

## Risk Assessment: West 4 Harriers (W4H) Club Training Activities

<b>Date:</b>	<b>Assessed by:</b>	<b>Location :</b>	<b>Review :</b>
02/08/2020	Rachel Berry (on behalf of W4H Committee)	Chiswick, London, W4	September 2020
<p><b>Activities being assessed:</b>            This Risk Assessment covers all of the West 4 Harriers Club official training sessions on the following training nights; Monday, Tuesday, Thursday and Sunday, all year round. The RA covers the precautions taken to reasonably comply with the latest Government guidance (updated 17<sup>th</sup> July 2020) and the latest England Athletics Covid-19 advice (as of 17<sup>th</sup> July 2020) and the need to make our training and running sessions COVID secure.</p> <p>This assessment does not cover member participation in external, organised running related events; including W4H teams in relay races, championship events, grand prix events or cross country races which are covered by assessments made by the respective event organisers.</p>			

What are the Hazards?	Who might be harmed and how?	What are you already doing?	Risk Rating	What else can you do to control this risk?	Resultant Risk Rating	Action by whom	Target date	Complete
<b>COVID-19 SECURE ENVIRONMENT</b>  *Droplet transmission	<i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training or run session.  <i>How:</i> Risk of transmission and developing Covid-19 by not observing both Government & England Athletics guidelines.	<ul style="list-style-type: none"> <li>All Club members have been reminded of the need to follow the UK Government guidelines on social distancing, to help reduce the risk of transmission.</li> <li>All Club members are reminded that if they feel unwell and have any of the symptoms of Covid-19, they should remain at home.</li> </ul>	<b>H</b>	<ul style="list-style-type: none"> <li>Pre-attendance health check questionnaire – all Club members will be required to complete a health check questionnaire for any COVID-19 symptoms prior to attending any official club training or running session.</li> </ul>	<b>M</b>	Club Covid-19 Co-ordinator  +  All Club Members	01/09/20	In progress

		<ul style="list-style-type: none"> <li>Both these messages are on the official club website, action plan and in all pre-run briefing emails and social media communications (Facebook, W4H WhatsApp group)</li> </ul>		<ul style="list-style-type: none"> <li>The health check questionnaire will prompt Club members to self-assess for any COVID-19 symptoms before attempting to attend training.</li> <li>The pre-attendance questionnaire will also support the NHS Test and Trace initiative. These temporary records will be kept for 21 days as per the Government's 'Return to recreational team sport framework' guidelines. (link: <a href="https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/return-to-recreational-team-sport-framework">https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/return-to-recreational-team-sport-framework</a> )</li> <li>In all pre-run briefing emails and other club communications (FB, WhatsApp) – Club members will be reminded to be mindful of not breaking the 2m protocol whilst running.</li> <li>All Club members will be reminded to refrain from spitting at all times.</li> <li>The W4H Club house, Chiswick Cricket Club, W4 2SP changing room facilities are not</li> </ul>				
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				<p>accessible at present, so Club members will be advised to arrive ready to run. Toilet facilities are available.</p> <ul style="list-style-type: none"> <li>Propose that the Run Leaders and Coaches attend sessions with a face-mask and their own pocket-sized hand sanitiser.</li> <li>In the pre-run briefing email and when Run Leaders and Coaches are in attendance, they will remind runners not to touch other club members' personal belongings or share water/rehydration drinks.</li> </ul>				
<p><b>COVID-19 SECURE ENVIRONMENT</b></p> <p>* Fomite transmission</p>	<p><i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training or run session.</p> <p><i>How:</i> Risk associated with the handling and transfer of equipment in the sport.</p>	<ul style="list-style-type: none"> <li>This transmission risk is low as there is occasional use of additional equipment in the training sessions.</li> </ul>	L	<ul style="list-style-type: none"> <li>This transmission risk is low as there is occasional use of additional equipment in the training sessions. Where equipment such as training marker cones, speed agility ladders are used, these will be properly sanitised by the Run Leader or Coach before and after use.</li> </ul>	L	<p>Club Covid-19 Co-ordinator</p> <p>+</p> <p>All Club Members</p>	01/09/20	In progress
<p><b>COVID-19 SECURE ENVIRONMENT</b></p> <p>* Population attendance</p>	<p><i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training or run session.</p>	<ul style="list-style-type: none"> <li>There is currently no limit to the number attending club training or running sessions.</li> <li>All Club members have been reminded of the need to follow the UK Government guidelines</li> </ul>	M	<ul style="list-style-type: none"> <li>All Club members and trialling new members will be required to read the Pre-Activity Health Questionnaire' available on the W4H Club website for any COVID-19 symptoms prior to</li> </ul>	L	<p>Club Covid-19 Co-ordinator</p> <p>+</p>	01/09/20	In progress

