Instructor Lead Classes (RLC / OLC / FSC / SAD / CWC)

| **Hazard**What the hazard is/ possible injury | **Risk To**Who may be harmed | **Control Measures**What are you already doing? | **L** | **S** | **R** | **Further Control Measures**(add to H&S Improvement Plan) | **Risk Rating** after Measures |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No social distancing due to Capacity levels & Studio Layout | All | New studio layouts have been designed – outline specific 4sq/m zones via floor markings for participants. Class capacities reduced by a minimum of 20% to allow for social distancing.  | 2 | 2 | 4 |  | 4 |
| Specialist clients may-be classed as high risk & should not be mixing with general public.  | Specialist Clients | All specialist in-house classes will be cancelled. “High risk” clients will receive bespoke “at home” workout product.  | 0 | 0 | 0 |  | 0 |
| Turnstile access or "open door" does not restrict entry which could lead to overcrowding or none-approved entry.  | All | Studio’s & areas used for exercise classes will remained locked outside of class times. Entry to classes will be via booking & registers only. New studio code of conduct issued to staff & customers. Class capacities reduced by a minimum of 20% to allow for social distancing.  | 2 | 2 | 4 |  | 4 |
| Sweat & bodily fluids are prone due to exercise type, so hygiene is a concern. | All |  New Code of Conduct Introduced. The updated Studio Code of conduct to includes: request to bring sweat towel, wear gloves, come dressed ready for the gym & avoid use of the showers/toilets. Must observe 2m social distancing rule at all times. Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Class content has been adjusted to limit use of exercise equipment & contact points. Class timetable has been adjusted to allow more time to de-rig & clean kit/areas in between classes. | 2 | 2 | 4 |  | 4 |
| Poor hygiene standards | All | Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Hand washing facilities with soap and water in place & actively encouraged.* See hand washing guidance.

<https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/> | 2 | 1 | 2 |  | 2 |

Fitness Suite (RLC / OLC / FSC / SAD / CWC)

| **Hazard**What the hazard is/ possible injury | **Risk To**Who may be harmed | **Control Measures**What are you already doing? | **L** | **S** | **R** | **Further Control Measures**(add to H&S Improvement Plan) | **Risk Rating** after Measures |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No social distancing due to Capacity levels & Gym layout. | All | New Gym Layout have been reviewed to allow spacing between machines where possible. Customers have been Instructed to ensure that they keep the correct social distance from each other as per the updated government guidelines. Reduced capacities and bookable sessions in place. | 2 | 2 | 4 |  | 4 |
| Specialist or clients may-be classed as high risk & should not be mixing with general public.  | Specialist Clients | Known clients with “high risk” conditions will be offered a digital alternative to exercise at home rather than enter a facility. “High risk” clients will receive bespoke “at home” workout product.  | 0 | 0 | 0 |  | 0 |
| Turnstile access or "open door" does not restrict entry which could lead to overcrowding or none-approved entry.  | All | New Booking system in place Member update so people can book for 1 gym session per day at peak times plus 1 additional session booked on the actual day (max 2 sessions a day). New maximum attendance set per Gym based on new gym layout, type of attendee & site specific arrangements.  | 2 | 2 | 4 |  | 4 |
| Not staffed at all times so no supervision in place to enforce any control measures.  |  | New staffing arrangements in place so that gym will be staffed at all times to control entry and exit. All gym staff to have access to phone / radio so they can request support / help if required.  | 2 | 2 | 4 |  | 4 |
| Sweat & bodily fluids are prone due to exercise type, so hygiene is a concern. | All | New Code of Conduct Introduced. The updated Studio Code of conduct to includes: request to bring sweat towel, wear gloves, come dressed ready for the gym & avoid use of the showers/toilets. Must observe 2m social distancing rule at all times. Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Class content has been adjusted to limit use of exercise equipment & contact points. Class timetable has been adjusted to allow more time to de-rig & clean kit/areas in between classes.  | 2 | 2 | 4 |  | 4 |
| Poor hygiene standards | All | Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Hand washing facilities with soap and water in place & actively encouraged.* See hand washing guidance.
* <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>
 | 2 | 1 | 2 |  | 2 |

