

# Evolve Fitness UK COVID-19 Risk Assessment



Evolve Fitness UK have undertaken the following COVID-19 Risk Assessment for both indoor and outdoor classes at the Glencorse Community Centre in Auchendinny.

This Risk Assessment details the controls required to meet Government guidance regarding health and safety, social distancing, and hygiene.

These controls have been put in place for both your and our safety and it is vital that you read and understand the full content of this document prior to attending any Evolve Fitness UK class at the Glencorse Centre. By reading this document you are confirming that you have read and understood the document and consent to adhere to all controls put in place.

| What are the hazards?   |   | Transmission of COVID-19  |              |
|---|---|---|--------------|
| Who might be harmed?  |   | Facility users and the wider community  |              |
| No.   | Controls Required   | Mitigations   | Action Taken |
| People Management, Instructor Best Practice and Communication |   |   |              |
| 1   | Self-screening of individuals before they arrive at the class to ensure individuals displaying COVID-19 symptoms or those who should be shielding do not travel or attend | Highlighted on Evolve Fitness UK website and booking confirmation email.  | Completed    |
| 2   | An assessment of user numbers, space capacities, venue circulation and layout planning to maintain social distancing  | Evolve Fitness UK will adhere at all times to the SAFETY GUIDELINES FOR COMMUNITY LETS document as issued by the Glencorse Centre. This document identifies all actions required by the instructor and group attending classes at Glencorse to mitigate against the spread of COVID-19.<br><br>A copy of the document can be found on the Evolve Fitness UK website <a href="http://www.evolvefitnessuk.com">www.evolvefitnessuk.com</a>  | Completed    |
| 3   | Communications in place so that all participants are aware of the control measures in place and how to act appropriately to minimise the risk of transmission of COVID-19 | Personal belongings should be kept to a minimum for the class e.g., mat, keys, water-bottle, essential medication. Non-essential clothing and other items should be left in your car. Sweat towels are not permitted in class.<br><br>All participants MUST sign the Track and Trace register located at the entrance of the Glencorse Centre. All class participants will also be required to resign a PARQ detailing their current health state, confirming that they do not have symptoms of COVID 19.<br>All participants will also have their temperature taken before class by a contactless thermometer. | Completed    |
| 4   | Clear protocols to manage any person who becomes symptomatic at the venue as per government guidelines for employers and businesses as the most relevant information      | If any participants demonstrate symptoms of COVID 19 during the class, the class will be stopped and participants sent home, or isolated if needed. The venue will then be cleaned to prevent the spread of the virus. The Glencorse Centre will be informed immediately.   | Completed    |
| 5   | Outline how participants who are returning to the environment from isolation due to suspected or confirmed cases of COVID-19 or other COVID-19                            | No participant will return to the class for at least 10 days from the onset of symptoms and they must be at least 7 days with no symptoms. They will not be allowed back to the venue for at least 14 days from the onset of symptoms and will require clearance from the COVID Medical officer before they return  | Completed    |

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|                      | related reasons should be medically assessed prior to return   |   |           |
| 6                    | Agree a clear position on how participants who are deemed vulnerable or are in a household with vulnerable individuals interact with the environment, which must be in line with government advice on clinically vulnerable individuals. | <p>Clinically extremely vulnerable individuals or those continuing to live with anyone deemed clinically extremely vulnerable should not be engaged in the class environment in line with current government advice.</p> <p>Participants deemed 'clinically extremely vulnerable' should continue to follow government advice. This currently includes maintaining 'shielding' and therefore, should not return to organised exercise outside of the home.</p> <p>Evolve Fitness UK will continue to stream their classes on-line allowing those in vulnerable groups to participate in classes from the safety of their own home.</p>  | Completed |
| 8                    | Ensuring class session plans are designed to minimise the injury and illness risk/NHS burden as a priority consideration   | Evolve Fitness UK will limit where possible movement outside of the spacing guidance for classes. All participants will remain within their allocated "pod" during the session.   | Completed |
| 9                    | Should a known or suspected COVID-19 case occur in the exercise environment or an individual be identified as a contact of a known case the individual/s in question should be placed in isolation and follow the PHE guidelines.        | Any participant who may become symptomatic whilst at the class should leave the venue immediately without touching anything and without coming into close contact with anyone. If they are clinically unstable, they will be isolated in a separate room and medical assistance called for. Venue to be notified to ensure the isolation room to be cleaned after use.  | Completed |
| 10                   | Put in place an off-site booking system, either online or via phone/email. Avoid cash transactions.  | All bookings will be made on Bookwhen, via the Evolve Fitness UK website. No "Drop-in" participants will be allowed to attend classes.  | Completed |
| 11                   | Ensure any support staff within the group exercise venue are operating to the minimum standards of practice that ensure any professional body endorsement and professional indemnity insurances they require are still valid.            | This will be confirmed with the Glencorse Centre.   | Completed |
| Buildings and Venues |  |   |           |
| 12                   | Assess ventilation in the building (natural and mechanical) and take appropriate measures to maximise ventilation and minimise risk of transmission.   | <p>A target ventilation rate of 20l/s/p is advised for facilities. This can either be attained through adjustments to ventilation systems themselves, or by controlling numbers (based on 100sqft per person, net usable indoor space available to members to use, including changing rooms) and using natural ventilation.</p> <p>Ventilation systems at the Glencorse Centre provide 100% fresh air and not recirculate air from one space to another.</p> <p>A carbon dioxide sensor shall be used as a surrogate indicator to switch on additional mechanical ventilation or open windows if required.</p> <p>Where no air conditioning is fitted Evolve Fitness UK will ensure the room is well ventilated and allow more time between classes to allow fresh air to circulate</p> | Completed |
| 13                   | Assess the maximum occupancy of your class   | Online bookings will be limited in line with occupancy rates  | Completed |

