

Covid-19 Risk Assessment – BF Adventure & Via Ferrata Cornwall

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Adrian Richards CEO BF Adventure, Director Via Ferrata Cornwall

This Review is aligned with current Government advice (<https://www.gov.uk/coronavirus>) and will be reviewed as a minimum monthly or more frequently as guidelines change.

Whilst C19 is not fully understood by medical science we have based this risk assessment and associated policies, practices and mitigating actions upon the known science, causes of transmissions and evident risks associated with the illness.

Please refer to BF Adventure & VFC- **Response to Covid 19 Guidance** for mitigating actions, advice and guidance to staff, clients and suppliers.

This document details further information regarding the measures implemented and accompanying Risk maps for different areas of operation

We believe that whilst not all risk can be mitigated by following control measures illustrated below and by maximising our usage of open spaces and fresh/freely circulating air we can continue to operate at the Goodygrane Activity centre within government guidance and with minimal risk to all parties.

Personal Protective Equipment (PPE)

Following WHO and Government advice we do not believe it necessary to issue full PPE to all staff (& Clients) to be worn whilst on site, it will however be available for use in the following situations:

- Close contact equipment checks – Staff to have own cloth facemask and access to surgical face mask if required. (face to face avoided)
- Emergency Situation – Identified case of C19, Accident/Injury or Behavioural control – a grab bag of PPE will be available containing a face shield, Gloves and Surgical Mask x 2 Sets.

1 hazard - Proximity (Breaching of Social Distancing 2m Guidelines)

I risk - Office (Hub and Top Office)

- control i - Limit number of people in an office (Max 4 in one room)
- control ii - Social distance posters & occupancy Posters (Visible) Clear briefing to all on site
- control iii - Move desks and office equipment to create space and flow (2m apart)
- control iv - Encourage work from home where appropriate (To be individually discussed)
- control v - Turn fire exits into exit routes to create one-way systems at busy time

II risk - Members of the public (to follow BFA & VFC C19 Response Guidance at all times)

- control i - Signs on site, in toilets
- control ii - Emails sent to stake holders – Referrers/Suppliers/clients with clear guidance
- control iii - T+C updated to encourage declaration (Refund if cancellation C19 Related)
- control iv - Website updated with clear guidance & C19 Policies
- control v - Facebook updates with clear guidance & C19 Policies
- control vi - Exceeding limit of 2 x Households meeting – all customers and booking leads to be reminded that Government limits still apply, staff to monitor on the day of visit to ensure compliance maintained.

III risk - Staff working patterns

- control i - Individual room allocations, maximum occupancy
- control ii - See office risk

- control iii - Lift sharing discouraged
- control iv - Outside Meetings & Briefings
- control v - Create team bubbles with minimal Instructor mixing across whole team

2 hazard - Contamination (Risk of Catching C19 from surfaces)

I risk - Classrooms and offices

- control i - Daily clean as normal, clean all regular contact surfaces every 2 hours
- control ii - Limit number of service users in rooms to 1
- control iii - Maximise the use of outdoor spaces

II risk - Equipment

- control i - Climbing and Zip PPE - Individual allocation of Equipment, where possible
- control ii - Hands to be sanitised before and after equipment usage
- control iii - Equipment to be cleaned after each usage – see specification for each item
- control iv - Prior to use VFC Harness and Helmets to be placed outside to maximise additional UV exposure
- control v - Equipment to be rotated (Ideally 72hrs between usage)
- control vi - Water sports equipment – Ensure all close contact items disinfected after use

III risk - Kitchens

- control i - Daily and 2Hr Cleaning
- control ii - All clients and staff to immediately wash own dishes et al
- control iii - Maximum occupancy 4 persons, face masks to be worn at all times
- control iv - Encourage Staff to reduce 'cooking' time and bring own packed lunch

IV risk - Toilets

- control i - Hot water and soap in all blocks for handwashing
- control ii - Full Daily clean, Disinfectant cleaning every 2 hours
- control iii - Reduce Occupancy

V risk - Bunk rooms and tents

- control i - Out of Use until 2m Social Distancing Rules relaxed OR used within 'bubble (family of School Class/Year Group guidance)

VI risk - Activity barn & Climbing Wall

- control i - Cleaned after use (handles, switches and locks)
- control ii - Max group size to ensure 2m distance can be maintained
- control iii - Wall – All to clean hands with hand sanitiser immediately before and after climbing
- control iv - PPE Checks – use of Masks and avoid face to face contact

VII risk - Changing rooms

- control i - Encourage more outside changing
- control ii - Maximum occupancy 1 person

3 hazard - Instruction

I risk - Proximity (transmission)

- control i - Climbing – facemasks to be worn, for PPE checks and fitting of equipment

- control ii - Paddle sport – operate to reduce risk of rescues (Rescues will necessitate close contact – training to reduce need for face to face close contact facemasks to be worn for PPE checks and fitting of equipment
- control iii - Handwashing before and after sessions
- control iv - Archery – hand and bow washing stations before and after sessions
- control v - Zip wire – Face masks to be used for close proximity working, avoidance of face to face contact
- control vi - ADQ, LR, TR and problem solving – facemasks to be worn for any close contact, spotting shared more among the group
- control vii - Via Ferrata – External Briefing, maintaining social distancing at all times, face coverings to be used for PPE checks and any close contact support, minimise any potential for face to face contact.

