**COVID-19 risk assessment**

# Company name: CAMELOT EVENTS LIMITED Assessment carried out by: WAYNE MONKMAN / LISA EDWARDS

**Date assessment was carried out: 2 SEPTEMBER 2020**

**This document covers transmission in droplet and formite form. In addition to this document a list of the participants geographical home location has been shared with HSE to ensure that nobody signed up will be traveling from an area with lock down restrictions – any participants registered in an area with restrictions will be informed they are unable to attend.**

Please note this event is taking place on private land leased by Camelot Events Ltd. Participants will not be utilising any public services.

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| **What are the hazards?** | **Who might be harmed and how?** | **Controls** | **What further action do you need to consider to control the risks?** | **Who needs to carry out the action?** | **When is the action needed by?** |
| Getting or spreading coronavirus by not washing hands or not washing them adequately | Staff  Participants  Photographer  Chip Timing Solutions  Platinum Ambulance  Water Safety | Follow guidance on [cleaning, hygiene and](https://www.hse.gov.uk/coronavirus/working-safely/cleaning.htm) [hand sanitiser](https://www.hse.gov.uk/coronavirus/working-safely/cleaning.htm)   * Provide water, soap and drying facilities at wash stations where possible * Provide information on how to wash hands properly and display posters | * Put in place monitoring and supervision to make sure people are following controls * Put signs up to remind people to wash their hands / Provide information about when and where they need to wash their hands * Identify if and where additional hand washing facilities may be needed * If people can’t wash hands, provide information about how and when to use hand sanitiser * Identify marshall to ensure all hand sanitising stations are replenished as needed | CC  WM/CC  WM/LE  WM/LE  CC | 5/9/20  5/9/20  3/9/20  3/9/20  3/9/20 |
|  |  | * + Based on the number of staff and participants identify:how many wash stations are needed and where wash stations need to be located |
|  |  | * Provide hand sanitiser for the occasions when people can’t wash their hands |

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| Getting or spreading coronavirus in common use high traffic areas such as registration, toilet facilities, event village, start and finish line, | Staff  Participants  Photographer  Chip Timing Solutions  Platinum Ambulance  Water Safety | Identify:   * areas where people will congregate, eg, registration tent, toilet facilities, changing rooms, * areas where there are pinch points meaning people can’t meet the social distancing rules * areas and equipment where people will touch the same surfaces such as toilets, obstacles * areas and surfaces that are frequently touched but are difficult to clean - obstacles | * Put in place monitoring and supervision to make sure people are following controls put in place, eg following hygiene procedures, washing hands, following one-way system in and out of the event village * Put up lots of signage reminding people to social distance, avoid contact and sanitise hands frequently * Increase hand sanitising stations around the event village and the course (see list of obstacles and hand sanitising stations) * Near-miss reporting may also help identify where controls cannot be followed or people are not doing what they should | CC / Marsahlls  CC/JA  CC/JA  All marshalls | 5/9/20  4/9/20  4/9/20  5/9/20 |

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|  |  | * Changing area to be restricted to no more than 30 at a time * Showers to be removed from facilities available * Waves will be limited to a maximum of 30 * Start coral can accommodate maximum 2 waves at a time * Waves to be set off every 15 minutes * One way system to be implemented across site to allow social distancing rules to be met * Leave sides of marquees to increase ventilation | * Marshall to be appointed to count in and out and manage maximum number * Participants to be advised in advance to turn up ready to participate and to spend as little time as possible in the changing area * Participants to be advised that showers will not be available for use * Signage to be put up and the route clearly marked with social distance branded tape | CC/Marshall  LE  LE  WM/ CC  WM/ CC | Throughout event  3/9/20  3/9/20  4/9/20  4/9/20 |