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|-----------------------|--|--|-----------|
|                       |  | <p>In the event of live classes spaces being taken, Evolve Fitness UK will communicate with participants the reason for limited numbers in advance of class and offer an online alternative class instead.</p> <p>The Glencorse Centre has marked the floor with temporary areas defining required space and this will be adhered to at all times.</p>   |           |
| 14                    | Check the venue has a deep cleaning strategy to minimise COVID-19 transmission risk  | The strategy has been checked with the venue   | Completed |
| 15                    | Check the venue has a daily cleaning strategy to minimise COVID-19 transmission risk   | The Glencorse Centre has an appropriate cleaning policy for toilets in between each use and class  | Completed |
| 16                    | Check the venue has a high-frequency touchpoint cleaning strategy to minimise COVID-19 transmission risk and how you will keep records | The Glencorse Centre has a policy for 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   | Completed |
| 17                    | Assess if spaces can be allocated between car park bays to minimise risk   | Participants will need to park away from others wherever possible  | Completed |
| 18                    | Ensure accesses, exits, passage, main room and stairways are safe, unobstructed, and accessible  | <p>There is a 2 meter social distancing allowance outside of the classroom which is signposted</p> <p>There is a 1-way system in place to avoid pinch points and areas of high traffic (1 entry point/ 1 exit point where possible)</p> <p>Evolve Fitness UK will check all furniture and equipment is neatly stored</p> <p>Evolve Fitness UK will ensure that they wipe door handles and door plates as per the SAFETY GUIDELINES FOR COMMUNITY LETS document before each class commences</p> | Completed |
| 19                    | Review emergency exits and access in the event of an emergency   | <p>All exits are clearly marked and there is clear access to doors and that they are not locked</p> <p>The premises are accessible to the emergency services</p>   | Completed |
| 20                    | Understand venue requirements in relation to changing room usage   | There will be no changing room facilities open at the venue. Participants are to arrive at the venue ready to start the class.   | Completed |
| 21                    | Kitchen spaces are not to be used  | Participants are to bring their own water  | Completed |
| Hygiene and Cleaning  |  |  |           |
| 22                    | Provision of hand washing facilities with warm water, soap, disposable towels, and bin.  | Glencorse Centre will only provide hand sanitiser. However, participants are encouraged to bring their own personal hand sanitiser.  | Completed |
| 23                    | Provision of suitable wipes hand sanitiser in locations around the facility to maintain frequent hand sanitisation.                    | As above. Participants to be encouraged to carry their own sanitisers with them  | Completed |
| 24                    | Only essential items of equipment to be used as per EMD UK guidelines. All equipment before and after use to be cleaned                | Evolve Fitness UK will not provide any fitness equipment, including mats for the classes. Participants are required to bring any equipment they require for the class (including mats). Sweat towels are not permitted.  | Completed |
| What are the hazards? |  | Other venue hazards to be considered after temporary closure such as Legionnaire's Disease, fire, electrical safety etc.   |           |

| Who might be harmed? |   | Facility users   |              |
|----------------------|---|--|--------------|
| No.                  | Controls Required   | Mitigations  | Action Taken |
| Venue Preparation    |   |  |              |
| 25                   | Check with the venue as to the risk of Legionnaire's disease and if necessary, work has been done to make your water supply safe for users  | Checked with the Glencorse Centre  | Completed    |
| 26                   | Check with the venue that routine maintenance has not been missed and certification is up to date (e.g. Gas safety, Electrical Safety and Portable Appliance Testing, Fire Safety, Lifts and Heating – Ventilation and Air Conditioning). | Checked with the Glencorse Centre  | Completed    |
| 27                   | Re-check the fire procedures for the venue  | Evolve Fitness has planned an escape route and meeting point that respects social distancing measures and will inform the class of any fire procedures, including escape routes & meeting points | Completed    |
| 28                   | Electrical & other equipment  | Evolve Fitness UK will provide their own head mic<br><br>Participants are to bring their own equipment (mats etc), no equipment to be shared within a class.                                     | Completed    |

| What are the hazards? |   | Vital first aid equipment is not available when needed. First aiders do not have adequate PPE to carry out first aid when required. |              |
|-----------------------|---|---|--------------|
| Who might be harmed?  |   | First aiders, facility users  |              |
| No.                   | Controls Required   | Mitigations   | Action Taken |
| First Aid             |   |   |              |
| 29                    | Check that your first aid kits are stocked and accessible during all activity   | First aid kit available at Venue  | Completed    |
| 30                    | What steps have you taken to improve your understanding of first aid provision under COVID-19?                                | Guidance from St Johns Ambulance is being used for the basis of any response.   | Completed    |
| 31                    | If you have an AED then check that it is in working order, service is up to date and that it is available during all activity | Available at the Glencorse Centre   | Completed    |
| 32                    | Check you have an accessible Incident Report Book   | Available at the Glencorse Centre   | Completed    |
| 33                    | Implement a Register of all attendees for each class (this must be kept for 21 days in case of outbreaks)                     | Available at the Glencorse Centre and online booking system   | Completed    |
| 34                    | Ensure you access to a phone in case of emergencies   | Phone carried at all times  | Completed    |