Risk Assessment Form

Health, Safety and Welfare Management

Wanstead & Woodford Chess Club

Description of the	Covid-19	Location:	Wanstead House Community Association
task/activity:	Playing of chess in an enclosed space in a multi-		
	purpose communal venue.		
Name of person(s)	Ian Hunnable, Mark Murrell, Philip Staniland &	Job title(s):	Covid 19 sub-committee including the safeguarding
completing assessment:	Peter Nickals		lead.
Date of this assessment:	28 August 2020	Date of signing:	28 August 2020
Date of next Review:	Review required if there is a significant change		E-signed by the above.
	or Government guidance changes.		Approved by WWCC Committee on 29 August 2020

What is the hazard?	Who/what could be harmed and how?	Initial Risk Rating (H/ /L)	What effective control measures are currently in place?	Residual Risk Rating (H/ /	Are additional controls required (Yes/No) If yes highlight action plan here
Being infected by the Coronavirus	Members, guests and other users of Wanstead House Risk from environmental exposure (including aerosol), exposure to infected persons, transmission from touching contaminated objects		Wanstead House Community Association ("WHCA") has taken measures to control the hazard within a multi-user environment supported by contractual compliance obligations on users of the House. These include: Closure to the general public Ban on attendance in event of Covid-19 symptomology or symptoms of conditions likely to involve higher incidence of coughing or sneezing Restriction on numbers attending with contractual attendance limits Track and trace obligations for hirers including use of the car park High alcohol based sanitising stations at entrance and in common areas		No.

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		 Compulsory wearing of face covering in the indoor common areas Sanitisation and ventilation of hired rooms before use Regular sanitisation of door handles, hand-rails and other frequently touched areas. Social distancing signage Staggered arrival and departure times Staggered breaks Large waiting area to avoid passing on main stairway Alternative exit in event of congestion Protective screens for office and bar/café staff Isolation room in event of display of covid-19 symptoms 	
the Coronavirus	Club Members and invited guests during club meetings Risk from exposure to infected persons (who may be asymptomatic)	 The Club has taken measures to control the hazard including compliance with the Keeping Wanstead House Safe guidance issued by WHCA and satisfying the issued checklist for hirers. Those suffering from medical conditions and at greater vulnerability have been advised to undertake their own evaluation of risk and seek medical advice where appropriate. If someone becomes unwell with a new, continuous cough or a high temperature, they will be directed to go home and follow the stay at home guidance. If someone displays flu type symptoms creating a risk of a greater viral load transmission through sneezing or coughing they will be directed to go home to recover. Pre-registration and sign in required Social distancing of at least 1m in force Enforced spacing between players whilst in play Use of facial coverings mandatory Avoidance of face to face situations without a barrier Stewarding in place 	No

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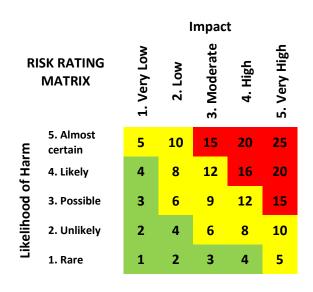
Wanstead & Woodford Chess Club

Being infected by the Coronavirus	Club Members and invited guests during club meetings Risk from environmental exposure including aerosol (out of winter)	satisfying • \ • \ • \ • \ • \ • \ • \ • \ • \ •	o has taken measures to control the hazard including g the checklist for hirers issued by WHCA Ventilated playing room (no air-conditioning) Social distancing of at least 1m in force Enforced spacing between players whilst in play Use of facial coverings mandatory Stewarding in place	No
Being infected by the Coronavirus	Club Members and invited guests during club meetings Risk from environmental exposure including aerosol (in winter)	satisfying • \ • \ • \ • \ • \ • \ • \ • \ • \ •	o has taken measures to control the hazard including g the checklist for hirers issued by WHCA Variable ventilation in playing room (no air-conditioning) Social distancing of at least 1m in force Enforced spacing between players whilst in play Use of facial coverings mandatory Stewarding in place	(1) Consider trade-off between greater through ventilation to avoid build-up of concentration of potential contaminated air and greater risk of contracting winter ailment complications. (2) Consider use of side-by-side only playing arrangement
Being infected by the Coronavirus	Club Members and invited guests during club meetings Risk from transmission from touching contaminated objects	satisfying satisfying satisfying satisfying	co has taken measures to control the hazard including go the checklist for hirers issued by WHCA Sanitise on entry to playing room Use of personal board and set for duration of session Sanitising of chess clock where change of user Sanitising of playing table Sanitise on exit from playing room Wearing of face covering during session Personal sanitising At least 116 hours gap before reuse of equipment Measures in place to minimise handling of cash	Possibly Consider potential for touching of hats, coats and bags of individuals by others and whether there is a practical way to minimise this other than by application of common sense. Review practices over first 4 sessions.

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Matrix to calculate the likelihood and impact should the hazard be realised.

Wanstead & Woodford Chess Club – Rating Matrix

Risk Rating	Possible Action to be Taken				
LOW	Club stewards/event organisers may accept risk				
	Manage by routine processes				
(<5)	Hazard to be reviewed and updated at least quarterly.				
MEDIUM	Committee action required to control risk as soon as reasonably practicable				
(5-12)	 Monitor any action taken to ensure it has been effective in reducing the risk to an acceptable level according to degree of impact on attendees 				
	 Review arrangements for ventilation and room lay out on session by session basis. 				
	Hazard to be reviewed and updated at least monthly to ensure risk level remains acceptable.				
HIGH	Immediate Committee action required to further control risk				
(>12)	Likelihood of need to cease club meetings				
	Notify insurers				
	 Monitor any action taken to ensure it has been effective in reducing the risk to an acceptable level 				
	Hazard to be reviewed and updated at least every month to ensure controls remain effective				