



TEMPLATE RISK ASSESSMENT FOR CHEERLEADING GYMS AND CLUBS

Outside activity based on government guidance issued 1st June 2020

This document is a template Risk Assessment, created by SportCheer England to assist Cheerleading coaches and gym owners in the interim period prior to gyms opening. It pertains to the government advice issued on the 1st June 2020 relating to sport and fitness in outside areas (Government advice: www.tinyurl.com/uwt2nes) It is designed to help think through the relevant risks associated with Covid-19 and how they might be mitigated. It does not provide a conclusive list of risks and Cheerleading coaches and gym owners will need to adapt, edit and add to the document according to their specific circumstances and resources. If you are working with Adaptive Abilities athletes, Special Athletes or an athlete that identifies as high risk, we recommend an individual Risk Assessment is made for each athlete and relevant measures put in place, including seeking appropriate medical advice/guidance.

We highly recommend you go through your Risk Assessment with your insurance company before returning to training and are confident that you are covered before proceeding with activities. It is also important to emphasise that a Risk Assessment is a live document, requiring constant review and amendment as situations arise and circumstances change.

It is also important to note that most parks require a licence for coaches and personal trainers to deliver classes in, and you need to investigate this with your local authority

It is critical that any Control Measures and Actions you state you will implement in the document are implemented, and that you have budgeted for the additional costs this will incur (such as cleaning products and PPE)

How to write a Risk Assessment

A Risk Assessment is a list of risks that you foresee potentially happening, an assessment of their severity, and a list of measures that you will put in place to either eradicate or mitigate the likelihood of the risk occurring.

The Likelihood and Severity scores have been left blank, as these rating depend very much on the individual measures you are able to put in place and the circumstances of your gym (location, resources, nature of your activity) The key code at the top of the Risk Assessment will help you decide the Action Level, and you must respond accordingly. If the Action Level is calculated to be high, then this is a strong indicator that immediate further action is required.

Organisation/Company	The company
Nature of Activity	Cheerleading / Tumbling / Dance
Outdoor venue and Local Authority responsible	
Assessed By	
Date of Assessment	
Review Date	

KEY

Likelihood	Severity
1. Very Unlikely	1. Very Unlikely 1. Minor/First Aid
2. Unlikely	2. RIDDOR 3-Day
3. Likely	3. RIDDOR Major Injury
4. Very Likely	4. Death or very serious injury to one person
5. Almost Inevitable	5. Death or serious injury to many persons

P=Probability of an injury, **S**=Likely severity should an injury occur, **R**=Risk rating (PxS)

Action Level

1- 4 LOW no further controls required

5 -7 MED – justify /review for each event day

8+ HIGH –immediate action/ further controls needed

Potential Hazard/ Risk EXAMPLES	Consequence EXAMPLES	Who is at risk? EXAMPLES	Existing control measures EXAMPLES	P	S	R	Further Controls and Actions required EXAMPLES	P	S	R
<p>The company will be inadequately prepared in terms of hygiene before activities return and during activities</p> <p>Staff are unprepared training and resource wise to undertake cleaning and sanitising of equipment (including PPE)</p>	<p>Risk of infection is increased due to unclean surfaces harbouring germs.</p>	<p>Athletes Staff Coaches</p>	<p>Staff to clean any equipment, such as disinfect mats under instruction. Minimal equipment to be used</p> <p>Maintenance of a robust daily cleaning schedule including monitoring and cleaning before, during and after sessions.</p> <p>Appropriate cleaning products and PPE purchased (both product type and quantity)</p>				<p>Clear training / instructions to staff as to their role and responsibility in the preparation and cleaning of equipment.</p> <p>Additional contracts for staff outlining their roles and responsibilities.</p> <p>Purchase cleaning products and PPE</p>			

