

**Midlothian Swimming Club - Risk
Assessment Royal Commonwealth
Pool**

Item	Hazard	Initial Risk			Mitigation	Residual Risk			Impact on	Review Date
		Probability	Severity	Risk Rating		Probability	Severity	Risk Rating		
1	Infection from Covid-19 - Process & Communication	2	5	10	Circulate risk assessment & briefing document to all swimmers and coaches prior to first training session All swimmers and coaches must confirm positively that they have read, understand the requirements and commit to adhering to the mitigation measures. Access to training will only be granted to those who have confirmed in writing that they accept these processes.	1	5	5	All swimmers, parents & carers, coaches and Covid Liaison Officer	Ongoing
2	Infection from Covid-19 - General	2	5	10	Wear masks between leaving car and finishing changing Follow guidance and instructions of facility staff and signage Practice good hygiene at all times - use hand sanitiser when entering the facility and as required Confirm attendance on register with Covid Officer No one should travel to the pool if they feel unwell in any way	1	5	5	All swimmers, parents & carers, coaches and Covid Liaison Officer	Ongoing
3	Infection from Covid-19 - Travel to Training	2	5	10	Travel to training sessions as one family group Do not car share unless absolutely necessary Where guided or if necessary, limit the number in each vehicle, wear face masks and practice good hygiene	1	5	5	All swimmers, parents & carers, coaches and Covid Liaison Officer	Ongoing
4	Infection from Covid-19 - Accessing training facility	2	5	10	Wear masks between leaving car and finishing changing Follow guidance and instructions of facility staff and signage Practice good hygiene at all times - use hand sanitiser when entering the facility and as required Confirm attendance on register with Covid-19 officers Confirm wellness with Covid-19 officers before entering building Parent/carers should not enter training facility For younger swimmers, one parent/carer may accompany the swimmer to the door At all Midlothian Pools, facility staff will be conducting temperature checks on arrival. Anyone who is determined to have an excess temperature will not be allowed entry. Facility staff have the final say on this point.	1	5	5	All swimmers, parents & carers, coaches and Covid Liaison Officer	Ongoing
5	Infection from Covid-19 - Changing	2	5	10	Do not share changing facilities Follow good hygiene & cleanliness practices Do not share clothes or equipment Bags shall be left in changing room/cubicle Maintain social distance distancing, particularly from adults/older swimmers Wear masks until ready to enter pool Wear swimming costumes under outdoor clothes Do not use showers Only use areas permitted by facility staff	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing

6	Infection from Covid-19 - Warm-up	2	5	10	Maintain social distancing & hygiene requirements Use own bag and equipment only - all equipment must be labelled with swimmers name Equipment in net bags to be submerged in pool water at start of sessions Use own water bottle that must be filled prior to attendance prior to training session If directed by coaches, warm-ups shall be carried out at home prior to training session Covid-19 officer shall monitor and enforce Covid-19 protection measures	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing
7	Infection from Covid-19 - Commencing swimming	2	5	10	Maintain social distancing requirements at poolside and during rest breaks in the pool Do not congregate in large groups Entry and exit the pool as instructed by the coach No spitting Maintain coughing etiquette	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing
8	Infection from Covid-19 - During training session	2	5	10	Maintain social distancing protocols Do not congregate in large groups Maximum 6 swimmers per double lane Swim at side of each lane as directed by the coaches Start swimming as directed by coaches Maintain spacing during each set and minimise physical contact with other swimmers If a swimmer becomes unwell provide support as appropriate to incident and coach capability. Inform lifeguard and provide first aid as appropriate	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing
9	Infection from Covid-19 - Leaving the pool	2	5	10	Maintain social distancing protocols Do not congregate in large groups Do not use showers Remove all personal equipment from the pool One swimmer per changing cubicle Dry quickly and leave changing area as directed by facility staff	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing
10	Infection from Covid-19 - Leaving the facility	2	5	10	Maintain social distancing Wear masks Follow hygiene standards Remove all belongings Follow guidance of facility staff and signage Sign out with Covid-19 marshal Meet parent/ carer at door for youngers swimmers or in car park for older swimmers	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing
11	Access to RCP car park	2	5	10	Follow all guidance and signage for access to car parks Parents and carers should not access RCP Parents and carers should leave the RCP car park after drop off and not use this as a waiting area	1	5	5	All swimmers, parents & carers, coaches and Covid Liaison Officer	Ongoing
12	Access to RCP building	2	5	10	Follow all guidance and signage for access to building Wear a face mask as they enter the building Maintain social distancing and good hygiene practice - use hand sanitiser Adhere to access protocols at entrance gates Check in with club Covid Officer at entry Covid officer to monitor processes at all times.	1	5	5	All swimmers, parents & carers, coaches and Covid Liaison Officer	Ongoing

13	Access to RCP pool	2	5	10	<p>Use club specific entry & exit points</p> <p>Follow all guidance and signage</p> <p>Wear face masks until swimmers are ready to enter pool</p> <p>Maintain social distancing and good hygiene practices</p> <p>Maintain social distance from public and other swimming clubs</p> <p>Use gates to the right, through spectator balcony and access pool by first set of stairs on right</p> <p>Take off shoes at bottom of stairs and progress to poolside swimmers pen under the dry dive area for main pool</p>	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing
14	Access to RCP pool - Changing	2	5	10	<p>Arrive with swimwear under clothes and undress in pen - arrive 'beachwear' ready</p> <p>Put all belongings in bag</p> <p>No eating or drinking other than own, marked water bottle</p> <p>Only bring necessary bags and equipment to pool</p> <p>If necessary use designated changing room.</p> <p>No lockers to be used</p> <p>If necessary use designated toilets, don't use in groups, maintain good hygiene practice</p>	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing
15	Access to RCP pool - Swimming	2	5	10	<p>Once changed, follow guidance of coach and only approach the poolside when directed</p> <p>Follow arrows and comply with direction to specific lanes</p> <p>Both ends of pool will be utilised</p> <p>Coaches print off sessions and place at end of each lane so swimmers can stop and look on an individual basis</p> <p>Maintain social distancing - particularly from the general public and other swimming clubs</p> <p>Swimmers will all travel in the same direction.</p> <p>Follow guidance of coach for timing, starting and stopping points.</p> <p>Dip equipment bags in water prior to use</p> <p>Only use own equipment which must be marked with swimmer's name</p> <p>No diving blocks will be used</p> <p>Minimise time at end of lanes</p>	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing
16	Leaving RCP Poolside	2	5	10	<p>Follow directions and signage back to swimmers' pen</p> <p>Maintain social distancing and one way systems</p> <p>Showers are to be used to rinse off only - no shampoo, body wash, etc.</p> <p>Towel off and dress as quickly as possible</p> <p>Swimmers must disinfect their chair on departure</p> <p>Wear masks on leaving swimmers' pen</p>	1	5	5	All swimmers, coaches & Covid Liaison officer	Ongoing
17	Leaving RCP Building	2	5	10	<p>Wear masks when leaving the swimmers' pen until leaving the building</p> <p>Maintain social distancing and good hygiene practices</p> <p>Follow all guidance and signage</p> <p>Collect and remove all equipment and clothing when leaving the building</p> <p>Covid Officer monitors protocols</p> <p>Leave the building as quickly as possible, do not wait or congregate at end of session</p> <p>Swimmers will be collected by parent/carers outside the buildings</p>	1	5	5	All swimmers, parents & carers, coaches and Covid Liaison Officer	Ongoing