

NHYC Club Stage 3 Covid-19 Infection Risk Assessment (Version 1.0)

Organisation name: North Haven Yacht Club

Assessment carried out by: Anna Harris and Chris Brooks

Date of next review: 01/01/2022 or at next update of Government guidance, whichever is sooner

Assessment completed: 12/09/2021

Updated 09/12/2021

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Transmission of the virus due to people attending the club on a day-to-day basis	Club members, their guests, other visitors to the club, club members undertaking voluntary duties, cleaning contractors or other workers.	Club members are reminded to follow government guidance and should not attend the club if: <ul style="list-style-type: none"> • They have tested positive for Covid-19; • They live in a household with someone who has the symptoms, unless they are exempt from isolation rules; • They have been told to self-isolate by NHS Test and Trace. 	Display reminders in the clubhouse about this guidance and communicate regular reminders to members, for example, via email, social media and the club newsletter. Provide more conspicuous hand sanitiser and encourage people to use this as they enter the clubhouse.	Secretary, Assistant secretary, social media administrator, newsletter editor	Now	

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		<p>People attending the club are advised to take a lateral flow test within 48 hours of attending the club.</p> <p>People using the club are reminded to follow government guidance:</p> <ul style="list-style-type: none"> • Ensure there is adequate ventilation through opening windows and doors; • Clean surfaces more frequently; • Clean their hands and use hand sanitiser frequently. <p>Anti-viral spray, wipes and hand sanitiser are provided by the club for use by those attending the club.</p> <p>While not mandatory, government guidance states that people should wear a face covering in indoor places, which are crowded and</p>	<p>Investigate ways to improve ventilation in the kitchen and office.</p>	<p>The Committee</p>	<p>31/10/2021</p>	

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		<p>enclosed and where they may come into contact with people they do not normally meet.</p> <p>The toilets and kitchen are professionally cleaned once a week.</p> <p>Volunteers undertaking duties (Daywatch, Nightwatch and Taxi duty) to carry out frequent cleaning with anti-viral spray/ wipes of, for example, touch points such as light switches, door handles, items on parking permit desk, fridge.</p> <p>Any kitchen items used are washed in hot water with detergent after use, and dried using disposable paper towel before being stored away.</p> <p>People attending the club can check in using the NHS QR Code</p>				

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		displayed at the clubhouse or by completing the paper check in sheet.				
Transmission of the virus due to people attending the club for specific group activities or events	Club members, their guests, other visitors to the club, club members undertaking voluntary	<p>People attending the club are advised to take a lateral flow test within 48 hours of attending the club.</p> <p>Club members are reminded to follow government guidance and should not attend the club if:</p>	<p>Communicate general guidance for specific events:</p> <ul style="list-style-type: none"> All events must encourage the use of the club's outside space; 	Activity co-ordinators in consultation with the Commodore and Vice-Commodore	Now	

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	<p>duties, cleaning contractors or other workers.</p>	<ul style="list-style-type: none"> • They have tested positive for Covid-19; • They live in a household with someone who has the symptoms, unless they are exempt from isolation rules; • They have been told to self-isolate by NHS Test and Trace. <p>People using the club are reminded to follow government guidance:</p> <ul style="list-style-type: none"> • Ensure there is adequate ventilation through opening windows and doors; • Clean surfaces more frequently; • Clean their hands and use hand sanitiser frequently. 	<ul style="list-style-type: none"> • Volunteers preparing food in the kitchen must wear masks that the club will provide; • The club will provide conspicuous hand sanitiser and encourage people to use this as they enter the clubhouse. <p>Communicate specific guidance for group activities or events:</p> <p>Catered events:</p> <ul style="list-style-type: none"> • Either offer 'table-service' or 'tray-service', to avoid people congregating over laid-out food or drink. • Limit the number of volunteers in the kitchen to four where food is prepared onsite. • Limit number of attendees to fifty, plus up to six volunteers. 			

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		<p>Anti-viral spray, wipes and hand sanitiser are provided by the club for use by those attending the club.</p> <p>While not mandatory, government guidance states that people should wear a face covering in indoor places, which are crowded and enclosed and where they may come into contact with people they do not normally meet.</p> <p>The toilets and kitchen are professionally cleaned once a week.</p> <p>People attending the club can check in using the NHS QR Code displayed at the clubhouse or by completing the paper check in sheet.</p>	<p>Big Breakfast:</p> <ul style="list-style-type: none"> Offer a booking system to manage the number of people in the clubhouse, so that there is a maximum of fifty people plus up to six volunteers. <p>AGM:</p> <ul style="list-style-type: none"> Limit number of attendees to fifty, plus up to six volunteers. <p>Ticketing of events can be used to ensure the number of people attending does not exceed fifty people.</p>			