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|  |  | * Encourage participants to only bring essential items to site to reduce risk of cross contamination * Keep surfaces as clear as possible in registration to ensure ease of cleaning * Provide washing facilities and hand sanitiser at accessible places near to where people will have contact with high traffic communal areas * Ensure sufficient signage to remind people to wash and sanitise hands and not touch their faces * Ensure cleaning of surfaces throughout event | * Remind participants in event email * As part of set up ensure managed * Set up hand sanitising stations * Install signage around the site * Allocate responsibility to marshalls and brief | LE  WM/ CC  CC/JA  CC/ JA  CC | 3/9/20  4/9/20 and 5/9/20  4/9/20  4/9/20  4/9/20 |
| Getting or spreading coronavirus through staff / participants living together and/or travelling to work together and the event | Staff  Participants  Photographer  Chip Timing Solutions  Platinum Ambulance  Water Safety | * Identify groups of staff who live together and group them into a work cohort * Identify groups of staff who travel to work together and group them into a work cohort | * Ensure all staff are aware of current government guidelines, request avoid using public transport and to ensure they are being covid socially responsible * Ensure participants from the same social bubble/household are together in the same wave | WM  WM/CC | 5/9/20  5/9/20 |

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| Contracting or spreading the virus by not social distancing | Staff  Participants  Photographer  Chip Timing Solutions  Platinum Ambulance  Water Safety | * Follow government guidance on social distancing * Identify how we keep people apart in line with social distancing rules | * Put in place arrangements to monitor and supervise to make sure social distancing rules are followed * Mark the event village and site up with clear social distancing measures – signage and tape | WM  WM/CC | 5/9/20  5/9/20 |
| Poor [ventilation](https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown) leading to risks of coronavirus spreading | Staff  Participants  Photographer  Chip Timing Solutions  Platinum Ambulance  Water Safety | * Identify areas requiring ventilation | Remove sides from marquees | WM/CC | 4/9/20 |
| Increased risk of infection to those delivering medical attention | Platinum Ambulance  Staff | * Identify those who might need to provide medical attention or assistance to participants * Provide the right protection factor for each task rather than the highest protection factor respiratory protective equipment (RPE) for all tasks | Ensure all marshalls are equipped with PPE  Ensure Platinum Ambulance have full PPE | CC  PA | 5/9/20  5/9/20 |
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| Spreading of Covid through attendance | Everyone on site | * On arrival all participants/ staff and third parties will be required to complete the screening questionnaire and be temperature checked – anyone displaying any symptoms or who has a temperature reading of 37.8 and above will be asked to leave – those with no symptoms but a raised temperature will be offered a second temperature check before being asked to leave * All participants have been track and traced through online ticketing * Anyone who turns up without a ticket will complete the track and trace using the QR code | Marshalls to be allocated roles and temperature check points to be set up with screening questionnaires  Platinum Ambulance to complete 2nd temp check  All those with a healthy temperature and given access will be given a wristband to wear  All participants will receive a wrist band to show they have been temp checked  Set up QR Code and print and laminate posters for entry point | WM/CC  PA  Marshalls  Marshalls  LE | 4/9/20  5/9/20  5/9/20  5/9/20  2/9/20 |

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| Risk of infection through participation in obstacle course | Participants | * Identify obstacles which offer a higher risk of cross contamination e.g. Rope swings, ladder climbs etc | See separate document for positioning of hand sanitisation stations throughout course  Set up sanitisation stations to support schedule | CC/WM | 5/9/20 |
| Risk of infection through use of toilets and absence of hot water | All | * Install hand sanitisation stations outside toilets and ensure hands are sanitised before use and after use | Posters to support message | CC/WM | 5/9/20 |
| Risk of infection from common use surfaces | All | * Ensure cleaning throughout site continuously - hourly checks on all toilets/communal areas | Allocate marshalls to roles and ensure they have correct PPE for duties to be performed | CC | 5/9/20 |

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| Risk of infection from Water Stops | Participants | * Water stops are to be managed by marshalls – every runner will have access to a paper cone which they can collect and take to the marshall who will fill from a tap without touching the cone to reduce any risk of cross contamination | Allocate marshalls to roles and fully brief | CC | 5/9/20 |
| Risk of infection through production and sale of food | All | * Remove from offering e.g there will be no food or drink provided by Camelot Events – Staff and participants to be notified in advance to bring their own refreshments | Notify all by email | LE | Completed |
| Risk of infection in start corral | Participants | * All participants will be wearing a mask until they begin to run – this will then be put in their pocket in a plastic bag which will be given to them in advance | Distribution of plastic bags on the day | CC | 5/9/20 |

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| Risk of infection from key drop | All | * Participants are offered the opportunity to leave their keys at the key drop - this will be staffed by marshalls wearing masks and latex gloves – the person dropping off the keys will be offered an open plastic bag to put the key | Purchase of bags and distribution on the day | Marshalls | 5/9/20 |