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Health and Safety Risk Assessment

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|-------------------------|--------------------------------|-----------------------|----------|
| Academy / School | Mark Hall Sports Centre | Assessment No. | 1 |
|-------------------------|--------------------------------|-----------------------|----------|

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|--------------------------------------|---|-----------------|---|--------------------|---------------------------------|
| Site | Mark Hall Sports Centre | Location | Mark Hall Sports Centre, Harlow | | |
| Subject of Assessment | Social distancing and preventing the spread of COVID-19 – Fitness Suites and Studios | | | | |
| Assessed by | Lucia Glynn | Date | 12th April 2021 | Review date | 17th May 2021 |
| Details of workplace/activity | Use of the Gym (Fitness Suite) and Studio | | Persons Affected <i>(Who may be harmed)</i> | | |
| | | | <ul style="list-style-type: none"> • Staff • Customers and Visitors | | |



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| | Hazards and Risks | Existing Control Measures | Risk Level (Very High, High, Medium, Low) | Further Actions ✓/X (If ✓ See Actions) |
|----|---|--|--|--|
| 1. | Close contact with staff and customers suffering from COVID-19 - Contracting COVID-19 | <ul style="list-style-type: none"> • UNTIL LEGEND SOFTWARE IS INTRODUCED – CAPACITY OF GYM AND STUDIO WILL BE MONITORED BY STAFF AND USERS TURNED AWAY/ ASKED TO WAIT IF THE FACILITIES ARE AT CAPACITY. • Members can book in advance and online, users can attend sessions after the session has started provided, they are not at maximum capacity • Where gym sessions are not booked, all users swipe in at reception to record contact details and 60 min head counts are carried out and recorded to ensure capacity is not breached. Entry will be stopped when capacity is reached. • Contact details taken for facility users in order to support test and trace. NHS QR code posters also displayed to record all user details for test and trace. • Maximum capacity reduced to ensure the 2m social distancing is achieved in all fitness facilities. • Gym equipment is positioned to ensure the 2m social distancing rule is achieved. • Free weights area restricted to two people to ensure social distancing is maintained and floor markings are in place indicating social distancing area for each user. • Equipment that cannot be removed to ensure social distancing is switched off, taken out of use with clear signage displayed indicating the equipment is out of use. • Gym users leave via a different exit where possible • Personal training can only take place where a 2m distance can be observed. PTs must wear a mask when teaching clients. | | |



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| | | <ul style="list-style-type: none">• Self-employed personal trainers supply their own risk assessments which are verified by management and are included in the total occupancy for the gym.• Inductions can only be carried out where a 2m distance can be observed• If a member of the public is being toured around the facility, social distancing must be maintained and masks worn by staff and public. Users being toured will have their details taken for test and trace via the QR code or at reception on the visitor register.• Prominent signage is displayed reminding customers of social distancing in reception and throughout the fitness areas.• Customers are advised not to bring personal belongings into the gym and are advised to change and shower at home unless the changing rooms are open during set times. Changing room capacity reduced to ensure social distancing can be achieved.• Music levels are reduced to avoid the need to shout• Indoor classes are not permitted until 17th May at the earliest.• Separate risk assessment to be complete for class activities following updated Government advice. | | |
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| 2. | Contaminated surfaces and equipment / Sharing equipment - Contracting COVID-19 | <ul style="list-style-type: none"> • Hand sanitising stations fitted before and throughout the gym. • Staff undertake cleaning of all equipment frequently dependant on usage. • Deep cleaning takes place weekly • Customers are instructed to wipe down machines before and after each use. • Equipment is not shared. • Equipment that cannot be easily sanitised such as ropes and slam bags are taken out of use. • Users showing signs and symptoms of COVID will not be allowed entry into the Centre. | | |
| 3. | <ul style="list-style-type: none"> • Insufficient ventilation - Contracting COVID-19 | <ul style="list-style-type: none"> • Air Handling Unit dampers opened to allow 100% fresh air and run for 24 hours a day • Max capacity for gyms and studios reduced to ensure 100sqft per person is achieved to achieve a target ventilation rate of 20 ltrs per person per second, whilst maintaining social distancing • All windows and doors which are not fire doors to be left open where possible and where security is not at risk. • All supply and extract vents are kept clean and run for 24 hours | | |

| ACTION PLAN (Additional Control Measures Required/Recommended Actions) | |
|---|---|
| Hazards and Risks | Recommended Actions |
| <ul style="list-style-type: none"> • | <ul style="list-style-type: none"> • |



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Please note:

*Following assessment if no further actions are assessed to be required please mark an **X** in the "Further Actions" box. If however additional controls or actions are assessed to be required please place a **√** in the box and note the action in the action plan.*

Any further actions identified should be completed before the assessed task is carried out.