

Bookham Bowling Club - COVID-19 Outdoor Risk Assessment

Club name:		Bookham Bowling Club				Date(s):		16th April 2021			
Venue address:		Chrystie Recreation Ground, Dorking Road, Great Bookham KT23 4PA				Location:		Great Bookham, Surrey			
Location of:				Evacuation Procedure:				Main Assessors:			
telephone	Inside Pavilion to left of main entrance				To be prepared				David Brownsill		
first aid kit	Inside Pavilion in an upper kitchen cupboard / defibrillator on wall outside kitchen								Jane Fiducia		
first-aider	Pending training update								Chris Middleton		
accident book	Inside Pavilion in an upper kitchen cupboard								Steve Mullins		
Does the venue have:											
Health and safety policy?				NO		Civil Liability Insurance?				YES	
Activity	Potential Hazard(s)	People Exposed (P)			Evaluation of Risk L=Low, M=Medium, H=High			Actions to mitigate risk	Action by (who?)	Action by (when?)	Done (P)
		Participants	Volunteers	Public	Probability	Severity	Overall				
Outdoors	Inadequate Social Distancing	P	P	P	H	H	High (9)	1) Adopt Club specific guidance 2) Adopt Rules of Play by members and visiting teams	All members and visiting teams	22/04/21 and beyond	
	Contaminated Equipment	P	P	N/A	H	M	High (6)	Follow Club specific guidance; only essential items of equipment to be used Participants to clean any shared equipment before and after use	All members and visiting teams	22/04/21 and beyond	
	Using Equipment Sheds	P	P	N/A	H	H	High (9)	Follow social distancing rules	All members	22/04/21 and beyond	
	Using Clubhouse Facilities	P	P	N/A	M	H	High (6)	1) Follow recommendations of Pavilion risk assessment 2) In Step 2 restrict access to the clubhouse to emergency toilets & hand-washing facilities and lockers 3) In Step 3 and beyond adopt Refreshment Procedure 4) Maintain small stock of PPE	1) All members 2) Captain of the Day, roll up stewards & all members 3) Kitchen volunteer 4) Captains	1) 09/2020 2) 22/04/21 and beyond 3) 17/05/21 4) 22/04/21	✓
	Using Gazebo	P	P	N/A	M	M	Medium (4)	Ensure no more than 50% enclosed	Captain of the Day, roll up stewards & all members	22/04/21 and beyond	
	Insufficient Hygiene and Sanitisation	P	P	N/A	H	H	High (9)	1) Hand sanitiser to be made available within the club grounds and accessible to members 2) Members to be encouraged to carry their own sanitisers with them	1) Chris Middleton 2) All members	1) 22/04/21 and beyond 2) 22/04/21 and beyond	
	Rink Booking & Match Sign-up	P	P	N/A	L	L	Low (1)	Implement Rink Diary online booking system	Lesley Brownsill	08/04/2021	✓
	Green Maintenance	N/A	P	N/A	M	L	Low (2)	Adopt Club specific guidance	Eric Tilley & Maintenance teams	13/04/2021 and beyond	✓
	Emergency Procedures	P	P	N/A	L	M	Low (2)	1) NHS Test & Trace QR code displayed 2) NHS Test & Trace contact requirements embodied within Club specific guidance	1) Chris Middleton 2) All members and visiting teams	1) 09/2020 2) 22/04/21 and beyond	✓
	Car Park	P	P	N/A	M	L	Low (2)	Overflow car park to be used regularly to create more space	Captain of the Day, roll up stewards & all members	22/04/21 and beyond	