	<p><i>How:</i> The risk due to 'X' numbers arriving to participate; club members with underlying health conditions or who fall within a high risk group; club members showing signs of covid-19 symptoms or recent exposure to others exhibiting flu-like symptoms.</p>	<p>on social distancing, to help reduce the risk of transmission.</p> <ul style="list-style-type: none"> <li>All Club members are reminded that if they feel unwell and have any of the symptoms of Covid-19, they should remain at home.</li> </ul>		<p>attending any official club training or running session.</p> <ul style="list-style-type: none"> <li>A reminder to read the Health Questionnaire and self-assess prior to attending every session will be made in all Club pre-run briefing emails and other club communications (FB, WhatsApp).</li> </ul>		All Club Members		
<p><b>COVID-19 SECURE ENVIRONMENT</b></p> <p>* Local environment risks – W4H Training locations</p>	<p><i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training or run session.</p> <p><i>How:</i> The risk due to 'X' numbers arriving to participate; club members with underlying health conditions or who fall within a high risk group; club members showing signs of covid-19 symptoms or recent exposure to others exhibiting flu-like symptoms.</p>	<ul style="list-style-type: none"> <li>We currently run in a variety of locations which include: pavement alongside roads, occasionally on quiet roads where there is no pavement available, parks, common land, recreation areas, footpaths and running tracks.</li> </ul>	M	<ul style="list-style-type: none"> <li>Runners will be set off in waves of ability to allow for the required social distancing. Where applicable, runners will be divided in to groups that use both sides of the road and or pathways The open spaces will allow Club members to remain social distant at the beginning/end and during training sessions.</li> </ul>	L	Club Covid-19 Co-ordinator + All Club Members	01/09/20	In progress
<p><b>CLUB MEMBERS GENERAL HEALTH &amp; SAFETY</b></p> <p>*Group safety and serious health issue eg. stroke, heart or asthma attack</p>	<p><i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training or run session</p> <p><i>How:</i> Unexpected health incident occurs during a group run or training session</p>	<ul style="list-style-type: none"> <li>All our training routes and locations are accessible by the emergency services.</li> <li>There are W4H members who are First Aid trained, but it cannot be assumed that they will always be available at every training or run session.</li> </ul>	M	<ul style="list-style-type: none"> <li>Encourage Club members to carry a mobile phone for use in emergency whilst out running.</li> <li>Encourage Club members to carry ICE information with an emergency contact and information about any existing medical conditions, allergies, medication.</li> </ul>	L	Run Leader/ Coach	01/09/20	In progress

<p><b>OBSTACLES</b></p> <p>* Street furniture (eg. benches, bollards, waste bins, shop street signs, lamp posts)</p> <p>*Trip hazards (eg. uneven pavement, steps, slopes, bollards, barriers, undergrowth and overhanging tree branches)</p> <p>*General (eg. Pedestrians, Animals, Traffic)</p>	<p><i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training session.</p> <p><i>How:</i> Tripping, slipping or running into the hazard examples listed. Resulting in an injury to their person.</p>	<ul style="list-style-type: none"> <li>• Runners to maintain their own awareness and point out obstructions to each other.</li> <li>• Before each training session begins, the Run Leader or Coach reiterates the need for awareness of other path users; walkers, cyclists and to keep to the left hand side where possible.</li> <li>• Groups set off in relevant ability groups to avoid congestion. Detail hazards in the pre-run briefing and advise caution.</li> </ul>	<p><b>M</b></p>	<ul style="list-style-type: none"> <li>• Continue to remind runners in the pre-run briefing that we do not have priority on pavements and paths; to be mindful of giving way to pedestrians, operate in a single file where necessary, caution when running round corners especially if at speed.</li> <li>• When possible, training groups will be led by qualified Group Leaders (Run Leaders and/or a Coach).</li> <li>• Maintain open club dialogue – ask runners to keep the Committee and Club members informed if they see or are made aware of any adverse changes to the routes that are used for training.</li> <li>• The Run Leader and/or Coach will remind runners to follow the Highway Code rules for pedestrians. Run groups should wait for each other junctions and crossings and aim to cross together.</li> </ul>	<p><b>L</b></p>	<p>Run Leader/ Coach</p>	<p>01/09/20</p>	<p>In progress</p>
<p><b>ADVERSE WEATHER</b></p> <p>*Examples: Inclement weather; stormy, cold, wet, snow, icy conditions.</p>	<p><i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training session.</p> <p><i>How:</i> Risk of injury to the above group due to the</p>	<ul style="list-style-type: none"> <li>• The Run Leader and/or Coach in charge assesses the conditions to the best of their ability at that time, and makes a decision to cancel or amend the planned session accordingly.</li> </ul>	<p><b>M</b></p>	<ul style="list-style-type: none"> <li>• We will continue to advise runners prior to training sessions. In the pre-run briefing email, we advise runners to wear appropriate clothing for the conditions, bring water, use sun-cream and</li> </ul>	<p><b>L</b></p>	<p>Run Leader/ Coach</p>	<p>01/09/20</p>	<p>In progress</p>