Teen Gym (RLC / OLC / FSC / SAD / CWC)

| **Hazard**What the hazard is/ possible injury | **Risk To**Who may be harmed | **Control Measures**What are you already doing? | **L** | **S** | **R** | **Further Control Measures**(add to H&S Improvement Plan) | **Risk Rating** after Measures |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No social distancing due to Capacity levels & Gym Layout. | All | New studio layouts have been designed – outline specific 4sq/m zones via floor markings for participants. Class capacities reduced by a minimum of 20% to allow for social distancing. Spin bike spaced out at least 2m apart. Classes relocated to larger “rooms” where possible.  | 2 | 2 | 4 |  | 4 |
| Turnstile access or "open door" does not restrict entry which could lead to overcrowding or none-approved entry.  | All | Studio’s & areas used for exercise classes will remained locked outside of class times. Entry to classes will be via booking & registers only. New studio code of conduct issued to staff & customers. Class capacities reduced by a minimum of 20% to allow for social distancing.  | 0 | 0 | 0 |  | 0 |
| Sweat & bodily fluids are prone due to exercise type, so hygiene is a concern. | All | New Code of Conduct Introduced. The updated Studio Code of conduct to includes: request to bring sweat towel, wear gloves, come dressed ready for the gym & avoid use of the showers/toilets. Must observe 2m social distancing rule at all times. Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Class content has been adjusted to limit use of exercise equipment & contact points. Class timetable has been adjusted to allow more time to de-rig & clean kit/areas in between classes.  | 2 | 2 | 4 |  | 4 |
| Poor hygiene standards | All | Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Hand washing facilities with soap and water in place & actively encouraged.* See hand washing guidance.
* <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>
 | 2 | 1 | 2 |  | 2 |

Dry-side Exercise Classes 11-15 years (RLC / OLC / FSC / SAD / CWC)

| **Hazard**What the hazard is/ possible injury | **Risk To**Who may be harmed | **Control Measures**What are you already doing? | **L** | **S** | **R** | **Further Control Measures**(add to H&S Improvement Plan) | **Risk Rating** after Measures |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No social distancing due to Capacity levels & Studio Layout | All | New studio layouts have been designed – outline specific 4sq/m zones via floor markings for participants. Class capacities reduced by a minimum of 20% to allow for social distancing. Spin bike spaced out at least 2m apart. Classes relocated to larger “rooms” where possible. | 2 | 2 | 4 |  | 4 |
| Specialist clients may-be classed as high risk & should not be mixing with general public.  | Specialist Clients | All specialist in-house classes will be cancelled. “High risk” clients will receive bespoke “at home” workout product.  | 0 | 0 | 0 |  | 0 |
| Turnstile access or "open door" does not restrict entry which could lead to overcrowding or none-approved entry.  | All | Studio’s & areas used for exercise classes will remained locked outside of class times. Entry to classes will be via booking & registers only. New studio code of conduct issued to staff & customers. Class capacities reduced by a minimum of 20% to allow for social distancing.  | 2 | 2 | 4 |  | 4 |
| Sweat & bodily fluids are prone due to exercise type, so hygiene is a concern. | All |  New Code of Conduct Introduced. The updated Studio Code of conduct to includes: request to bring sweat towel, wear gloves, come dressed ready for the gym & avoid use of the showers/toilets. Must observe 2m social distancing rule at all times. Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Class content has been adjusted to limit use of exercise equipment & contact points. Class timetable has been adjusted to allow more time to de-rig & clean kit/areas in between classes. | 2 | 2 | 4 |  | 4 |
| Poor hygiene standards | All | Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Hand washing facilities with soap and water in place & actively encouraged.* See hand washing guidance.

