

## Risk assessment for Covid – 19: Scotland

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| <b>Name of Club</b>  |  |   |  |
| <b>Name of person completing this form</b>                                   |  | <b>Position of person completing this form (coach, organiser)</b> |  |
| <b>Venue for session / event / activity</b>                                  |  | <b>Date for session / event / activity</b>                        |  |
| <b>Name of person in charge of session / event / activity</b>                |  |   |  |
| <b>Risk assessment signed</b>  |  | <b>Date prepared:</b>   |  |
| <b>Name of Club Covid - 19 Officer</b>                                       |  | <b>Sign &amp; Date</b>  |  |
| <b>Club Committee member assessment checked &amp; approved (ESW trained)</b> | <b>Name &amp; position (coach mentor, controller etc):</b> |   |  |
|  | <b>Sign &amp; Date:</b>                                    |   |  |

This assessment is in addition to the normal risk assessment: it requires at least one additional signature (electronic signature is acceptable)

The hazard posed by Covid – 19 to people involved in orienteering events and activities is transfer of the virus between people present. General precautions are focussed on reducing the risk to people mainly by reducing the 'R' number.

Event/activity risk assessments need to include consideration of coronavirus infection while this is a realistic risk.

This document is being produced while Scotland is in Phase 3 if lockdown relaxation and further changes still within phase 3 have recently been relaxed. It is now possible to run local events without restrictions on who can take part and also to stage regional events. This risk assessment template is appropriate for these circumstances and also takes into consideration the restrictions that

remain in place - it includes suggestions as to how risks may be controlled. It assumes that the SI system is in use. It draws on experience gained from the early post lockdown events.

### Summary of hazards, risks and key precautions

Hazard: People catching Covid-19 with potentially serious health consequences.

Risks: Transmission of the virus from other people, and transmission of the virus from contact with contaminated objects.

Subsidiary risks: Contact with chemicals used in sterilising objects, including inhalation/ingestion, splashes in eyes and skin sensitivity to prolonged contact.

Key precautions:

1. Avoid contact with others (including potentially exhaled virus) and equipment,
2. Disinfect items that might be contaminated or self after potential contamination.

### More detail about possible exposures and precautions

| Hazards                             | Possible outcome / injury including note on severity and likelihood of occurrence   | Mitigation - What control measure?   | Mitigation - Person responsible for delivery   |
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| <b>Covid -19 infection</b>          |   |  |  |
| Participants bringing the infection | Potential transmission to others with variable consequences but could be fatal.<br>Potential further transmission by people after leaving the event | <ol style="list-style-type: none"> <li>1. State on website and any advertising and seek confirmation with each entry that people currently exhibiting one or more Covid-19 symptom or is Covid-19 related quarantine or isolation must not attend even when accompanying someone else.</li> <li>2. Mention that people in the higher risk categories, as set out by British Orienteering and Government, need</li> </ol> | <ol style="list-style-type: none"> <li>1. Organiser</li> <li>2. Organiser</li> </ol> |



