

What Are the hazards	Who might be harmed and how	Risk Rating	What is already being done to control the risk	What further action could be taken	Who needs to carry out the action	Completed
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Key:  High  Medium  Low

<p>Car Park</p> <p>Car park is of general chipping and grass base, with no marked out parking bays or spacing markers.</p> <p>Cars are parked ad-hoc as members arrive.</p>	Members of M.B.S.C	Medium Risk	<p>Cars are parked closer than 2m apart, breaking the social distancing guidelines as drivers arrive / leave. This is the same in in all car parks and is only an issue as people return to / vacate their vehicles.</p> <p>In the mornings, cars will mostly be arriving at the same time increasing the risk but at leaving time, many are moving around at different times</p> <p>Normal social distancing rules should cover this</p>	<p>Once the gate has been open and shut the operator is to sanitise or wash their hands.</p> <p>Members are not to park within 2m between cars and to use the full length of the parking area where possible</p> <p>Members are to adhere to social distancing rules.</p>	The Operator and members	Ongoing
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			<p>occurrence.</p> <p>If the car park is to be used for more than just 'Parking' (i.e. eating lunch) then there is greater risk factor. In normal circumstances, the car park is not used for eating.</p> <p>The car Park gate is kept closed to deter pedestrians (non- members) from entering.</p>			
<p>Club House The Club house is made up of 6 areas – the Gulley, The Eating Area, The showers and</p>	Members	High Risk if not managed.	<p>Access to the Clubhouse is discouraged / prohibitive except as follows:</p> <p>Toilets are accessible via the</p>	Food and drink brought to the club is to be consumed outside the club house, or in own vehicles in car park or exterior green space adhering to social distancing regulations.	Members	Ongoing

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<p>toilets, bar Upstairs balcony and downstairs Balcony.</p> <p>The Clubhouse has Access via double doors at the front with a side door leading in to the galley and eating area with Stairs leading up to the bar.</p> <p>The bar and the eating area has tables and chairs. Which in the galley</p>			<p>downstairs balcony door.</p> <p>Members are encouraged to use home changing and showering facilities, but Club facilities are open for essential use.</p> <p>A maximum of 4 people at a time are allowed in each changing room. Access to the bar may be allowed by the Duty Officer</p> <p>The kitchen area usually serves hot and cold food and drink for</p>	<p>Members to be particularly aware of others when entering toilet areas to reduce chances of contamination</p> <p>Possibility of instigating one way system entry through 1 door and exit through the other.</p> <p>A cleaning and sanitizing programme should be in place to ensure that hand sanitizers are kept stocked up and cleaning is being adhered to.</p> <p>Cleaning activities/Repairs need to be carried out by an individual person using PPE (mask and Gloves) to minimise risk.</p> <p>Doors to be locked when being done</p>		
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<p>area have been stacked away.</p> <p>The only corridor is the steps leading to the bar area from the eating area by the Galley.</p> <p>There are no permanent staff employed at the club, and all serving is done on a voluntary basis.</p> <p>Cleaning is done by a cleaner who comes in to the club when</p>			<p>consumption on the premises –</p> <p>Both these are a high potential area for contamination. Therefore the Gulley is closed and will not be providing this service. Members will be providing their own food and drink. It is like the bar The duty officer’s decision should they allow anyone to make their own drinks- but only 1 person is allowed to do so at a time and all areas to be wiped down after use along with disposable cups</p>			
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it is not in use.			and not making for other members.			
<p>Bar</p> <p>The bar has ad-hoc members serving at different times of the day, and as such carries high risk of cross contamination.</p> <p>The area has Tables and chairs closely laid out. A pool table and Music System.</p> <p>Drinks are served in glasses or bottles.</p>	Members of M.B.S.C	High Risk if not managed	<p>The area is closed to members on a normal sailing day however during this week Access to the bar may be allowed by Duty Officers to allow members to buy drinks which are to be consumed outside of the Clubhouse.</p> <p>Contactless Payment is preferred.</p>	<p>You could appoint on a daily basis a bar steward for the day to reduce chances of contamination and any drinks required is done by an order system limiting the number of people entering behind the bar.</p> <p>Bar Steward to wear PPE</p> <p>Use disposable glasses and provide appropriate bins.</p> <p>If not doing a bar steward scheme then hand sanitiser and wipes to be provided and only one member to enter the bar space at a time or more if from the same family.</p>		

