



Wolfson College Risk Assessment

Gym – Rev. 5.

Assessment Ref	WOLF-W-COVID-007	Location/Dept:	Gym
Assessment date:	02/11/20	Assessor's name:	Chris Licence
Manager/Supervisor:	Chris Licence	Next review date:	21/03/24
Brief Description of Task/Area	The activities undertaken within the Wolfson Gym on the ground floor of C Block; including general free weights use, multi-gym machine use, cardio equipment use and other fitness activities.		
To be read and followed in conjunction with any other Risk Assessments, Policies or Procedures; list them here	WOLF-W-COVID-19-001/002/004/005 and COVID 19 SAFETY PLAN. All other sporting activity related Risk Assessments (currently under review)		

Hazard Category and Description e.g. trip, falling objects, fire, explosion, noise, violence etc.	Persons affected and how	Existing Control Measures e. g. Guards, Safe Systems of Work, Training, Instruction, Authorised Users, Competent Persons, Personal Protective Equipment (PPE)	A. Severity of injury (1 to 5)	B. Likely Occurrence (1 to 5)	Risk Rating (A) x (B)	Further Measures Needed	A. Severity of injury (1 to 5)	B. Likely Occurrence (1 to 5)	Risk Rating (A) x (B)	Further measures to be completed when and by whom
Infectious disease: <i>Contracting Covid-19 (Coronavirus)</i>	College Staff / Students / Members of the Public / Visitors / Family Members of staff <i>Becoming severely ill by contracting the COVID-19 virus</i>	<p><u>Hand Washing</u> All of the College community are advised to continue with washing or sanitising of hands before and after contact with communal surfaces.</p> <p><u>Social Distancing</u> The College put in place a 5 person maximum rule on users in the Gym.</p> <p><u>Symptoms of COVID-19</u> All of the Wolfson community (users of the facilities) have been asked to not use facilities if they are unwell.</p>	4	3	12	<p><u>Social Distancing Rules</u> Current distancing and issues with the confined space / lack of ventilation requires that a 5-person maximum rule be always maintained in the Gym.</p> <p><u>Ventilation</u> Whilst in use the Gym main entrance door and as many windows as possible should be opened.</p>	4	1	4	<p>All users of facilities Immediate</p> <p>All users of facilities Immediate</p>

		<p><u>Contractors</u> Guidance is issued to contractors for them to follow when completing all works on site.</p>			<p><u>Cleaning</u> Any equipment used during activities must be thoroughly cleaned before and after use using the sanitizing agents supplied.</p> <p><u>Hand Hygiene</u> Gym users must sanitise their hands before, after and at regular intervals during use or after touching any communal surfaces.</p> <p><u>Communication</u> All College community will be able to view the Sports Facilities Safe Use Guidance on the College website.</p> <p><u>Further risk assessments</u> The COVID-19 hazard and control measures are to be added to all other sporting activity related task specific Risk Assessments and made available for all College users via the website.</p> <p><u>Vaccination Programme</u></p>			<p>All users of facilities Immediate</p> <p>All users of facilities Immediate</p> <p>Home Bursary 04/07/20</p> <p>Home Bursary 04/07/20</p> <p>All users of facilities Immediate</p>
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						<p>The College are encouraging all members to take advantage of the central NHS vaccination programme as/when they are invited.</p> <p><u>LFT Availability</u> The College are making a number of LFT available for students, staff, members.</p>				<p>All users of facilities Immediate</p>
Machinery Injuries		<p><u>PPM</u> <i>There are regular PPM checks and works by the Gym Rep and by the College Maintenance team.</i></p>	4	1	1		4	1	1	<p>Gym Rep / Home Bursary Team Immediate</p>
Heart attack / medical incident		<p><u>CCTV</u> Gym cameras are in place and monitored live by the Lodge.</p> <p><u>Emergency phone</u> There is an emergency direct phone to the Lodge for all gym users.</p>	4	1	1		4	1	1	<p>All users of facilities Immediate</p> <p>All users of facilities Immediate</p>

Hazard checklist

The definition of a hazard is "something that has the potential to cause harm" including ill health, injury, loss of product and/or damage to plant and property.

