# COVID-19 Risk assessment template

## Company name: Exeter School of Tai Chi Assessment carried out by: Helen Kingdon &

## Jessica Cohen for Outdoor Classes

## Date of next review:       Date assessment was carried out: 02/04/2021

In addition to adhering to the guidance provided by each venue used, the instructors of the Exeter School of Tai Chi will adhere to the control measures listed below.

| What are the hazards? | Who might be harmed and how? | What are you already doing to control the risks? | What further action do you need to take to control the risks? | Who needs to carry out the action? | When is the action needed by? | Done |
| --- | --- | --- | --- | --- | --- | --- |
| **Physical transmission of Covid** | All attendees and instructors | Provision of hand sanitiser in each class  | All attendees will be encouraged to use the hand sanitiser on arrival and departure from each class | Instructor | All outdoor classes from April 2021 onwards (until further notice) |       |
| **Droplet Transmission** | All attendees and instructors | Social distance of >1m to be maintained at all times | No physical correction of class attendees will be undertaken  | Instructor | All outdoor classes from April 2021 onwards (until further notice) |       |
| **Fomite transmission** | All attendees and instructors | No equipment will be used or shared during the classes | Cash will not be collected from attendees, online or other payment mechanisms will be used | Instructor | All outdoor classes from April 2021 onwards (until further notice) |       |
| **Track & Trace requirements** |       | Complete a full register of all attendees in each class (ensure late arrivals are included) |       | Instructor | All outdoor classes from April 2021 onwards (until further notice) |       |
| **Population** | All attendees and instructors with underlying health conditions |       | Risk assessment to be shared with all potential attendees by email and posted on the School’s website | Helen | Prior to 12th April 2021 |       |

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| **Off-field Activity** | All attendees and instructors |       | All attendees to be instructed to limit congregating before and after each class unless their contact is within current government guidelines (e.g. Rule of 6 or two households) for social contact.All attendees to be instructed that there is to be no physical contact with other attendees.All attendees to be instructed to bring their own water bottle and not to share food with other attendees. | HelenInstructions to be shared via email and posted on the School website | Prior to 12th April 2021 |       |
| **Symptom Check** | All attendees and instructors |  | A class reminder message will include a message re self-assessment for any Covid-19 symptoms | All instructors via Whatsapp | Before each outdoor class |  |
| **Travel to Class** | All attendees and instructors |  | All attendees to be reminded to adhere to current legal guidelines for travel and shared transport | Helen via email and posted on School website | Prior to 12th April 2021 |  |
| **Adherence** | All attendees and instructors |  | All instructors of the School will be aware of and adhere to the actions outlined in this risk assessment. |  |  |  |

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](http://www.hse.gov.uk/simple-health-safety/risk/)

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