4 hazard - Group work

I risk - Belaying

- control i - Group belaying discouraged, no multiple rope supervision unless belayers are suitable competent

5 hazard - Travel

I risk - Bus travel

- control i - Groups to risk assess this to ensure within their own guidance

II risk - Mini bus and personal cars to move YP

- control i - Avoid use of personal cars if possible
- control ii - Facemasks to be worn by all occupants of vehicles
- control iii - Minibus use – max capacity limited by 2m social distancing (x2 passengers in Mini boxer, x 4 large Boxer)
- control iv - Cleaning before and after use

III risk - Taxi

- control i - Service provider to risk assess

Risk maps:

Risk map- Daily Site Operations:

Risk	Likelihood	Impact	Mitigation tactics
Staff Become Ill offsite and transmit to other staff member/clients	Low (may increase)	High – Additional sickness – Closure of site	All staff updated with Government guidance, advised to self-isolate as advised, contact 111 with any symptom and contact line manager as required. Staff member to seek testing ASAP. Essential that once sickness suspected exposure to other staff minimised to try and prevent full site closure (likely if multiple exposures)
Clients attend site with the Virus	Low (may increase)	High- additional sickness-	All clients and referral agencies instructed not to attend site if there is any reason to suspect client has been exposed to any suspected Covid19 patients OR are displaying any symptoms

		Closure of site	All staff updated with Government guidance, advised to isolate any clients displaying symptoms, to call 111 and respond accordingly Essential that once sickness suspected exposure to other staff & Clients minimised to try and prevent full site closure (likely if multiple exposures)
Transfer of C19 across site	Low (may increase)	High- additional sickness- Closure of site	Clear instructions to all staff and clients regarding handwashing protocols Provision of sanitising hand wash and gels Provision of hot water to all toilet facilities (complete 09/03/2020) Regular and monitored cleaning of all communal surfaces- minimum every 2hrs

Risk map- Staffing Team:

Risk	Likelihood	Impact	Mitigation tactics
Insufficient Staff to cover all bookings	Medium	Medium- cancellation of client visits and/or group commercial bookings & NCS	Promote personal hygiene, self-isolation to reduce spread and ensure team can flexi work to provide cover if needed
Staff unable to attend BF due to family commitments- Illness or children off school	Medium	As above	Support staff to return to work with Flexi working
Senior Team illness and/or family commitments- lack of duty manager cover	Medium	Medium	Senior staff able to work from home and/or provide cover for each other – ensure personal contacts updated and all senior staff can work remotely
Staff exposed to Virus whilst attending offsite meetings	Low – may increase	Medium/High	Restrict all face to face meeting attendance Practice excellent personal hygiene and minimise exposure when attending events

Risk map- Skills 4 Life ongoing provision:

Risk	Likelihood	Impact	Mitigation tactics
Clients attend BF with Co19	Low- may rise	High	As above, Email sent to all referral agencies 09/03/20 requesting that all clients are well and no-one with any symptoms is to be sent in.
Closure of schools	Low – may rise in isolated cases	High- Loss of income	Regular communications with all referral agencies and schools, monitoring of news media and websites, be prepared to rearrange staffing
Travel restrictions	Medium	High	As above
New Team members bringing additional cost	M	High- additional cost	As above

Via Ferrata Cornwall:

Note the Via Ferrata Activity is naturally designed to facilitate current social distancing guidelines; all participants are issued with clean gloves, all participants upon the course must keep a safe distance apart –min 2 to 3metres and groups can be designed to be family only or to separate individuals if still deemed appropriate under Government guidance.

Hence Via Ferrata is a healthy, outdoor based activity, which can accommodate social distancing guidelines whilst promoting immersion in nature, fun, excitement, escapism AND a shared family experience

Risk map- VFC:

Risk	Likelihood	Impact	Mitigation tactics
Staff sickness	Medium	Medium	As for BFA staffing- flexible working across organisations a possibility
Client sickness	Medium	Medium	Monitor closely and request any clients with symptoms do not attend – Offer full refund if self-isolating
Full site closure	Low- could become high	HIGH	Mitigate via control and staff isolation
Breaching of Co19 Guidelines in reception/café area	Medium	High	Ensure all visitors are full briefed, sufficient signage is in place and staff monitor situation closely
Track & Trace	Medium	Low	Ensure VFC complies with Track & Trace guidance – clear signage and sign in slips (GDPR) compliant to record all non VFC participant and visitor details in case needed for T&T.