



Working together for a safe return to gymnastics

British Gymnastics Coach Contact Framework Action Plan Risk Assessment

15/3/2021

Version 1

**Working together for a
safe return to gymnastics**

British
Gymnastics



ENGLISH
GYMNASTICS

GYMNASTICS
NORTHERN
IRELAND



Scottish
Gymnastics

Welsh
Gymnastics

Gymnasteg
Cymru

This sample Return to Coach Contact risk assessment form may be used for your guidance. This is a sample only and is not an exhaustive list. All controls within the Coach Contact Action Plan must be included in order to meet the DCMS approved measures to allow coach contact to resume safely.

Phase 1 Approval

Phase One of the British Gymnastics Coach Contact Framework has now been approved for under 18 participants by the DCMS, allowing recognised gymnastics environments across England to begin delivery of manual support.

**Whilst the framework provides a clear three phased approach, it is essential that those delivering gymnastics ONLY permit coach contact activities in line with Phase One. The full framework has been released to show the transition to full coach contact over time. The DCMS will be advising British Gymnastics of when it is safe and appropriate for movement into phase 2 and 3 and therefore until permission is granted from the government the additional phases are for information only.
(Phase 1 does not allow manual support for gymnasts over 18.)**

Clubs and recognised partners must only return to coach physical support activities when they have the appropriate safeguards and control measures in place as stipulated by British Gymnastics through the Coach Contact Framework Action Plan.

- Follow all national and local government guidance and adhere to best practice as outlined within the DCMS "**Working safely during coronavirus (COVID-19), for providers of grassroots sport and gym/leisure facilities**" guidance and all other relevant guidance specific to circumstance. With new restrictions being put into place and varying regulations across geographic areas, it is important that clubs seek up-to-date guidance from national government and local authorities to ensure compliance with COVID-19 regulations.
- Adhere to all transmission mitigating control measures required as stipulated within the **British Gymnastics Coach Contact Framework Action Plan**
- Educate staff and gymnasts (and their parents/guardians) in the required practices and controls as indicated within this risk assessment and keep appropriate records for the NHS Test and Trace (or home country equivalents) system.
- Ensure all gymnasts and coaches/instructors opt into an agreement to resume working on manual support activities and they understand their responsibilities and abide by all control measures as outlined within the **British Gymnastics Coach Contact Framework Action Plan**.

British Gymnastics has developed the following **Risk Assessment**. This specifies appropriate control measures (to reduce the risk of the transmission or contraction of COVID-19) for providers delivering activity specifically involving the manual support of gymnasts and coaches/instructors working within close-proximity of individuals.

Covid-19 risk assessments include the reasonable steps you will need to take to protect your workforce and members. Recording the risks associated with restarting the delivery of coach contact will help you understand what control measures you need to do put in place to protect people from harm.

This **Risk Assessment** must be utilised in addition to a delivery organisation's own Risk Assessment(s) to both increase the rigor of control measures and corroborate existing control measures for gymnastics venues. This must be read in conjunction with the **British Gymnastics Coach Contact Framework Action Plan** and **Code of Behaviour** for holistic understanding.

If you would like any further information or support, you can access expert Health and Safety support from our partner, Agility Risk & Compliance Ltd (Agility) through the British Gymnastics dedicated helpline: **01527 571 612**.

Using our dedicated helpline, Agility can offer you support and guidance in response to any queries you may have around this area. Any additional support can also be sought from the dedicated team at Agility, but you may be charged separately. This line is open Monday to Friday from 8.30am – 5pm. There is an after hours' service via a mobile number provided at the time of calling. Alternatively, you can email your query to: **bg.hs.advice@agilityrac.com**

If you require any further advice or support you can contact:

England

Business Support Partners at British Gymnastics on business-support@british-gymnastics.org

PLEASE NOTE

This document is for guidance purposes only and may be updated when there is any further specific information released from the government about the sports sector and a phased return to activity. At the time of publishing, the Department for Digital, Culture, Media & Sport (DCMS) have approved phase one of the British Gymnastics Return to Coach Contact Framework Action Plan which included a comprehensive risk assessment. This allows gymnastics delivery providers to adopt the controls as outlined within the Action Plan and resume delivery manual support activities. This document includes information to support British Gymnastics clubs and partners on their journey in taking the necessary steps to a resuming coach contact.

British Gymnastics Coach Contact Framework Action Plan [Risk Assessment]

This COVID-19 specific risk assessment is for the return to gymnastics activity specifically involving the manual support in identified activities working in close proximity together within a recognised indoor training environment.

Clubs wishing to return to conducting close proximity coach contact (in identified activities only) must comply with all mitigating actions (or equivalent) to reduce the overall risk of transmission within the gymnastics environment.