<https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/> | 2 | 1 | 2 |  | 2 |

Spinning (RLC / OLC / FSC)

| **Hazard**What the hazard is/ possible injury | **Risk To**Who may be harmed | **Control Measures**What are you already doing? | **L** | **S** | **R** | **Further Control Measures**(add to H&S Improvement Plan) | **Risk Rating** after Measures |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No social distancing due to Capacity levels & Studio Layout | All | New studio layouts have been designed – outline specific 4sq/m zones via floor markings for participants. Class capacities reduced by a minimum of 20% to allow for social distancing. Spin bike spaced out at least 2m apart. Classes relocated to larger “rooms” where possible. | 2 | 2 | 4 |  | 4 |
| Specialist clients may-be classed as high risk & should not be mixing with general public.  | Specialist Clients | All specialist in-house classes will be cancelled. “High risk” clients will receive bespoke “at home” workout product.  | 0 | 0 | 0 |  | 0 |
| Turnstile access or "open door" does not restrict entry which could lead to overcrowding or none-approved entry.  | All | Studio’s & areas used for exercise classes will remained locked outside of class times. Entry to classes will be via booking & registers only. New studio code of conduct issued to staff & customers. Class capacities reduced by a minimum of 20% to allow for social distancing.  | 2 | 2 | 4 |  | 4 |
| Sweat & bodily fluids are prone due to exercise type, so hygiene is a concern. | All |  New Code of Conduct Introduced. The updated Studio Code of conduct to includes: request to bring sweat towel, wear gloves, come dressed ready for the gym & avoid use of the showers/toilets. Must observe 2m social distancing rule at all times. Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Class content has been adjusted to limit use of exercise equipment & contact points. Class timetable has been adjusted to allow more time to de-rig & clean kit/areas in between classes. | 2 | 2 | 4 |  | 4 |
| Poor hygiene standards | All | Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Hand washing facilities with soap and water in place & actively encouraged.* See hand washing guidance.

<https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/> | 2 | 1 | 2 |  | 2 |

REACH Exercise Referral (RLC / OLC / FSC / SAD / CWC)

| **Hazard**What the hazard is/ possible injury | **Risk To**Who may be harmed | **Control Measures**What are you already doing? | **L** | **S** | **R** | **Further Control Measures**(add to H&S Improvement Plan) | **Risk Rating** after Measures |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No social distancing due to Capacity levels & Studio Layout | All | New Gym Layout have been reviewed to allow spacing between machines where possible. Customers have been Instructed to ensure that they keep the correct social distance from each other as per the updated government guidelines. Reduced capacities and bookable sessions in place. | 2 | 2 | 4 |  | 4 |
| Specialist clients may-be classed as high risk & should not be mixing with general public.  | Specialist Clients | A telephone /online consultation will be completed by a L4 Cardiac / Pulmonary Rehabilitation ER qualified member of staff to complete a bespoke risk assessment to assess the suitability of the individual to exercise within a gym environment. To take action & give advice in-line with government advice on specialist populations & shielding; <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>. Known clients with “high risk” conditions will be offered a digital alternative to exercise at home rather than enter a facility. “High risk” clients will receive bespoke “at home” workout product. No inside, in-person group activities planned until guidance on the pandemic has been updated. Group, indoor sessions to take place via a digital platform.  | 0 | 0 | 0 |  | 0 |
| Turnstile access or "open door" does not restrict entry which could lead to overcrowding or none-approved entry.  | All | New Booking system in place Gladstone update so people can book for 1 gym session per day at peak times plus 1 additional session booked on the actual day (max 2 sessions a day), off-peak people will have to queue. . New maximum attendance set per Gym based on new gym layout, type of attendee & site specific arrangements. Specialist “Easy Does It” areas within RLC & CWC will be created to allow controlled bookable sessions to this type of exercise kit.  | 2 | 2 | 4 |  | 4 |
| Not staffed at all times so no supervision in place to enforce any control measures.  | All | New staffing arrangements in place so that gym will be staffed at all times to control entry and exit. All gym staff to have access to phone / radio so they can request support / help if required.  |  |  |  |  |  |
| Sweat & bodily fluids are prone due to exercise type, so hygiene is a concern. | All | New Code of Conduct Introduced. The updated Gym Code of conduct to include: request to bring sweat towel, wear gloves, come dressed ready for the gym & avoid use of the showers/toilets. Must observe 2m social distancing rule at all times. Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Easy Does It Specialist Circuit classes will be cancelled due to the rotational nature of the class until further notice.  | 2 | 2 | 4 |  | 4 |
| Poor hygiene standards | All | Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Hand washing facilities with soap and water in place & actively encouraged.* See hand washing guidance.

