

# COVID 19 RISK ASSESMENT

**CARRIED OUT BY:** ELOISE SAUNDERS OF ESPILATES

*RELATING TO USE OF THE UPSTAIRS ROOM AT ST PETER’S CHURCH, MANEY HILL ROAD FOR GROUP PILATES CLASSES*

*REVIEWED: 17/05/2020*

Identified Hazards	Who is at risk?	Controls	Further actions to control risk	Who needs to carry out the action?	When is the action needed by?
Congregating groups of people and observation of social distancing at entry and exit points.	Those attending classes and others using the facilities.	<p>Establish separate entry and exit points that are clearly marked and communicated prior to attendance.</p> <p>Staggered entry and exit times (entry 5 minutes prior to start, exit 15 minutes prior to next group starting).</p> <p>Man the entry door and communicate a single entry time to stop people from waiting outside and allow monitoring of social distancing.</p> <p>Use the fire exit in the upstairs room for</p>	<p>Correct signage to ensure a one way system is observed.</p> <p>Advance communication of protocol prior to attendance.</p> <p>Reduced class times (45 minutes) to allow more time for changing groups.</p>	<p>Communication by Eloise prior to attendance and when attending.</p> <p>One way signage by church already in existence.</p>	Prior to attendance when booking a place, and before and after a class.

		<p>departure after class and dismiss people individually.</p> <p>Single file when entering and exiting class.</p>			
<p>Touch points such as those in toilets, door handles on entry and exit points and hand rails – all with potential to spread the virus.</p>	<p>Those attending classes and others using the facilities.</p>	<p>Class attendees will be asked not to use the toilets.</p> <p>Entry point door is manned and open when clients arrive to ensure they are not opening and closing it.</p> <p>Internal door to upstairs room remains open with privacy screen.</p> <p>Exit door via fire exit in upstairs room opened and closed by Eloise only.</p> <p>Hand rails on stairs wiped down between sessions.</p> <p>Hand sanitiser provided on entry.</p>	<p>Advance communication of protocol prior to attendance.</p> <p>Signage to encourage use of sanitiser.</p>	<p>Communicated by Eloise before attendance.</p> <p>Hand rail on stairs sanitised by Eloise.</p> <p>Sanitiser at entry point to upstairs room provided by Eloise.</p> <p>Sanitiser at entry point to church building provided by church.</p>	<p>Sanitation of rails before and after all sessions.</p> <p>Sanitiser available at all times.</p>

<p>Clients attending with Covid 19 symptoms.</p>	<p>Those coming into contact with the person who has symptoms</p>	<p>All classes are booked online and those booking must read a statement and acknowledge that they do not have symptoms, and strictly observe they must not attend if they do.</p>	<p>Booking terms and conditions updated on espilates website, with tick box for acknowledgement.</p> <p>General Covid 19 guidance circulated to all attendees prior to attending.</p>	<p>Eloise</p>	<p>Every participant booking a class prior to attending.</p>
<p>Clients attending later to be diagnosed with Covid 19</p>	<p>Those coming into contact with the person diagnosed.</p>	<p>Track and trace will be available as all those who have attended class will have booked online leaving their contact details, and there will be a fully traceable trail of who attended on each day and time.</p>	<p>Only allowing online bookings.</p>	<p>Eloise</p>	<p>All participants booking a session.</p>
<p>Observation of social distancing within class environment in the upstairs room.</p>	<p>Those attending class.</p>	<p>A distance of 2m between mat space is identified via floor tape so as to ensure attendees know where to place their mats and distancing is adhered to.</p> <p>No use of coat hooks.</p> <p>No movement outside of mat space</p>	<p>Ensure protocol is communicated prior to attendance.</p> <p>Printed reminders as signage inside the room.</p>	<p>Eloise</p>	<p>During every class</p>

		<p>other than on entry and exit.</p> <p>Participants dismissed individually.</p>			
Lack of ventilation affecting recirculation of air and causing potential for spread of the virus.	Those attending class.	<p>Windows to be left open during session.</p> <p>Door to the upstairs room to be left open, with screen for privacy.</p>	Attendees reminded not to touch windows or doors.	Eloise	Every session.
Getting or spreading coronavirus by not cleaning surfaces or equipment.	All class attendees.	<p>Attendees will be required to bring their own mats and/or equipment and there will be no sharing of items.</p> <p>Attendees will not come into contact with surfaces other than those identified previously (hand rails), and will be encouraged to use hand sanitiser.</p>	<p>The requirement to bring own mats and equipment will be communicated to all attendees prior to attendance.</p> <p>Hand rails will be sanitised after each session.</p>	Eloise	Every session
Getting or spreading coronavirus through handling of money and exposure to clients.	Attendees and Eloise	Only accept booking and payment online.	Attendance is not allowed unless a space has been booked and paid for online.	Eloise	Every session