

# COVID 19 Risk Assessment

## Small Boat Club, Stevens Ait, Kingston

Area	Section	Sub-section	Description	Assessment	Action	Status/Due date	Post action Assessment	
1 General	1.1 Communication		As the club is not managed 24*7 there is much emphasis on the members adhering to guidelines.	10	A comminatcion (email accompanied by text) will be sent out reminding all of their obligations.	Done	5	
	1.2 Social Events		Risk of virus transmission through proximity of members, shared facilities and utensils	15	All organised social events cancelled and/or replaced by virtual events (Zoom)	Done	1	
	1.3 Working Parties			Risk of virus transmission through proximity of members, shared facilities, utensils and tools	15	Large working parties cancelled and replaced with smaller 1/2 day working parties consisting of no more than 6 members at a time and island divided into "sections" with individuals working within those sections.	Done	5
						Temporary relaxation of club rules in respect of obligation to attend club functions	Done	
						Reinforcement of club rule to moor dinghies around island to spread footfall	Done	
						Members required to sign in and out in visitors book and/or use Q-codes on NHS app.	Done	
	1.4 Meetings			Risk of virus transmission through proximity of members and shared facilities	15	All committee meetings held remotely (Zoom)	Done	1
						AGM (November) to be done via Zoom	November	
						Increased use of WhatsApp and TextLocal messaging tools	Done	
		Section	Sub-section	Description	Assessment	Action	Status/Due date	Post action Assessment

1.6 Individual boating			Risk of virus transmission through proximity of members on own craft	5	Members reminded of guidelines in Newsletter, TextLocal and WhatsApp	Done	1	
					Reinforcement of club rule to moor dinghies around island to spread footfall	Done		
					Members required to sign in and out in visitors book and/or use Q-codes on NHS app.	Done		
					Provision of sanitiser, additional signage and NHS Q-codes	Done		
2 Island	2.1 Public Moorings		Risk of virus transmission from members of the public or their craft and in exchange of cash for fees	9	Members advised not to collect mooring fees in cash	TBA	6	
					Unable to manage members of public on moorings	Existing		
					Place NHS Q-code on public mooring	TBA		
	2.2 Club Area/moorings			Risk of virus transmission in shared areas	3	4ft between craft combined with stern to bow mooring means access to each craft is greater than 2 meters	Existing	3
						Low footfall suggests risk is very low	Existing	
						Tables are separated by more than two meters	Existing	
Nature of island means that moorings and shared areas are very well ventilated						Existing		
3 Buildings	3.1 Club House		Risk of virus transmission through proximity of members, shared facilities, utensils and tools	9	Club house remains closed except for :- +Access to visitors log and duty log (no group access) + Access for cleaning as part of supervised Working Parties	Done	4	
	3.2 Outbuildings	3.2.1 WC	Risk of virus transmission in shared areas	9	Members asked to minimise use by using own facilities and not to empty waste into WC	Done	6	
Additional cleaning activity added to Duty Officer task					Done			
Sanitizer provided					Done			
"Single access" only and "clean after use" signage					Done			

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3.2 Outbuildings	3.2.2 Generator room	Risk of virus transmission in shared areas	9	Sanitizer provided	Done	6
				"Single access" only and "clean after" signage	Done	
	3.2.3 Bosun's Locker	Risk of virus transmission in shared areas	9	Sanitizer provided	Done	6
				"Single access" only and "clean after use" signage	Done	
	3.2.4 Shed	Risk of virus transmission in shared areas	9	Sanitizer provided	Done	6
				"Single access" only and "clean after use" signage	Done	
3.3 Jetty		Risk of virus transmission in shared areas Whilst private, the jetty is accessible to non-members	10	Additional signage including NHS Q-code provided	Done	10
				Jetty is fully open to elements so well ventilated	Existing	
				Unable to fully control members of public access	Existing	
4 Club Boats	4.1 Ferry	Risk of virus transmission through proximity of members and shared facilities	9	Duty officer to wear mask	Done	4
				Perspex screen at helm	TBA	
				Limit to 5 passengers	Done	
				Ferry is fully open so well ventilated	Existing	
	Sanitiser on board	Done				
4.2 Day Boat		Risk of virus transmission through proximity of members and shared facilities	1	Day boat remains out of service	Existing	1
4.3 Dinghies		Risk of virus transmission through used of shared facilities including bell, locks, chains and ropes	9	Dinghies open to elements so well ventilated	Existing	5
				Club members have to use own oars reducing risk of cross contamination	Existing	
				Additional signage "Sanitise hands"	TBA	