Perfectly Balanced Pilates - Covid-19 Risk assessment – August 2020

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| What are the hazards?  | Client journey  | Risk description | Mitigation  | Who needs to carry out the actions? | Additional notes  |
| Spread of Covid-19 virus  | Venue hire | Insufficient space in class to allow social distancing Reduced ability to social distance at entry/exit point | Check venue specific risk assessmentVisit the venue and check layout of mats to determine maximum number of clientsOnly book halls with sufficient space for clients to have 2 metres between each matCheck with venues whether there are separate entry and exit points and what social distances procedures they have in place  | Elaine Whyment  | In a multi-room venue check whether there are any other classes running at the same time |
| Arrival  | Cleaning – hall not cleaned to required standards Clients lying too close together – not sufficiently distancedSocial distancing – clients arriving to the class fail to social distance before entering the hallLack of sufficient air flow in the venue | Arrive at hall in sufficient time to ensure cleaning has been completedSet up correctly spaced markers to identify space for clients to set up their own matIssue Covid-19 guidelines in advanced of courseRequest Clients not to arrive more than 5 minutes before class Requests clients to wait in own car where possibleWhen arriving at the hall open all windows and doors where possible | Elaine Whyment Elaine Whyment Elaine WhymentClientsClients Elaine Whyment  | Procedure vary by hall – check hall guidelines All Clients to complete and sign new health questionnaire which includes Covid-19 section before starting class.Reminding everyone of the public health advicehttps://www.gov.uk/coronavirus  |
| Waiting  | Social distancing – gathering in small groups outside the hall or in corridors | Follow government guidelines of social distancing –face masks if unable to social distance whilst waiting Share Covid-19 guidelines in advanced of course When doing back to back classes – minimum of 10 minutes break between each class | Clients Clients  | Waiting area will vary between halls |
| Entering  | Hands not cleaned when entering building Clients enter hall on massA number of people touching high risk touch points and moving around hall unnecessarilyA client contracting Covid-19  | Provide hand sanitizer for clients to use when entering the hallClients to only enter the building when hall is ready and to follow the system relevant for the hall – e.g. one way system. Door used to be opened and closed by myself only Enter the hall in single fileFirst client to enter to set up mat furthest away at set point – using clear marking to set up their matA register to be taken at the beginning of the class of clients, to support track and trace if neededClients signed a Covid 19 Health Questionnaire  | Elaine Whyment & Clients ClientsElaine Whyment Clients Clients Elaine Whyment  | Send out information to clients so they are aware of systems put in place by halls for entering the buildings  |
| During activity  | Using equipment that is not their own which could spread the virus Moving around during the class Lack of ventilation in halls  | Clients to bring their own mat and equipment and to keep within their space. Keep personal equipment to a minimum Clients to stay within designated zone and on their matMats to all face the same wayLead class from the front. No movement around class or hands on correction. Remind clients at the start of class how the processes work/provide reminders where necessary Hall will be well ventilated, opening windows and doors. This will be done before clients arrive | Clients Clients Clients Elaine Whyment Elaine Whyment  | No equipment to be shared, all clients will be asked to bring their and ensure that it has been cleaned.Wipes will be available for clients to use before and after the classStrict number of clients attending the class and no drop ins All clients to sign up before the term begins  |
| Exit  | Clients gathering in hall after the class Hall left unclean and unsafe  | Once the class has finished – clients to leave in rows and closest to exit to leave first Leave the premises as soon as they exit the classHall to be cleaned in guidance to each hall’s risk assessmentClose windows before leaving the buildings  | Clients Clients Elaine Whyment Elaine Whyment  | Carry out procedures for each hall for cleaning and exiting the buildings  |