<p>Oppressive heat; sunshine</p>	<p>extreme conditions; trips/falls/feeling ill.</p>	<ul style="list-style-type: none"> <li>• Updates are communicated to Club members via the W4H email group. If the training session proceeds, runners are advised in the pre-run briefing email and at start of the workout to take care and if they decide to run, it is at their own discretion.</li> <li>• We have W4H members who are First Aid trained, but it cannot be assumed that they will always be available at every training or run session.</li> </ul>	<p></p>	<p>insect repellent where applicable.</p>	<p></p>	<p></p>	<p></p>	<p></p>
<p><b>NIGHT TIME TRAINING</b></p> <p>*Running in the dark; poor visibility</p>	<p><i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training session.</p> <p><i>How:</i> Unable to see obstructions, changes in level, holes etc..</p>	<ul style="list-style-type: none"> <li>• In the pre-run briefing email, Club members are advised to wear high-viz clothing and to use a good quality head-torch to identify obstructions with.</li> </ul>	<p><b>M</b></p>	<ul style="list-style-type: none"> <li>• Aim to use training routes with good street lighting and with as few obstacles as possible.</li> </ul>	<p><b>L</b></p>	<p>Run Leader/ Coach</p>	<p>01/09/20</p>	<p>In progress</p>
<p><b>TRACK TRAINING</b></p> <p>*Osterley Track *Barn Elms Track</p>	<p><i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training session.</p> <p><i>How:</i> Risk of injury to the above group due to the extreme conditions; trips/falls/feeling ill.</p>	<ul style="list-style-type: none"> <li>• The Run Leader and/or Coach in charge assesses the conditions to the best of their ability at that time and makes a decision to cancel or amend the planned session accordingly.</li> <li>• Updates are communicated to Club members via the W4H email group. If the training session proceeds, runners are advised in the pre-run briefing email and at start of the</li> </ul>	<p><b>M</b></p>	<ul style="list-style-type: none"> <li>• The Run Leader and/or Coach will continue to advise runners prior to training sessions. In the pre-run briefing email, they will advise runners to wear appropriate clothing for the conditions, bring water, use sun-cream and insect repellent where applicable</li> </ul>	<p><b>L</b></p>	<p>Run Leader/ Coach</p>	<p>01/09/20</p>	<p>In progress</p>

		<p>workout to take care and if they decide to run, it is at their own discretion.</p> <ul style="list-style-type: none"> <li>We have W4H members who are First Aid trained, but it cannot be assumed that they will always be available at every training or run session.</li> <li>Barn Elms track is only used during Spring/Summer months when light visibility is good, as there is no flood lighting available.</li> </ul>						
<p><b>HILL TRAINING</b></p> <p>*On road (various) *Richmond Park</p>	<p><i>Who:</i> All Club members; Runners, Run Leaders, Club Coaches, participating in the training session.</p> <p><i>How:</i> Risk of injury to the above group due to tripping, slipping or falling over.</p>	<ul style="list-style-type: none"> <li>Before each training session begins, the Run Leader and/or Coach reiterates that we do not have priority on pavements and footpaths; to be mindful of giving way to pedestrians, operate in a single file where necessary, caution when running downhill especially if at speed.</li> </ul>	M	<ul style="list-style-type: none"> <li>Continue with good club communication prior to and during the run/training session.</li> </ul>	L	Run Leader/ Coach	01/09/20	In progress

NB Copy and paste rows as required