

**Risk Assessment Form****Essex Chess Association**

Health, Safety and Welfare Management

<b>Description of the task/activity:</b>	<b>Covid-19</b> Supervised chess playing by juniors in an enclosed space in a multi-purpose communal venue.	<b>Location:</b>	<b>Wanstead House Community Association</b>
<b>Name of person(s) completing assessment:</b>	Mark Murrell	<b>Job title(s):</b>	ECA Safeguarding Officer
<b>Date of this assessment:</b>	<b>Summer Plan:</b> no legal limits, exercise caution <b>4 August 2021</b>	<b>Date of signing:</b>	<b>4 August 2021</b>
<b>Date of next Review:</b>	Review required if there is a significant change or Government guidance change or venue hire terms		<b>E-signed by the above. Approved by ECA Executive on 5 August 2021</b>

<b>What is the hazard?</b>	<b>Who/what could be harmed and how?</b>	<b>Initial Risk Rating (H/M/L)</b>	<b>What effective control measures are currently in place?</b>	<b>Residual Risk Rating (H/M/L)</b>	<b>Are additional controls required (Yes/No) If yes highlight action plan here</b>
<b>Being infected by the Coronavirus</b>	<b>Users of Wanstead House in the communal areas.</b>  Risk from environmental exposure (including aerosol), exposure to infected persons, transmission from touching contaminated objects		Wanstead House Community Association ("WHCA") has taken measures to control the hazard within a multi-user environment supported by contractual compliance obligations on users of the House. Currently a "covid secure" venue.  These include: <ul style="list-style-type: none"> <li>• Closure to the general public – this event is ECA only</li> <li>• Ban on attendance in event of Covid-19 symptomology or symptoms of conditions likely to involve higher incidence of coughing or sneezing</li> <li>• Restriction on numbers attending with contractual attendance limits</li> <li>• High alcohol based sanitising stations at entrance and in common areas</li> <li>• Compulsory wearing of face covering indoors (unless an exemption applies)</li> <li>• Sanitisation and ventilation of hired rooms before use</li> <li>• Regular sanitisation of door handles, hand-rails and other frequently touched areas.</li> </ul>		No.

**Risk Assessment Form****Essex Chess Association**

Health, Safety and Welfare Management

			<ul style="list-style-type: none"> <li>• Social distancing signage</li> <li>• Staggered arrival and departure times of groups</li> <li>• Staggered breaks</li> <li>• Large waiting area to avoid passing on main stairway and formation of informal social groups</li> <li>• Alternative exit in event of congestion</li> <li>• Protective screens for office and bar/café staff</li> </ul>		
<b>Being infected by the Coronavirus</b>	<p><b>Players and officials in the Playing Area room (s).</b></p> <p>Risk from exposure to infected persons (who may be asymptomatic)</p>		<p>The Executive has taken measures to control the hazard including compliance with the Keeping Wanstead House Safe guidance issued by WHCA and satisfying the issued checklist for hirers, which are reinforced by the ECA conditions of entry.</p> <ul style="list-style-type: none"> <li>• Those suffering from medical conditions and at greater vulnerability have been advised to undertake their own evaluation of risk and seek medical advice where appropriate.</li> <li>• If someone is required to self-isolate or becomes unwell with a new, continuous cough or a high temperature, they will be directed to go home and follow the <a href="#">stay at home guidance</a>.</li> <li>• If someone displays flu type symptoms creating a risk of a greater viral load transmission through sneezing or coughing they will be directed to go home to recover.</li> <li>• Availability of free lateral flow tests for all adults</li> <li>• Covid-19 testing for school children</li> <li>• No spectators in the Playing Area room(s)</li> <li>• Use of facial coverings recommended for ECA officials as circumstances require.</li> <li>• Avoidance of face to face situations without a barrier</li> <li>• Stewarding in place</li> </ul>		No