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Opening of bars is covered by government restrictions There will be no music played.						
Toilets and Changing Rooms Changing rooms and showers are part of the main clubhouse building. The facilities are NOT of cubicle type. And the	Members of M.B.S.C	High Risk if not managed	There is automated hand sanitizer at the entrance to the changing rooms / toilets and members are asked to use when entering the club house. Members are encouraged to use home changing and showering facilities,	A cleaning down / sanitizing system would need to be in place for each area used due to sailing taking place every day, and a 'peg' might be used several times in one day. Provide sanitizing wipes or sprays at each changing 'peg' with appropriate signage reminding members to wipe down the areas they have used including the peg. All Sailing kit / clothing is to		

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<p>showers have curtains.</p> <p>There is insufficient space to allow social distancing, and if done the capacity would be reduced drastically</p> <p>Using showers would break guidelines.</p>			<p>The club facilities are open for essential use only and a maximum of 4 people at a time are allowed in each changing room.</p> <p>Should showers need to be used then the middle shower in the men's and Ladies Changing rooms is not to be used and is to be clearly labelled out of action along with removal of the curtain.</p>	<p>be removed from the changing area.</p>		
<p>Race Box</p> <p>Is a small</p>	<p>Race Officer and Assistant</p>	<p>Low if same household</p>	<p>Race officer teams are kept to a maximum of 2 and</p>		<p>The committee / Race Officer</p>	<p>Ongoing</p>

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area which would make social distancing difficult?		Medium if not	<p>preferably from the same household.</p> <p>A gas canister or electric type air horns will be used. Hand sanitising facilities will be provided, and their use encouraged.</p> <p>Except in an emergency if the radio is to be used by someone else the handset will be wiped down.</p> <p>A WhatsApp group shall be used for all racing communication, which avoids groups congregating Around notice</p>			
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			boards & signing on/off tables.			
<p>Rigging and De rigging of boats</p> <p>Rigging of boats and de-rigging of boats is carried out in the Dinghy Park and front of club house area. Boats have individually allocated storage areas, and these are in close proximity to one another to maximise the capacity of the</p>	Members of M.B.S.C / Members of the public	Low Risk	Members should keep social distancing while in the dinghy park and on slipways, and should not assist others if this involves touching their boats / trolleys.	Where possible When adjacent boats are rigging /de rigging at same time, one boat to be moved to different area with sufficient space to rig. When boats are being hosed down or de rigged on concrete in front of club house boats to be kept apart by 2m to ensure social distancing is maintained. If area is already occupied, then members are to keep at a distance to allow the first boat to complete its task to ensure social distancing.	The Committee / Members/ Duty Officer	Ongoing