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|  |   | starting which the person removes when they have finished.   |   |
| <p>Competitor to competitor and competitors to/from members of the public transfer of infection through contact</p> <ul style="list-style-type: none"> <li>• Keeping apart at the start</li> </ul> | <p>Potential transmission to others with variable consequences but could be fatal.<br/>Potential further transmission by people after leaving the event</p> | <p>11. Organise numbers and allocated start times for the events to ensure that number in start lanes and the start area is always less than 30 people. Inform people that they should not arrive in the start area before x minutes before their start where x is set to deliver the less than 30 limit.</p> <p>12. Time the walk at a reasonable pace from assembly/parking to the start and communicate this time so that competitors can plan when to head for the start.</p> <p>13. Create lanes 2m apart and at least 2.5m long for each minute box and appropriate for the numbers that can start each minute. Place map bags/boxes aligned with the lanes.</p> <p>14. Plan courses so that common first controls are common on a pairs of courses.</p> <p>15. Allocate start times to ensure that people heading for the same first control start at least one minute apart.</p> <p>16. Prove that the SI boxes for the start are functioning before the event commences - to avoid delays which might cause numbers around the start to increase.</p> | <p>11. Organiser</p> <p>12. Organiser</p> <p>13. Organiser</p> <p>14. Planner</p> <p>15. Organiser</p> <p>16. Organiser</p> |
| <p>Competitor to competitor and competitors to/from members of the public transfer of infection through contact</p> <p>Keeping apart on the courses and at the finish</p>                          | <p>Potential transmission to others with variable consequences but could be fatal.<br/>Potential further transmission by people after leaving the event</p> | <p>17. Communicate to competitors in advance that the 2m rule takes precedence over a second or two on their time - if someone is punching a control before you, keep 2m away while they punch and move away. The same applies with keeping away from members of the public. Particular care is required around avoiding people at stiles and gates. Also avoid contact with dogs.</p> <p>18. Plan courses so that any common last controls are only common on pairs of courses.</p>   | <p>17. Organiser</p> <p>18. Planner</p> <p>19. Organiser</p>  |

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|  |   | 19. Remind competitors to move away from the finish promptly to provide at least a 2m gap for others approaching the finish.   |  |
| Competitor to competitor transfer of infection through contact: keep apart at download   | Potential transmission to others with variable consequences but could be fatal.<br>Potential further transmission by people after leaving the event | 20. Create sufficient space for competitors to wait their turn to download while keeping at least 2m away from others.<br>21. Inform competitors that splits printouts will not be provided and that after download people should return to their mode of transport, get changed and, once all in the group have returned, head home.  | 20. Organiser<br><br>21. Organiser   |
| Competitor to/from volunteer and volunteer to volunteer transfer of infection through contact: <ul style="list-style-type: none"> <li>Registration area official overseeing arrivals, dibber issue, possible map issue, enquiries.</li> <li>Start, &amp; finish/download official or officials</li> <li>Missing person search coordinator</li> </ul> | Potential transmission to others with variable consequences but could be fatal.<br>Potential further transmission by people after leaving the event | 22. Set up Registration area so as to maintain at least 2m separation from others.<br>23. Provide access to 'hire' dibbers with them labelled with the person each dibber is allocated to - placing on a table is an option with the volunteer behind the table.<br>24. Run a system where a record is kept of all people starting and their return and therefore who is still out on courses.<br>25. Choose location(s) so as to run the start and/or finish and possibly download while maintaining at least 2m from others.<br>26. Work with the registration area official to identify who is missing, details of where they might be and refine the missing person's plan.<br>27. Assemble the search team and explain the need for team members to maintain 2m separation from others during the search. | 22. Organiser<br>23. Organiser<br><br>24. Organiser<br><br>25. Organiser<br><br>26. Organiser<br><br>27. Organiser |
| Disinfect items and people   |   |  |  |
| There are a number of ways of achieving disinfection of equipment:<br>Contact with a suitable disinfectant (a solution containing at least 60% of either ethyl or isopropyl alcohol).<br>Quarantine the equipment and leave it untouched for 72 hours.   |   |  |  |



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| Collecting in gear                |  | 36. Remind competitors with ordinary dibbers to minimise their hand contact with the SI boxes.<br>37. Supply hand sanitiser near the download unit for competitors' use.<br>38. Supply control collectors with bags for SI boxes and kites/canes along with disposable gloves for them to wear. Inform them that they need to minimise contact between the equipment and unprotected skin.<br>39. Disinfect the start, finish and download boxes in situ and then collect them in. | 36. Organiser<br>37. Organiser<br>38. Organiser                |
| Processing equipment and storage. |  | 40. If SI boxes need interrogating, disinfect them first.<br>41. Wear disposable gloves while handling equipment that has been used in an event. Quarantine it for 72 hours.<br>42. If equipment needs to be re-used or issued within 72 hours, disinfect the equipment.   | 39. Planner<br>40. Organiser<br>41. Organiser<br>42. Organiser |