Risk Assessment Number:	Date of Assessment:	Additional Information check sheet/risk assessments required.	
Coach Contact Framework Action Plan Risk Assessment	1/3/2021	Substances Hazardous to Health:	<input type="checkbox"/>
		Manual Handling:	<input type="checkbox"/>
Task / Work Activity / Work Area Assessed:	Assessment carried out by:	Display Screen Equipment:	<input type="checkbox"/>
Return to manual support activity, related to supporting a gymnast through the development or performance of a skill.	British Gymnastics Step Forward Plan Coach Contact Framework working group and approved by Step Forward Project Board	New and Expectant Mothers:	<input type="checkbox"/>
		Young Persons:	<input checked="" type="checkbox"/>
		COVID-19:	<input checked="" type="checkbox"/>



Risk Rating System

Worse Case Outcome					Likelihood					Risk Rating (Outcome x Likelihood)		
1	2	3	4	5	1	2	3	4	5	Low	Medium	High
No injury	Minor injury	Lost time injury	Severe injury	Fatality	Remote	Unlikely	Likely	Very Likely	Certain	1 – 4	5 – 12	13 – 25

Persons affected by the Activity	Identified Hazards	Control Measures Already in Place (Use imagery where required)	Outcome	Likelihood	Risk Rating	Further action required? Yes/No
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Activity: Re-starting gymnastics sessions (for activity providers) in-line with COVID-19 Government requirements for logistics and general operations, cleaning, hygiene & medical provision

<p>1.0</p> <p>Gymnasts, Coaches/instructors & Staff</p>	<p>Returning to manual support after a prolonged period away from contact activity</p> <p>Getting or spreading Coronavirus</p>	<p>1.1 It is the club's/gymnastics providers responsibility to understand the organisational increase in risk by returning to coach contact. As each individual coach/instructor is deemed a contact, the risk of transmission is much higher. It is therefore the decision of the club whether to follow the Step Forward Return to Coach Contact Framework. The club/gymnastics/provider must also understand their position as a Covid-secure venue will change where contact less then 2m is taking place.</p> <p>1.2 Be responsible for highlighting to the coaches/instructors that they're putting themselves in a position of risk (in being a contact) and may have implications for them if a child they had supported tests positive for Coronavirus.</p> <p>1.3 New training plans established to include programming that confirms where manual support activities will be implemented as part of the reintroduction of coach/instructor contact.</p> <p>1.4 Training plan agreed with coaches/instructors and regular meetings scheduled to reflect and adapt safe and progressive planning to support the gymnast's ability levels and reintroduction back to manual support.</p> <p>1.5 Meet with coaching teams to discuss the progressive return to manual support activities adopting a phased approach to refresh coaches/instructors on safe supporting.</p> <p>1.6 Staff trained to recognise COVID-19 symptoms and follow the correct procedure if identified.</p> <p>1.7 Anyone showing symptoms are sent home for isolation and follow the NHS 'Test and Trace' system.</p> <p>1.8 COVID-19 signage is displayed including</p>	<p>5</p>	<p>2</p>	<p>10</p>	<p>N</p>
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		<p>promotion of good hygiene and social distancing practice.</p> <p>1.9 Re-inductions for gymnasts and coaches/instructors to update them on the operational logistics and new increased hygiene measures.</p> <p>1.10 All gymnasts are made aware of the increase in transmission risk associated with the return to manual support activity. Clubs must make all gymnasts, parents/guardians, and coaches/instructors aware that they are opting into any activities related to the return to manual support and that they can withdraw at any time.</p> <p>1.11 Adherence to Governmental guidance relating to household members and isolation if symptoms are showing.</p> <p>1.12 Clubs remain committed to inclusion by following all prior points and the following:</p> <p>1.12.1 Communication with parents/guardians regarding information on manual support activities and additional control measures required.</p> <p>1.12.2 Plan orientation briefings to help plan re-integration back into manual support activities through specific training and timetabling</p>				
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<p>2.0</p> <p>Staff</p>	<p>Returning to work and activity specifically involving manual support with gymnasts working closely together after a prolonged period away</p> <p>Injury as a result of:</p> <ul style="list-style-type: none"> • Repetitive strain • Overuse • Inappropriate timing • Coach or gymnast error • Unsuitable supporting surface • Unsafe support method • Lack of practise <p>Getting or spreading Coronavirus</p>	<p>2.1 Staff training, meeting and return to work interviews / inductions specific to manual support and the controls required for the resumption of such activity.</p> <p>2.2 Staff workshops within the gymnastics environment to refresh coaches/instructors on safe manual support and new training programmes specific to this.</p> <p>2.3 Training on new operational policy and procedures to include adherence to social distancing and where the resumption of manual support within identified activities allows for a relaxation in social distancing specific to the activity.</p> <p>2.4 Training in relation to cleaning and hygiene specific to manual support activity.</p> <p>2.5 All coaches/instructors must be actively delivering in a coaching environment for a minimum of two weeks before resuming manual support activities.</p> <p>2.6 After this minimum of two weeks gymnastics providers and coaches/instructors may then implement a phased return to coach contact and manual support activities:</p> <p>2.6.1.1 Phase 1 - During this phased return to coach contact, each coach/instructor must limit the coach contact and manual support for one identified group* for a maximum of 15 minutes per session.</p> <p><i>Manual support may not be provided for any other group or individuals once the identified group for each coach/instructor has been decided.</i></p> <p>* groups sizes cannot exceed current local and national guidance.</p> <p>2.6.1.2 Phase 2 - Following this period the coach/instructor may manually support multiple</p>	<p>5</p>	<p>2</p>	<p>10</p>	
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		<p>groups for a maximum of 15 minutes per group, per day</p> <p>2.6.1.3 Phase 3 - Following the first two phases coach contact can resume for pre-planned activity.</p> <p>2.7 Where possible, club, coaches/instructors should control and keep to a minimum the number of gymnasts that require manual support to reduce the number of contact and one coach has.</p> <p>2.8 Following phased return of manual support, the coach/instructor must review the programme and ensure coach contact activities are planned and kept to a minimum.</p> <p>2.9 Coaches/instructors must use approved manual support techniques as per coach education courses and resources.</p> <p>2.10 Coaches/instructors must ensure they support on approved sites of the participant's body as per the intended impact and the guidance provided on coach education courses and in respective resources.</p> <p>2.11 Coaches/instructors must provide manual support if through assessment and professional judgements it is deemed to be required. Coaches/instructors should consider other methodical activities or adapted apparatus approaches first.</p> <p>2.12 Coaches/instructors must only provide manual support for as long as required to deem the participant's individual performance safe.</p> <p>2.13 Throughout all manual support activities and phases, coaches/instructors must wear a face mask which suitably covers the nose and mouth.</p> <p>2.14 All coaches/instructors must wear a face masks/covering in line with</p>				
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		<p>government guidance during manual support activities with each gymnast.</p> <p>2.15 This must remain on throughout the supported activity and until the gymnast is 2m in distance away, adhering to social distance guidelines.</p> <p>2.16 Where possible, avoid taking a mask/face covering off in quick succession.</p> <p>2.17 Face masks may be removed once a 2m distance has been adopted in between a coach/instructor and the gymnasts.</p> <p>2.18 All coaches/instructors must adhere to government guidelines on how to wear a face mask during manual support activities.</p> <p>2.19 It is important that all coaches and instructors wear, maintain and dispose of facemasks appropriately.</p> <p>2.20 When wearing a mask/face covering, coaches/instructors should:</p> <p>2.20.1 Not touch the front of the face covering, or the part of the face covering that has been in contact with your mouth and nose.</p> <p>2.20.2 Once removed, store reusable face coverings in a plastic bag until you have an opportunity to wash them. If the face covering is single use, dispose of it in a residual waste bin. Do not put them in a recycling bin.</p> <p>2.21 Make sure you clean any surfaces the face covering has touched using normal household cleaning products. It is important that you do not place the mask/covering on equipment that may be touched by others.</p>				
<p>3.0</p> <p>Staff Children</p>	Common areas	<p>3.1 Any participants (coaches/instructors and gymnasts) not actively taking part in manual support must maintain social distancing, including in any communal areas/break out</p>	5	2	10	