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<p>area. The area is busy at beginning of sailing and end of sailing, with potential for multiple boats being worked on at same time .This brings individuals into close proximity with each other due the close berthing of the boats. And members of the public walking past the club as there is a footbath running along the edge of</p>						
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<p>the club and the water. There is also a grass area adjacent to the club that is used for rigging boats and hosing down once out of the water.</p> <p>At the start of day and end of day the area can be busy with high likelihood of social distancing rules not able to be maintained due to close proximity of</p>						
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<p>boat storage and members arriving at same time to race starting.</p> <p>However as all is outside, and interactions will be relatively low.</p> <p>Ramps</p> <p>Boats are launched via 2 ramps. Boats are then launched by the individual sailor(s) or with help from others in the area.</p> <p>Launching trolleys once</p>	<p>Members of M.B.S.C / Members of the public</p>	<p>Low Risk</p>		<p>Boats to use slipway(s) only one boat at a time, and crew(s) being responsible for own launching / trolley storage</p> <p>Family isolation group' to be allowed to assist with own groups boat. No one under 18 is allowed to do social sailing unless</p>	<p>The Committee / Members/ Duty Officer</p>	<p>Ongoing</p>
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<p>vacated are stored in an ad-hoc manner for use later on when returning from the water for recovery.</p> <p>TO access the ramps sailor /s have to cross a public footpath which on busy hot days has members of the public sitting and using the ramps to launch personal kayaks, swimming and</p>				<p>accompanied by a parent or responsible adult</p> <p>Allocate a Ramp master (s)' as part of race team to control boat launching (and recovery) as well as assist with trolleys - issued with gloves /mask and to assist with moving members of the public from the clubs ramp and grounds, during busy times.</p>		
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<p>paddleboards.</p> <p>In the past sailors assist each other with launching and due to this there is a high degree of close interaction</p> <p>Multiple users moving / sorting/ finding trolleys is a source of potential cross-contamination. As such the risk of contamination is high and occurring twice a day</p>						
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under current practice						
<p>Safety Boat</p> <p>RIBs are used as safety boats for racing. These must be manned by minimum of 2 individuals due to the numbers of boats on water, and additional potential for rescue.</p> <p>Manned by main driver and an assistant. Driver is positioned in</p>	Members of M.B.S.C and Safety Boat Crew	Medium Risk	<p>The boat is being crewed by members of the same household where possible and when not Social Distancing will be carried out where possible.</p> <p>Safety boats, will be Quarantined for at least 3 days between uses by members of different households.</p> <p>No races shall be started in winds in excess of force 4</p>	<p>Safety boat crews should minimise close contact with those being rescued.</p> <p>The driver / assistant is to use PPE in emergency situations (face mask and gloves) - Provided in the Rib for use when needed.</p> <p>Ensure each driver /Assistant stay as same team for the day (if not from the same household) and do not use other RIB</p> <p>Nominated RIB drivers and sailors must be aware and accept this potential risk.</p> <p>It is responsibility of anyone social sailing to be able to cope with the prevailing wind conditions. If in doubt,</p>	Safety Crew, Committee, Race officer and Assistant	Ongoing

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<p>centre of RIB, whilst assistant can be anywhere in the RIB. RIBS are checked/ filled up with fuel before start of day.</p> <p>Social distancing cannot be maintained in the RIBs. This is particularly when carrying out rescue duties.</p> <p>The potential for infection can be reduced by the use of</p>				members must NOT launch		
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PPE (face masks and Gloves) - but Social Distancing Rules would be broken. During Social sailing a safety Boat (RIB) must be in operation.						
Club Boats This considers the use of sailing Boats and Sailing equipment that is loaned to club members and those attending the weeks sailing.	Members of M.B.S.C	Medium Risk	Club boats, will be quarantined for at least 3 days between uses by members of different households.	The committee is to Create a register to log each boat and it's used by date and by who. Should assistance in rigging up then the loaner is to either be advised from a distance on what they are to do or step away from the person helping masks and gloves to be worn by the helper.	Committee	Ongoing
Garage	Members of	High	The Duty officer	Members are to enter 1 at a	Duty Officer	Ongoing

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<p>This is the store room for Members masts and sails along with the club boats.</p> <p>This is an area where it is difficult to maintain social distancing.</p> <p>Only the duty officer open and closes the garage.</p>	M.B.S.C	Risk if not Managed	opens and closes the garage at the start and end of each day.	<p>time unless from the same family unit to collect their equipment.</p> <p>Helping to retrieve other members equipment is not permitted and members should touch only their own equipment, as it's a week's sailing where possible then equipment is to be kept with the members boats if not the same procedure as removing equipment is to followed when returning.</p>		
<p>Camping during the Week</p> <p>The main</p>	Members	High Risk		Under current guidelines no members will be allowed to share tents / accommodation with anyone not in their	The Committee	Ongoing

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<p>event of family week is cancelled only the sailing programme is being carried out there are some members who will be camping on the understanding that it is not an organised Maylandsea Bay Sailing Club event.</p>				<p>household unit and tents/motorhomes/caravans are to be spaced and entrances to be faced away from neighbouring tents.</p>		
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