<https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/> | 2 | 1 | 2 |  | 2 |

Exercise Referral (RLC / OLC / FSC / SAD / CWC)

| **Hazard**What the hazard is/ possible injury | **Risk To**Who may be harmed | **Control Measures**What are you already doing? | **L** | **S** | **R** | **Further Control Measures**(add to H&S Improvement Plan) | **Risk Rating** after Measures |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No social distancing due to Capacity levels & Studio Layout | All | New Gym Layout have been reviewed to allow spacing between machines where possible. Customers have been Instructed to ensure that they keep the correct social distance from each other as per the updated government guidelines. Reduced capacities and bookable sessions in place. | 2 | 2 | 4 |  | 4 |
| Specialist clients may-be classed as high risk & should not be mixing with general public.  | Specialist Clients | A telephone /online consultation will be completed by a L3 ER qualified member of staff to complete a bespoke risk assessment to assess the suitability of the individual to exercise within a gym environment. To take action & give advice in-line with government advice on specialist populations & shielding; <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>. Known clients with “high risk” conditions will be offered a digital alternative to exercise at home rather than enter a facility. “High risk” clients will receive bespoke “at home” workout product.  | 0 | 0 | 0 |  | 0 |
| Turnstile access or "open door" does not restrict entry which could lead to overcrowding or none-approved entry.  | All | New Booking system in place Gladstone update so people can book for 1 gym session per day at peak times plus 1 additional session booked on the actual day (max 2 sessions a day), off-peak people will have to queue. . New maximum attendance set per Gym based on new gym layout, type of attendee & site specific arrangements. Specialist “Easy Does It” areas within RLC & CWC will be created to allow controlled bookable sessions to this type of exercise kit.  | 2 | 2 | 4 |  | 4 |
| Not staffed at all times so no supervision in place to enforce any control measures.  | All | New staffing arrangements in place so that gym will be staffed at all times to control entry and exit. All gym staff to have access to phone / radio so they can request support / help if required.  |  |  |  |  |  |
| Sweat & bodily fluids are prone due to exercise type, so hygiene is a concern. | All | New Code of Conduct Introduced. The updated Gym Code of conduct to include: request to bring sweat towel, wear gloves, come dressed ready for the gym & avoid use of the showers/toilets. Must observe 2m social distancing rule at all times. Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Easy Does It Specialist Circuit classes will be cancelled due to the rotational nature of the class until further notice.  | 2 | 2 | 4 |  | 4 |
| Poor hygiene standards | All | Additional cleaning stations put in place. Clear approach to cleanliness communicated to both staff & customers. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Hand washing facilities with soap and water in place & actively encouraged.* See hand washing guidance.

<https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/> | 2 | 1 | 2 |  | 2 |

L = Likelihood 1 Remote – would not happen in 5 years. S = Severity 1 Minor Injury Risk = Likelihood x Severity

 2 Unlikely – would not happen in 2-3 years. 2 First Aid Treatment

 3 Likely – would expect to happen once a year. 3 Three Day Injury

 4 Very Likely – Could Occur 2-3 times a year. 4 Major Injury

 5 Certainty – Likely to happen at any moment. 5 Fatality

Completed by Sarah Maxwell/Jo Smallwood Signature of Competent Person: Date: June 2020