<p>Gymnasts Parents/Carers</p>	<p>Including entrance, exit, viewing gallery, toilets</p> <p>Getting or spreading Coronavirus</p>	<p>spaces.</p> <p>3.2 Social distancing markers, signage and layout prepared and utilised on site.</p> <p>3.3 Viewing galleries and areas temporarily closed unless spectating is managed and social distancing is maintained.</p> <p>3.4 Clubs must set clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved. A visible and up-to-date cleaning schedule is required in key locations.</p> <p>3.5 Gymnasts are encouraged to arrive prepared for the session. The use of changing facilities and showers should be avoided although must be made available for participants with disabilities or with specific additional needs.</p> <p>3.6 Guidance provided to members for a staggered timetable to support entry and exit to building</p> <p>3.7 Define walkways into and out of the building using appropriate signage.</p> <p>3.8 Define walkways into, out of and around the gym, and ensure everyone understands them.</p> <p>3.9 Implement one-way systems or appropriate safeguarding to ensure social distancing can be adhered to</p> <p>3.10 Clearly allocate and communicate designated arrival and departure times to avoid large numbers of people congregating at cross over times.</p> <p>3.11 Keep updated with latest government guidance and receptive to action required changes.</p> <p>3.12 Increased hygiene procedures.</p> <p>3.13 Physical guards and screening in situations with increased likelihood of face-to-face contact including office and reception.</p> <p>3.14 All equipment cleaned with a suitable cleaning product.</p>				
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		<p>3.15 Implement regular cleaning and increased hygiene procedures for equipment & facility usage in line with Out of Health Care Settings government guidelines.</p> <p>3.16 High touch areas cleaned regularly throughout the day in line with guidance.</p> <p>3.17 Social distancing should be maintained in common areas between all users unless: users come from the same household or to manage needs on account of a disability or specific additional need.</p> <p>3.18 Scrutinise waste disposal processes and procedure to ensure risk of transmission is reduced through the appropriate use of PPE and safe hygiene practices.</p>				
<p>4.0</p> <p>Staff Parents/Carers Children Gymnasts</p>	<p>High touch surface areas – Gymnastic equipment specific</p> <p>Getting or spreading Coronavirus</p>	<p>4.1 Implement regular cleaning and increased hygiene procedures for equipment & facility usage in line with out of health care settings government guidelines.</p> <p>4.2 All equipment cleaned with a suitable cleaning product.</p> <p>4.3 Cleaning rotas in place throughout each day and week to ensure the regular cleaning and deep cleaning of facility and equipment. High touch areas cleaned regularly throughout the day.</p> <p>4.4 Review the use of hand equipment with the associated cleaning needs and risks according to the materials they are made of and any cleaning related instructions. Where possible plan to prioritise apparatus free activities or activities with wooden or plastic equipment (e.g.) blocks that can be easily sanitised.</p> <p>4.5 Hand-held equipment and personal equipment must not be shared. Each gymnast must have</p>	5	2	10	