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<p>Access to the venue/park:</p> <p>The venue won't be able to facilitate social distancing measures for athletes and parents accessing the park and car parking</p>	<p>Increased risk of infection transmission due to lack of social distancing</p>	<p>Athletes Parents / Guardians</p>	<p>The park is a wide-open space with multiple entrance and exit points facilitating socially distanced access</p> <p>Limit the number of participants in each class to 5 (as per government guidance)</p> <p>Parents / Guardians asked not to stay (drop off only)</p> <p>Introduce staggered start and finish times to reduce contact between classes (Government advice: www.tinyurl.com/uwt2nes)</p>				<p>Decide how you will organise limited class sizes and inform athletes of their new class times</p> <p>Consider wet weather contingency / cancellation notice period for classes</p> <p>Ensure all measures are clearly communicated to athletes and parents (say how you will do this – email, videos etc)</p>			
<p>The class set up will be inadequate for social distancing measures</p>	<p>Increased risk of infection due to lack of social distancing</p>	<p>Athletes Staff Coaches</p>	<p>Social distancing markers on the grass (such as mats or cones) will be pre-set and denote where athletes must stand</p> <p>All coaches and staff to be trained on all procedures</p>				<p>Ensure all measures are clearly communicated to athletes and parents ahead of time</p>			
<p>The venue will be inadequately prepared in terms of toilette facilities.</p> <p>Toilettes available are public and situated at XXXX (give location) – also check they are open</p>	<p>Risk of infection is increased due to surfaces harbouring germs.</p>	<p>Athletes Staff Coaches</p>	<p>Ask athletes to go to the toilet before they arrive at the gym to minimise the use of the toilette facilities</p> <p>It is strongly advised by the government that people avoid public toilettes. Should the need be unavoidable, athletes or coaches should thoroughly wash hands / use hand sanitiser</p>				<p>Clear training / instructions to staff as to their role and responsibility in supervising toilette breaks</p> <p>Ensure alcohol-based hand sanitiser is available. As all athletes to also bring their own.</p>			

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Continued from page 3...			Plan class location so that training takes place near the public toilettes				Ensure all measures are clearly communicated to athletes and parents. Consider shorter sessions			
The venue will be inadequately prepared in terms of changing facilities	There are no changing facilities available	Athletes	Athletes will be asked to come to class already changed.				Ensure all measures are clearly communicated to athletes and parents.			
Staff and coaches will not know how to keep themselves safe from exposure to COVID-19	Staff and coaches increasing their risk of infection, or the spread of an infection to themselves or others	Staff Coaches	Clear training and communication with staff on their roles, protocol and any PPE measures. No spotting, handshakes, hi5's or hugs				Daily Zoom meetings to provide feedback and reviewing practices, using start, stop, keep. Trial processes on test classes before rolling out to all classes.			
Staff and coaches will not know what to do if an athlete or parent presents with Covid-19 symptoms https://www.nhs.uk/conditions/coronavirus-covid-19/	Potential transmission of COVID-19, resulting in people contracting the virus. Heightened risk to the individual if they are not treated in a timely manner	Athletes Staff Coaches Parents	Training to identify signs Flowchart of appropriate action steps (following NHS guidelines) to be shared with athletes, parents and staff and training provided for coaches and staff. Example: If an athlete develops a high temperature or a persistent cough while at the gym, they should: -Return home immediately -Avoid touching anything -They must then follow the guidance on self-isolation and				Create action flow chart Provide training to ensure coaches and staff are confident in identifying symptoms and the protocol for dealing with such a situation. Communicate clearly to athletes and parents that if they show any signs of Covid-19 they are to stay home and isolate for 14 days (as per NHS guidelines)			

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Continued from page 4...			<p>not return to classes until their period of self-isolation has been completed.</p> <p>-All athletes in the same session as that athlete will be asked to return home immediately and self-isolate for 14 days</p> <p>Staff to clean mats the athlete has used, following their removal, wearing PPE and under instruction.</p>							
An athlete of staff member who has been to a class tests positive for Covid-19	High increased risk of infection to athletes, staff and coaches	Athletes Staff Coaches	<p>Ensure all athletes contact details are up to date for contact tracing and contact all those who had been in the class with the infected person.</p> <p>Use the NHS track and trace service to inform them of the incident and provide any relevant details.</p> <p>Make clear to athletes and staff who have been in contact with the effected athlete that they must not attend the gym and isolate for 14 days</p>							
Athletes will be unclear on how to behave in class, and do not understand or follow the social distancing measures	Athletes increasing their risk of infection, or the spread of an infection to themselves or others	Athletes Staff Coaches	<p>All younger classes – mini, tiny, youth classes to stay online. Any athlete 7 years and younger to continue taking classes online.</p> <p>All attending athletes are sent clear guidance on the measures</p>				<p>Create clear communication channels and ensure all attending athletes have received the information before attending</p> <p>No sharing equipment</p>			