Below is a list of hazards that may be present and may be of assistance in identifying hazards in your task or area. Although not an exhaustive list, please place an **X** in the box if you think the hazard exists in the activity and/or environment and insert in the Description and Location of Hazard Section of the form. Also, include any additional hazards identified and not highlighted below.

a. Condition of the:	Floor.		Stairs.		Furniture.	
b. Extremes of:	Light.		Noise.		Humidity / temperature.	
c. Abnormal levels of:	Dust.		Fumes / aerosols.		Smells.	
d. Animals:	Kicking / scratching.		Biting.		Crushing.	
e. Flammables:	Solvents.		Paper / board.		Wood.	
f. Radiation:	X-ray / radioactivity.		Ultraviolet.		Laser.	
g. Equipment training:	Inadequate training.		No training.		Needs re-training.	
h. Equipment:	Sparks / generates static.		Has a flame.		Uses flammable liquids.	
i. Electrical equipment:	Damaged / exposed wires		Trailing leads / adapters.		PAT tested.	
j. Equipment with:	Sharp / fast moving parts		Emergency cut out.		Extreme temperatures.	
k. Manual handling:	Dragging/moving/lifting.		Heavy.		Awkward.	
l. Vehicles:	Buggies.		Passenger.		Lorries/vans.	
m. Pressure systems:	Autoclaves.		Gas cylinders.		Liquefied gases.	
n. Word processing / computing.	DSE/VDU.		Program / software.		Workstation.	
o. Working:	Lone-working.		Over-crowding.		Housekeeping - bench / floor.	
p. Working:	Above 2m off ground.		On ladders / scaffolds.		Below ground level.	
q. WRULD – work related upper limb disorders	RSI – keyboard, pipette.		Hand Arm Vibration.			
r. Outside buildings, roads	Falling objects.		Swinging doors		Obstructions / low beams.	
s. Infectious Diseases	COVID-19 / Flu	X	Ebola / Hemorrhagic Fever		HIV	

Risk Rating Guide

Score	5	4	3	2	1
Column A: Severity of injury:	Very High -Multiple Deaths	High - Death, serious injury, permanent disability	Moderate - RIDDOR over 3 days	Slight - First Aid treatment	Nil - Very Minor
Column B: Likely occurrence:	Inevitable	Highly Likely	Possible	Unlikely	Remote Possibility

Risk Rating Score	Action	Risk Rating Score	Action
1-4	Broadly Acceptable - No action required	5-9	Moderate - Reduce risks if reasonably practicable
10-15	High Risk - Priority Action to be undertaken	16-25	Unacceptable -Action must be taken IMMEDIATELY

Additional Control Measures Action Plan

Ref No.	Further action required	By whom	By when	Completed
AC1	<i>Social distancing reminders</i>	Home Bursary	04/07/20	Yes
AC2	<i>Communication</i>	Home Bursary	04/07/20	Yes
AC3	<i>Further Risk Assessments</i>	Home Bursary	04/07/20	
AC4	<i>Booking system (to be adjusted 05/11/20)</i>	Home Bursary	05/11/20	Via the Lodge

Explain how you will monitor and review the additional control measures?

Frequency: Monthly once past the deadline for implementation

Method: Daily inspections by all Home Bursary staff

To be carried out by: Home Bursary (Facilities Team)

COMMUNICATION OF RISK ASSESSMENT FINDINGS TO STAFF

Reference of formal and additional communication to staff	METHOD	YES	DATE	COMMENTS
	Copy of risk assessment issued to staff			
	Controls covered in team procedure issued to staff			
	Induction			
	Team Meeting, Toolbox Talk			
	E-mail circulation			
	Available on website / intranet	X	15/06/20	
	Other –			

Review Tracker

Reassessment due: 12/07/20	Reassessment due: 22/09/20	Reassessment due: 20/10/20	Reassessment due: 02/11/20	Reassessment due: 21/03/23
Assessed by: Chris Licence	Assessed by: Chris Licence	Assessed by: Chris Licence	Assessed by: Chris Licence	Assessed by: Chris Licence
Signature CL	Signature CL	Signature CL	Signature CL	Signature CL
Date – 15/07/20	Date – 22/09/20	Date – 20/10/20	Date – 02/11/20	Date – 21/03/23
Job Title – Estates and Health & Safety Manager	Job Title - Estates and Health & Safety Manager	Job Title - Estates and Health & Safety Manager	Job Title - Estates and Health & Safety	Job Title Home Bursar
Approved by: Barry Coote	Approved by: Barry Coote	Approved by: Barry Coote	Approved by: Barry Coote	