		<p>their own equipment (rhythmic apparatus, conditioning aids including ankle weights, elastic bands, rollers etc).</p> <p>4.6 Gymnasts and coaches/instructors should be discouraged from touching their face, mouth, nose or eyes and practice good hand hygiene.</p> <p>4.7 All gymnasts and coaches/instructors should wash/sanitise their hands before, during and after sessions. Where possible, gymnasts should provide their own hand sanitiser.</p> <p>4.8 All coaches/instructors must wash their hands and arms with soap and water for 20 seconds prior to the manual support session commencing.</p> <p>4.9 Hand sanitiser should be used at all breaks in training and before and after consuming any food or drinks. Food and drink must not be shared, including their containers/bottles.</p> <p>4.10 If utilising manual support all coaches/instructors must hand sanitise before and after each individual gymnast's turn on the activity with soap and water or hand sanitiser.</p> <p>4.11 All coaches/instructors must adhere to government guidelines on how to wear a face mask during manual support activities</p> <p>4.12 It is important that all coaches/instructors wear, maintain and dispose of facemasks appropriately.</p> <p>4.12.1 Once removed, store reusable face coverings in a plastic bag until you have an opportunity to wash them. If the face covering is single use, dispose of it in a residual waste bin. Do not put them in a recycling bin.</p> <p>4.12.2 Make sure you clean any surfaces the face covering has touched using normal household cleaning products. It is important that you do not place the mask/covering on equipment that may be touched by others.</p>			
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		<p>4.13 Personal equipment e.g., chalk/training aids are taken home after each session and not left in the gym due to the risk of transmission.</p> <p>4.14 Remove communal chalk bowls, gymnasts should use their own chalk, in a clearly labelled container and not share the chalk with anybody else.</p> <p>4.15 Additional equipment, including manual supporting aids, e.g., rigs, push in mats, push in pads, foam modules are cleaned before/during/after sessions as required.</p>				
<p>5.0</p> <p>Staff Parents/Carers Children Gymnasts</p>	<p>Getting or spreading Coronavirus through close contact with others within the indoor sporting environment.</p>	<p>5.1 Encourage good hygiene practices throughout the sessions and across the facility.</p> <p>5.2 Tissues and bins available.</p> <p>5.3 Hand wash/sanitiser stations placed at different points around the facility and apparatus.</p> <p>5.4 Bins emptied regularly as part of cleaning schedules.</p> <p>5.5 Signage around the facility to promote good hygiene and social distancing reminders.</p> <p>5.6 Support younger members in the education of how to follow good hygiene procedures.</p> <p>5.7 Before, during and after using manual support, gymnasts and coaches/instructors must follow good hand hygiene practices.</p> <p>5.8 When not working specifically within manual support activities, gymnasts and coaches/instructors must then continue to adhere to social distancing and all other guidance.</p>	5	2	10	
<p>6.0</p> <p>Staff Parents/Carers Children</p>	<p>A person showing potential symptoms of Coronavirus</p>	<p>6.1 Staff trained to identify the symptoms of COVID-19 and process for minimising the risk of transmission.</p> <p>6.2 Ventilated room identified as isolation room (for suspected cases) whilst parent arrives to collect.</p>	5	2	10	

