

Risk assessment template

Bridge Club name: **Summertown Bridge Club**

Assessment carried out by: **Holly Kilpatrick**

Date of next review: **23rd August 2022**

Date assessment was carried out: **30th June 2022**

What are the hazards?	Who might be harmed and how?	What controls are required?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Transmission of Corona virus from player to player while attending bridge playing session:						
1 Through touching hard surfaces or equipment already touched by infected person.						
1.1 Venue Features: Door Knobs, light switches, etc.		<ul style="list-style-type: none"> Premises will only be used once a week by Summertown Bridge Club, so hard surfaces at the venue are as likely as possible to be virus free at start of session due to regular cleaning by Maison Francaise. Cleaning and disinfect objects and surfaces that are likely to be touched regularly. Premises will be kept well-ventilated by 	<p>All attending will be asked to ensure that they feel well before leaving home.</p> <p>Card tables will be spaced out as much as possible, numbers permitting.</p> <p>The hall will be ventilated as much as possible, weather permitting.</p>			

What are the hazards?	Who might be harmed and how?	What controls are required?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
		<p>propping internal doors open as far as possible.</p> <ul style="list-style-type: none"> Hand washing facilities and hand sanitiser available for all people coming in to the club 				
1.2 Venue Features: Catering Equipment	.	Coffee, tea and biscuits will be available in the kitchen. Players are asked not to crowd out the area.	Ensure that players are aware of procedures	Organiser		
1.3 Cash Handling	Player acquiring virus by touch.	Members have been asked to pay online for sessions in advance. Members should carefully check the deadline on the website.	Information emailed in advance about this	Organiser		
1.4 Coats and Hats		Outside garments will be hung up on the rails provided and not on the backs of chairs.				
1.5 Toilets Toilets will be available during the session	Areas in toilets may be contaminated by one player and touched by another	<p>The following are in place:</p> <ul style="list-style-type: none"> antiseptic hand wash in each toilet hand driers 				

What are the hazards?	Who might be harmed and how?	What controls are required?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
1.6 Players bringing the virus into the club on their hands	Players may contaminate surfaces or equipment	<ul style="list-style-type: none"> hand washing facilities or hand sanitiser available for all people coming in to the club 	<p>Regularly remind (by email) members and guests not to attend if they are showing any symptoms of Covid-19 or other illnesses.</p> <p>Mask wearing is not obligatory but members may do so, if they wish.</p>			
1.7 Bridge Club Equipment: Duplicate Boards and Playing Cards Preparation before Session	Player acquiring virus by touching contaminated cards or boards	<p>All boards have been pre-dealt and will not be shared by different groups.</p> <p>Cards and boards will not be used before or after for at least one week.</p>	Those handling boards will wash or sanitise their hands prior to doing so.	Organiser		
1.8 Bridge Club Equipment: Bidding Boxes	Player acquiring virus by touch.	<p>Bidding boxes will be stored for 72 hours prior to usage.</p> <p>Anyone setting out the bidding boxes will wash hands prior to handling</p>	<p>There will be one week intervals between use of the bidding boxes.</p> <p>Players may use their own or one single bidding box throughout the evening, if they wish.</p>	Organiser		
1.9 Bridge Club Equipment: Duplicate Boards and Playing Cards Use During Session	Player acquiring virus by touch.		Ensure players are aware not to handle others' cards.	Organiser		

What are the hazards?	Who might be harmed and how?	What controls are required?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
1.10 Bridge Club Equipment: Scoring Tablets	Player acquiring virus by touch.	N/A				
1.11 Bridge Club Equipment:	Player acquiring virus by touch.	As covered in points above.				
1.12 Bridge Club Equipment: Table covers	Player acquiring virus by touch.					
1.13 Bridge Club Equipment: Scoring Laptop	Player acquiring virus by touch.	n/a		Organiser		
Through breathing in airborne virus droplets						
2.1 Players standing or walking without observing social distancing in the car park	Player acquiring virus by airborne droplet.	Players will be asked to take a table number and specified seat and to go directly there and be seated. Numbers attending will not exceed a maximum of 36	All attending will be asked to ensure that they feel well before leaving home. Card tables will be spaced out as much as possible, numbers permitting. The hall will be ventilated as much as possible, weather permitting.			

What are the hazards?	Who might be harmed and how?	What controls are required?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
2.2 Players clustering as they approach the annex.	Player acquiring virus by airborne droplet.	As above				
2.3 Players passing each other without distancing as they fill the tables.	Player acquiring virus by airborne droplet.	.As above				
2.4 Players passing each other without distancing as they leave.	Player acquiring virus by airborne droplet.	As above				
2.5 Players breathing on each other at the table	Player acquiring virus by airborne droplet.					
2.6 Players breathing on each other as they move at the start of each round	Player acquiring virus by airborne droplet.	Members are asked to move around the room only between rounds, when wishing to obtain refreshments or visit the toilet facilities.				