to use the toilet as they are required to go one by one and they will use the disabled toilet. A staff member will then clean the room before the next person requires to use it. |  |
| Young people and staff sharing a meal during the session | Young people and staff | Staff will wear gloves at all time while handling and passing food or drinks to young people and each other.  The lead worker will ensure that the food we provide is on separate plates for each young people and staff member. If required staff will serve onto plates and hand to the young people and staff, food or condiments to save on the handling. |  |