Gymnasts	Getting or spreading Coronavirus	<p>6.3 Policy in place for this eventuality and staff trained.</p> <p>6.4 PPE provided for the purpose of cleaning and first aid.</p> <p>6.5 Adherence to Governmental guidance relating to household members and isolation if symptoms are showing.</p>				
<p>7.0</p> <p>Staff Parents/Carers Children Gymnasts</p>	<p>Emergency incidents/application e.g. First Aid etc.</p> <p>Getting or spreading coronavirus</p>	<p>7.1 First aiders should familiarise themselves with the symptoms of COVID-19 and ensure that PPE (a fluid repellent mask, gloves, and aprons) is well stocked, and they are up to date with current best practices.</p> <p>7.2 Where possible first aiders should maintain social distancing measures, where treatment of an injured person allows this, however in an emergency, close contact is permitted to administer first aid treatment.</p> <p>7.3 First aid risk assessment completed</p> <p>7.4 After treating an injured participant, first aiders and individuals administering treatment should clean their hands thoroughly with soap and water or hand sanitiser at the earliest opportunity. Those performing first aid should avoid touching their mouth, eyes and nose.</p> <p>7.5 Where minor symptoms shown in future days to instantly raise alert and get tested using Government guidance.</p>	5	2	10	

Activity: Resuming the delivery of gymnastics activities which require Manual Support in-line with COVID-19 Government requirements