**Risk Assessment Form****Essex Chess Association**

Health, Safety and Welfare Management

<b>Being infected by the Coronavirus</b>	<b>Players and officials in the Playing Area room (s).</b>  Risk from environmental exposure including aerosol (out of winter)		The Executive has taken measures to control the hazard including satisfying the checklist for hirers issued by WHCA which are reinforced by the ECA conditions of entry. <ul style="list-style-type: none"> <li>• Fully ventilated playing rooms (no air-conditioning)</li> <li>• No spectators in the Playing Area room(s)</li> <li>• Use of facial coverings recommended for ECA officials as circumstances require.</li> <li>• Stewarding in place</li> </ul>		No
<b>Being infected by the Coronavirus</b>	<b>Players and officials in the Playing Area room (s).</b>  Risk from transmission from touching contaminated objects		The Executive has taken measures to control the hazard including satisfying the checklist for hirers issued by WHCA, which are reinforced by the ECA conditions of entry. <ul style="list-style-type: none"> <li>• At least 116 hours gap before reuse of equipment</li> <li>• Room and equipment set up under sanitised conditions</li> <li>• Sanitise on entry to playing room</li> <li>• Sanitise on exit from playing room</li> <li>• Personal sanitising</li> <li>• Use of facial coverings recommended for ECA officials as circumstances require.</li> <li>• Through the application of common sense and storing under the playing tables, hats, coats and bags of attendees are considered unlikely to give rise to issues of touch by others, with sufficient room space available.</li> </ul>		No.
<b>Being infected by the Coronavirus</b>	<b>Parents &amp; guardians in designated waiting areas.</b>  Risk from exposure to infected persons (who may be asymptomatic)		The Executive has taken measures to control the hazard including compliance with the Keeping Wanstead House Safe guidance issued by WHCA and satisfying the issued checklist for hirers, which are reinforced by the ECA conditions of entry. <ul style="list-style-type: none"> <li>• Those suffering from medical conditions and at greater vulnerability have been advised to undertake their own</li> </ul>		No

**Risk Assessment Form****Essex Chess Association**

Health, Safety and Welfare Management

			<p>evaluation of risk and seek medical advice where appropriate.</p> <ul style="list-style-type: none"> <li>• If someone is required to self-isolate or becomes unwell with a new, continuous cough or a high temperature, they will be directed to go home and follow the <a href="#">stay at home guidance</a>.</li> <li>• If someone displays flu type symptoms creating a risk of a greater viral load transmission through sneezing or coughing they will be directed to go home to recover.</li> <li>• Availability of free lateral flow tests for all adults</li> <li>• Covid-19 testing for school children</li> <li>• Use of facial coverings recommended</li> <li>• Social distancing according to use of facial coverings recommended</li> <li>• Avoidance of face to face situations without a barrier</li> <li>• Outside area available</li> </ul>		
<b>Being infected by the Coronavirus</b>	<p><b>Parents &amp; guardians in designated waiting areas.</b></p> <p>Risk from environmental exposure including aerosol (out of winter)</p>		<p>The Executive has taken measures to control the hazard including satisfying the checklist for hirers issued by WHCA which are reinforced by the ECA conditions of entry.</p> <ul style="list-style-type: none"> <li>• Fully ventilated waiting areas (no air-conditioning)</li> <li>• Use of facial coverings recommended</li> <li>• Social distancing according to use of facial coverings recommended</li> <li>• Outside area available</li> </ul>		No
<b>Being infected by the Coronavirus</b>	<p><b>Parents &amp; guardians in designated waiting areas.</b></p> <p>Risk from transmission from touching contaminated objects</p>		<p>The Executive has taken measures to control the hazard including satisfying the checklist for hirers issued by WHCA, which are reinforced by the ECA conditions of entry.</p> <ul style="list-style-type: none"> <li>• Sanitise on entry to waiting room</li> <li>• Sanitise on exit from waiting room</li> <li>• Personal sanitising</li> </ul>		No.

# Risk Assessment Form

# Essex Chess Association



Health, Safety and Welfare Management

			<ul style="list-style-type: none"> <li>• Use of facial coverings recommended as circumstances require.</li> <li>• Through the application of common sense and storing on or by chair, hats, coats and bags of attendees are considered unlikely to give rise to issues of touch by others, with sufficient room space available.</li> </ul>		
--	--	--	---	--	--

## Essex Chess Association – Rating Matrix

RISK RATING MATRIX		Impact				
		1. Very Low	2. Low	3. Moderate	4. High	5. Very High
Likelihood of Harm	5. Almost certain	5	10	15	20	25
	4. Likely	4	8	12	16	20
	3. Possible	3	6	9	12	15
	2. Unlikely	2	4	6	8	10
	1. Rare	1	2	3	4	5

Matrix to calculate the likelihood and impact should the hazard be realised.

Risk Rating	Possible Action to be Taken
LOW (<5)	<ul style="list-style-type: none"> <li>• ECA stewards/event organisers may accept risk</li> <li>• Manage by routine processes</li> <li>• Hazard to be reviewed and updated at least quarterly.</li> </ul>
MEDIUM (5-12)	<ul style="list-style-type: none"> <li>• Executive action required to control risk as soon as reasonably practicable</li> <li>• Monitor any action taken to ensure it has been effective in reducing the risk to an acceptable level according to degree of impact on attendees</li> <li>• Review arrangements for ventilation and room lay out on session by session basis.</li> <li>• Hazard to be reviewed and updated at least monthly to ensure risk level remains acceptable.</li> </ul>
HIGH (>12)	<ul style="list-style-type: none"> <li>• Immediate Executive action required to further control risk</li> <li>• Likelihood of need to cease club meetings</li> <li>• Notify insurers</li> <li>• Monitor any action taken to ensure it has been effective in reducing the risk to an acceptable level</li> <li>• Hazard to be reviewed and updated at least every month to ensure controls remain effective</li> </ul>