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Continued from p5...			that will be in place. Instructional videos showing how the space is to be navigated, hygiene measures etc No stunting, pyramids, spotting, handshakes, hi5's or hugs							
Athletes do not follow hygiene requirements as set out in the government guidelines (regarding handwashing, coughing into elbow etc)	Athletes increasing their risk of infection, or the spread of an infection to themselves or others	Athletes Staff Coaches	Coaches to reinforce measures such as handwashing, coughing into elbow and the 'Catch It. Bin It. Kill It' message Messaging regarding hygiene requirements are sent to athletes ahead of their return				Ask athletes to bring own tissues, hand sanitiser etc			
During classes athletes will be unable to maintain social distancing	Athletes increasing their risk of infection, or the spread of an infection to themselves or others	Athletes	Social distancing denoted by mats will show athletes where to train in order to maintain social distance Social distancing rules will be communicated to athletes prior to attending				Monitor and adjust any measures that are not working to make more effective.			
During classes coaches will be unable to maintain social distancing	Coaches increasing their risk of infection, or the spread of an infection to themselves or others	Athletes Staff Coaches	Coaches and staff to pre-plan how they will deliver classes in order to maintain social distancing. If appropriate, PPE to be worn (such as masks)				Plan effective training and delivery strategies			
The storage of bags, shoes and water bottles etc will increase the risk of infection transmission	Increased risk of spreading infection	Athletes Staff Coaches	Athletes will be asked to bring the minimum required with them and to come dressed for class.				Ask athletes to clearly mark water bottles with their name			

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Continued from p6...			Water bottles etc to be kept next to the athlete in their designated space							
A mat/equipment where an athlete presenting with Covid-19 / confirmed Covid-19 has been requires sanitising	Potential transmission of Covid-19, resulting in people contracting the virus	Athletes Staff Coaches	Area to be evacuated and then either cleaned by staff in appropriate PPE or professional cleaners				Daily checking of the government website for updates and directive on any new required or recommended measures			
A member/s of the public interrupt/disrupt the class and do not maintain social distancing	Potential transmission of Covid-19, resulting in people contracting the virus	Athletes Staff Coaches	Coaches will immediately challenge the member/s of the public and ask them firmly to maintain distance If the member/s of the public become threatening. Ask athletes to pick up their individual mats and walk as a group to the park exit (maintaining social distance as much as possible) Coaches will carry mobile phones with them and if required (situation escalates) make a call to the police				Consider location for the class so that it is easily accessible to an exit.			
A dog runs through the class, over equipment	Minor potential transmission of Covid-19 via dirt, resulting in people contracting the virus	Athletes Staff Coaches	Coaches will shoo the dog away and ask the owner to put the dog on a lead / move away Coaches to sanitise any equipment/mats which the dog has been on				No further measures necessary			
A member of the public attempts to film or photograph the class	Potential Child Protection risk	Athletes	Coaches will immediately challenge the member/s of the				Coaches will carry mobile phones with them and if			

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Continued from p7...			public and ask them not to film/take photographs.				deemed necessary, make a call to the police			
An athlete injures themselves during training, requiring medical assistance	Increased risk of infection, or the spread of an infection between the athlete and attending first aider	Athletes First Aider	<p>First aiders will be equipped with adequate PPE (facemasks, gloves, mouth shield for CPR)</p> <p>If a First Aider feels uncomfortable to approach the injured athlete, the coach must call the parent for collection or in the case of emergency, 999</p> <p>Coaches will have athletes contact details and medical notes readily accessible on location to either call parents or assist paramedics with information. <i>(Please check your GDPR policy as to how you will achieve this)</i></p>				Ensure all athletes contact details and medical notes are up to date and readily accessible on location			
A coach and athlete wish to conduct a 1:1 session, creating associated Safeguarding and Health and Safety	<p>An athlete is placed in a vulnerable position by being alone with a coach/ A coach is placed in a vulnerable position by being alone with an athlete</p> <p>The athlete is injured or becomes unwell and the coach requires assistance</p>	Athlete Coach	<p>We highly recommend the following safeguard measures are put in place for this circumstance:</p> <p>2 adults will always be present. Either 2 coaches or 1 coach and 1 parent</p>				No further measures required			

This Risk assessment was created by SportCheer England
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