<p>8.0</p> <p>Gymnasts and coaches/instructors participating in manual support activities.</p>	<p>Getting or spreading the Coronavirus due to manual supporting in a planned activity.</p> <p>All manual support work in the identified planned activities will involve direct physical contact between gymnasts and coach / instructor.</p> <p>This may include contact such as:</p> <ul style="list-style-type: none"> • Hand to limb contact • Hand to shoulder • Hand to feet • Hand to torso • Face to face proximity • Prolonged (3+secs) 	<p>Prior to activity</p> <p>8.1 Increased screening measures to be implemented for gymnasts and coaches/instructors working with manual support:</p> <p>8.1.1 Prior to departure and travel to a training venue (within two hours of session start time), all gymnasts and coaches/instructors must complete a self-screening survey to determine whether they can attend the training session.</p> <p>8.1.2 Screening for symptoms prior to entry into the building.</p> <p>8.1.3 Anyone displaying any symptoms should not enter the venue.</p> <p>8.2 In line with UK Government Guidance if an individual is displaying symptoms and/or living in a household with a possible COVID-19 infection they should remain at home and follow UK Government guidance. In addition, any participants who have been asked to isolate by NHS Test and Trace (or home country equivalents) because they are a contact of a known COVID-19 case must not exercise outside their home or garden and must not exercise with others.</p> <p>8.3 Venue capacity and group size must be calculated and controlled to safely allow operation under the current government guidance.</p> <p>8.4 Abide by local health authority guidance and if required liaise directly to ensure compliance.</p> <p>8.5 All clubs, coaches/instructors and gymnasts must abide by the Code of Behaviour which supports the return to manual supporting for</p>	<p>5</p>	<p>2</p>	<p>10</p>	
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		<p>the identified disciplines and activities.</p> <p>8.6 Processes must be in place for full adherence with NHS Test & Trace (or home country equivalent) record keeping and any health authority or government guidance given.</p> <p>8.7 Travel arrangements to and from training should be considered, with all government guidance adhered to. Public transport should be avoided and travel by car should only be shared with people from within one household. A face covering must be worn when using public transport (current exemptions include children under the age of 11).</p> <p>8.8 All gymnasts and coaches/instructors working on manual support activities must adhere to government guidance externally to the gymnastics setting, following all social distancing controls in public settings and adhering to the relevant current guidance within households or social interactions and self-isolation periods following travel abroad.</p> <p>8.9 All gymnasts and coaches/instructors are made aware of the increase in transmission risk associated with the return of manual supporting activities.</p> <p>8.10 Social distancing should be maintained between all users of facilities unless: users come from the same household; to manage needs on account of a disability or specific additional need; working on specific manual support activities.</p> <p>8.11 All gymnasts (parent/guardian) and coaches/instructors must complete an opt-in agreement to return to manual support activities.</p>				
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		<p>8.12 Clubs and coaches/instructors must ensure all gymnasts (and parents / guardians) are aware what manual support activities they are opting into and that they can withdraw at any time.</p> <p>8.13 The club must inform the lead coach of any gymnast or coach /instructor who hasn't agreed to returning to manual support.</p> <p>8.13.1 The club must be sensitive to those individuals who may not want to return to manual support and ensure they can still participate fully in the session.</p> <p>8.14 It is the club's responsibility to inform relevant coaches/instructors and parents of any changes to the Opt-In Agreement.</p> <p>8.15 Clubs and delivery providers wishing to resume manual support within the identified activities must be operational for a minimum of two weeks maintaining COVID-19 secure measures prior to beginning manual support activities.</p> <p>8.16 All individual gymnasts must train independently for a minimum of two weeks prior to commencing any activities involving manual support.</p> <p>8.17 All coaches/instructors must actively coach observing COVID-19 secure measures as within the Step Forward Plan for a minimum of two weeks prior to commencing any activities involving manual support.</p> <p>8.18 Manual support activity can be introduced through analysing the needs of the group to determine what manual support is necessary to include in programme planning.</p> <p>8.19 After this minimum of two weeks gymnastics providers and coaches/instructors may then</p>				
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		<p>implement a phased return to coach contact and manual support activities</p> <p>8.19.1 Phase 1 - During this phased return to coach contact, each coach/instructor must limit the coach contact and manual support for one identified group* for a maximum of 15 minutes per session. * groups sizes cannot exceed current local and national guidance.</p> <p><i>Manual support may not be provided for any other group or individuals once the identified group for each coach/instructor has been decided.</i></p> <p>8.19.2 Phase 2 - Following this period the coach/instructor may manually support multiple groups for a maximum of 15 minutes per group</p> <p>8.19.3 Phase 3 - Following the first two phases coach contact can resume for pre-planned activity.</p> <p>8.19.4 It is the responsibility of the club and coach/instructor to review the programme, understand the increased risk, and ensure manual support activities are kept to a minimum.</p> <p>8.20 Manual support may occur if:</p> <p>8.20.1 The methodical activity or apparatus adaptation is new or carries risks and the coach/instructor wants to ensure the participant can perform it safely.</p> <p>8.20.2 The methodical activity or apparatus adaptation is new, and the participant is apprehensive.</p> <p>8.20.3 The participant is attempting or practising the full skill and there is a risk of injury during the skill or upon landing.</p> <p>8.20.4 There is a risk of overuse injury, or repetitive stress or strain due to forces associated with the amount of practise required to learn and</p>				
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		<p>master the full skill.</p> <p>8.21 Communicate and make available all plans regarding the resumption of manual support activities:</p> <p>8.21.1 Make available the relevant outcomes of risk assessments and agree procedures and actions with staff, coaches/instructors, volunteers, gymnasts, and parents/guardians.</p> <p>8.22 Work closely with venue management (if in a hired space) to agree responsibilities and actions.</p> <p>8.23 Keep all members and the local gymnastics community aware of club activity and adherence to very strict control measures.</p> <p>During Activity</p> <p>8.24 All gymnasts and coaches/instructors to be educated on the importance of staying with their groups and ONLY performing planned manual support activities.</p> <p>8.25 No gymnast to gymnast supporting/contact unless working under the Team Sport Framework in identified disciplines/activities.</p> <p>8.26 No additional assistance from another coach/instructor (double supporting) is permitted at any stage of the phased return. Coaches/instructors must take this into consideration when planning the skills, they are incorporating in sessions.</p> <p>8.27 All gymnasts and coaches/instructors should wash/sanitise their hands before, during and after sessions. Where possible, gymnasts should provide their own hand sanitiser.</p> <p>8.28 Prior to the session, and before any manual support coaches/instructors must clean their hands and arms for 20 seconds as per the</p>				
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		<p>government guidance.</p> <p>8.29 Additional hand and arm sanitising must be also be applied before and after each individual coach/instructor/gymnast when manual support is used.</p> <p>8.30 Hand sanitiser should be used at all breaks in training and before and after consuming any food or drinks. Food and drink must not be shared, including their containers/bottles.</p> <p>8.31 If utilising manual support all coaches/instructors must hand sanitise before and after each individual gymnast's turn on the activity with soap and water or hand sanitiser.</p> <p>8.32 Throughout all manual support activities and phases, coaches/instructors must wear a face covering.</p> <p>8.33 All coaches/instructors must wear a face masks/covering in line with government guidance during manual support activities with each gymnast. This must remain on throughout the supported activity and until the gymnast is 2m in distance adhering to social distance guidelines.</p> <p>8.34 Care should be taken to ensure masks are not left lying around the gym and are disposed of correctly/washed regularly.</p> <p>8.35 Any coach/instructor who is medically exempt from wearing a face mask will need to risk assess further with their club for their own safety as well as the gymnasts.</p> <p>8.36 It is important that all coaches and instructors wear, maintain and dispose of facemasks appropriately.</p> <p>8.37 When wearing a mask/face covering, coaches and instructors should:</p>				
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		<p>8.37.1 Avoid taking it off and putting it back on a lot in quick succession.</p> <p>8.37.2 Do not touch the front of the face covering, or the part of the face covering that has been in contact with your mouth and nose.</p> <p>8.37.3 Once removed, store reusable face coverings in a plastic bag until you have an opportunity to wash them. If the face covering is single use, dispose of it in a residual waste bin. Do not put them in a recycling bin.</p> <p>8.38 Make sure you clean any surfaces the face covering has touched using normal household cleaning products. It is important that you do not place the mask/covering on equipment that may be touched by others.</p> <p>8.39 All coaches/instructors should avoid speaking to the gymnasts during the manual support activities unless in the event of an emergency.</p> <p>8.40 Before, during and after all manual support activities, the coach/instructor and gymnast must avoid touching their mouth, eyes and nose.</p> <p>8.41 Physical contact should be avoided throughout the session for coaches/instructors and gymnasts whilst not working on manual support activities.</p> <p>8.42 Coaches/instructors must only provide manual support for as long as required to deem the participant's individual performance safe.</p> <p>8.43 Planning should be sensitive to only allow working on manual support activity for the necessary length of time.</p> <p>8.44 Coaches/instructors should avoid hand to hand manual support during any supported activity and use appropriate body parts or</p>			
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		<p>training aids where possible.</p> <p>8.45 Any participants (coaches/instructors and gymnasts) not actively taking part in manual support activity must maintain social distancing, including in any communal areas / break out spaces.</p> <p>8.46 When not working specifically on manual support activities, gymnasts and coaches/instructors must then continue to adhere to social distancing and all other guidance.</p> <p>8.47 Additional equipment, including manual supporting aids, e.g., rigs, push in mats, push in pads, are cleaned before/during/after sessions as required.</p> <p>Following Activity</p> <p>8.48 Keep a clear record for 21 days for NHS Test and Trace (or home country equivalents) purposes of all gymnasts that opt-in for coach / instructor contact.</p> <p>8.48.1 Records should include working groups and assigned coaches/instructors, including any changes to coaches/instructors. They should clearly identify where contact has been made between coach/instructor and gymnast.</p> <p>8.49 All coaches/instructors must wash their hands and arms with soap and water for 20 seconds following the manual support activity.</p> <p>8.50 Remind gymnasts (including parents / guardians) and coaches/instructors that they need to wash all items of clothing and leotards/unitards/shorts and t-shirts after every session they attend.</p> <p>8.51 Additional equipment, including manual supporting aids, e.g., rigs, push in mats, push</p>				
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		8.52	in pads, are cleaned. Adherence to Governmental guidance relating to household members and self-isolation if symptoms are showing.				
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SAMPLE

