**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 | StaffParticipantsPhotographerChip Timing SolutionsPlatinum AmbulanceWater 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
 | CCWM/CCWM/LEWM/LECC | 5/9/205/9/203/9/203/9/203/9/20 |
|  |  | * + 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, | StaffParticipantsPhotographerChip Timing SolutionsPlatinum AmbulanceWater 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 / MarsahllsCC/JACC/JAAll marshalls  | 5/9/204/9/204/9/205/9/20 |

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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 LELEWM/ CCWM/ CC | Throughout event3/9/20 3/9/204/9/204/9/20 |

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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
 | LEWM/ CCCC/JACC/ JACC | 3/9/204/9/20 and 5/9/204/9/204/9/204/9/20 |
| Getting or spreading coronavirus through staff / participants living together and/or travelling to work together and the event  | StaffParticipantsPhotographerChip Timing SolutionsPlatinum AmbulanceWater 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
 | WMWM/CC | 5/9/205/9/20 |

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| Contracting or spreading the virus by not social distancing | StaffParticipantsPhotographerChip Timing SolutionsPlatinum AmbulanceWater 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
 | WMWM/CC | 5/9/205/9/20 |
| Poor [ventilation](https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown) leading to risks of coronavirus spreading | StaffParticipantsPhotographerChip Timing SolutionsPlatinum AmbulanceWater 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 PPEEnsure Platinum Ambulance have full PPE |  CCPA | 5/9/205/9/20 |
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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 questionnairesPlatinum Ambulance to complete 2nd temp check All those with a healthy temperature and given access will be given a wristband to wearAll 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/CCPAMarshallsMarshalls LE | 4/9/205/9/205/9/205/9/202/9/20 |

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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 courseSet 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 |