Identified Hazard	Further Control Measures (Use imagery where required)	Further Control Measures Follow up		
		Allocated to (Name)	Target date	Date completed

Risk Assessment Reviews			
Suggested Review Date (either after significant changes, actions completed, or annually):			
Risk Assessment Reviewed by (name):		Risk Assessment Reviewed by (name):	
Date:		Date:	
Comments:		Comments:	
Next Suggested Review Date:		Next Suggested Review Date:	
Risk Assessment Reviewed by (name):		Risk Assessment Reviewed by (name):	
Date:		Date:	
Comments:		Comments:	
Next Suggested Review Date:		Next Suggested Review Date:	

Risk Assessment – Example COVID-19 control measures adopted in gymnastics environments

These examples are not exhaustive and are for demonstration purposes to support understanding.

COVID-19 Specific Assessment	
Example 'Additional Control Measures in Place' for the Following Areas	
Human contact (Social Distancing)	Equipment / Facility
<ul style="list-style-type: none"> • Adhere to current social distancing guidelines • Indicate drop off/pick up points • Consider groupings of gymnasts within operation plan • Planning of staff working patterns • Timetable adjustment to support social distancing and cleaning • Protective screen installed e.g., reception desk, café desk, workstations • Contactless payments made where possible • Book online where possible to reduce unnecessary contact • Online ordering systems for products that can be ordered in advanced • Reduced class sizes in line with government guidance to reduce contact with others • Where possible meetings between staff conducted virtually • Where meetings are required in person, social distancing to be maintained • Cleaning with the relevant PPE • Encourage gymnasts to train in shorts and t-shirt/leotard avoiding crop tops or bare torso to minimise skin to skin contact with coach and gymnast. • Gymnast to wash or sanitise the part of the body that the coach/instructor has been in contact with i.e., leg or shoulder • Phased approach to manual support can be increased or reduced at anytime 	<ul style="list-style-type: none"> • Markings on the floor for visual representation for social distancing • Group sizing reviewed to suit the current social distancing guidelines • Fixed hand sanitisers next to each piece of apparatus or station where manual support will take place. • Waste bins located around the venue • Revise equipment layouts for circuits routes appropriate for manual support activity • Revise equipment access for ease of use by coaches/instructors and gymnasts • Consider alternative planning where manual support may not be possible. • Personal belongings to be kept together and easy to clean/maintain e.g., storage units, buckets, trays etc • Increased cleaning including visible schedules. • Gymnasts are not to share personal apparatus e.g., handguards/chalk etc. • Good natural ventilation within the building • Leave doors open where possible to reduce hand contact • Remove equipment that is not required • Marked areas for coaching • Marked areas for manual support stations
Procedural	Educational
<ul style="list-style-type: none"> • One-way systems • Signage around the venue • Limit the number of people allowed in the toilets at any one time • Encourage good hygiene • Brief younger members to help promote procedures • Review of Normal Operating Procedures to include COVID-19 actions 	<ul style="list-style-type: none"> • Informational signage within non gym areas • Social distancing signage • Review training program for gymnasts, parents/carers, and coaches/instructors (where required) of the phased approach to manual support.

<p>(where appropriate)</p> <ul style="list-style-type: none"> • Revise pathways within the gym allowing easy access • Communicate any changes in procedure prior to opening to ensure members are aware in advance of any changes. • Suitable procedures in place in the eventuality that someone is displaying symptoms of COVID-19 or has a confirmed case of COVID-19 • Return to work interviews/inductions for staff (highlighting any changes) • Staff training, particularly on awareness of the COSHH related sheets • Research/speak with other Clubs and how they are adapting to those that are classified as vulnerable • Staff meetings with topics of COVID-19 • Limit paperwork by using online tools • Assign a person responsible for COVID-19 practices • Make reasonable adjustment to entry and exit points • Where possible gymnasts should be assigned a fixed group to allow manual support activities. The groups should be pre-defined to reduce the number of contacts any one coach/instructor has in one day. 	<ul style="list-style-type: none"> • Review training programmes for gymnasts and other coaches/instructors to consider planned manual support activity • Discussions of return to gymnastics steps that are individual to them (like a return to work/re-induction) • Extended re-integration back into the sport through specific training and timetabling • Encourage good hygiene practices throughout the business/gym • Plan safe progressions that can be done whilst social distancing • Discuss the importance of a coach/instructor completing a warm-up prior to the manual support activity.
First Aid Requirements	Suspected Case of COVID-19
<ul style="list-style-type: none"> • Train/upskill First Aiders on social distancing guidance for First Aid incidents e.g., social distancing rulings • Upskill non-First Aid staff on the symptoms of COVID-19 and how to report • First Aiders to familiarise themselves with the symptoms of COVID-19 • First aid equipment to be checked and stocked regularly • First aid risk assessment completed • First aiders must wear PPE when administering first aid • In an emergency, for example, an accident, fire, or break-in, people do not have to stay 2m apart if it would be unsafe. • Post incident all involved to sanitise thoroughly and where minor symptoms shown in future days to instantly raise alert and get tested using Government guidance 	<ul style="list-style-type: none"> • Children will not be allowed to train if any of their family members (from the same household) are in self isolation – appropriate reminders around the building and on social media from time to time to help keep awareness up • Test and Trace system adhered to – register system being one method of this • Anyone showing symptoms are sent home for isolation and follow the NHS ‘Test and Trace’ system • Members of staff of family members who think they may be infected to carry out the self-assessment on the NHS website before arriving at the gym and to follow guidance: https://111.nhs.uk/COVID-19 • First Aiders/Medical Officers or Home Nation equivalent for club trained in processes to support COVID-19 Officer e.g., screening processes provided by the Government and specific to the club [insert details] • Welfare Officer or Home Nation equivalent training in process and supporting in family welfare as per normal processes

PPE Required	Cleaning Schedule
<ul style="list-style-type: none"> • Visors in addition to face masks if safe to do so (further risk assessment regarding visors should be considered when providing manual support). • Appropriate PPE to support new operational requirements and appropriate training • All staff members who complete cleaning tasks to be upskilled in that task and the requirements of materials involved, of which all require minimal PPE such as: <ul style="list-style-type: none"> ○ A fluid-repellent surgical mask ○ Disposable gloves (ideally non-latex) ○ Suitable eye protection ○ Suitable apron/body covering <p>Refer to the COSHH sheets to any specific PPE for chemicals used.</p> <ul style="list-style-type: none"> • All First Aiders to use the PPE that is suitable for the needs of the incident, ideally being: <ul style="list-style-type: none"> ○ A fluid-repellent surgical mask ○ Disposable gloves (ideally non-latex) ○ Suitable eye protection ○ Suitable apron/body covering 	<ul style="list-style-type: none"> • Cleaning/sanitising of equipment will take place as per the club's risk assessment and in line with government guidance • Review of current cleaning programmes within gym and non-gym areas • Review of all cleaning chemicals and 'fit for purpose' e.g., COSHH sheets • Cleaning slots programmed between each session e.g., clean down of used equipment and that is going to be used in the next session • Use of external companies for waste disposal • Where needed to use double protection methods such as double bagging • Wash hands for 20+ seconds with hand wash • Have colour system in place for cleaning equipment • Cleaning schedules to be visible
Other	
<ul style="list-style-type: none"> • Review all current Risk Assessments for the club/facility and their link to COVID-19, making them COVID-19 risk assessments • Parking bays made larger for space between cars allowing some social distancing during session transitioning • Pathways marked out around the external parts of the building, with social distancing lines for queue management • Legionella Risk Assessment completed • Regular cleaning completed of all water systems • Review of event risk assessments 	