

Risk assessment

Bridge Club name: Busbridge Duplicate Bridge Club

Assessment carried out by: Mark Gibson

Date assessment was carried out: July 25th 2021

What are the hazards?	Who might be harmed and how?	What controls are required?	What further action do you need to take to control the risks?
<p>Transmission of Corona virus from player to player while attending bridge playing session:</p>			
<p>1 Through touching hard surfaces or equipment already touched by infected person.</p>			
<p>1.1 Venue Features: Door Knobs, light switches, etc.</p>	<p>Players, staff, visitors, volunteers acquiring virus by touching contaminated objects or surfaces.</p>	<ul style="list-style-type: none"> • Person responsible for opening/closing to wipe all door handles and light switches in the entrance hall, main hall, table storage and Bridge club storage with sanitiser before other members enter to ensure hard surfaces at the venue are as likely as possible to be virus free at start of session • Wipe tables and chairs as they are brought out of the storage area. Setting out of the tables to be done by organiser and designated helpers only • Tables to be spread as evenly as possible through the whole hall, not just at one end • Prop front door and inner door open until play starts, and again at the end of the evening, unless weather conditions make this unwise • Provide hand washing facilities or hand sanitiser for all people coming in to the club 	<p>The Hall has the capacity for eleven tables with 1 metre social distancing. We do not get this number, but may need to consider a pre-registration system for events such as Simultaneous competitions</p> <p>Update instructions for Organisers</p> <p>Director may have to announce rather more loudly, or move to the centre of the room, particularly at the start of a session when movement etc is being explained</p> <p>Ask members to wash or sanitise their hands on arrival</p>

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1.2 Venue Features: Catering Equipment	Player acquiring virus by touch.	<ul style="list-style-type: none"> • Players should be asked to bring and take away any drinks, drinking vessels and other refreshments for their own use 	Ensure that members are aware of procedures Kitchen will not be available for use initially
1.3 Cash Handling	Player acquiring virus by touch.	<ul style="list-style-type: none"> • No cash handling • Players pay for the session by prior bank transfer of table money or by cheque 	Ensure that members aware of procedures
1.4 Coats and Hats	Player acquiring virus by touching another player's contaminated clothing	<ul style="list-style-type: none"> • Outdoor clothing no longer to be brought into the playing room. Use coat pegs in entrance hall. As we enter summer this should not cause congestion or become a major problem • Clothing such as jumpers which may be necessary as conditions change in the playing hall can be carried with players, but not left on tables 	Ask members to socially distance when arriving and leaving
1.5 Toilets Toilets will be available during the session	Areas in toilets may be contaminated by one player and touched by another	<ul style="list-style-type: none"> • Place antiseptic hand wash in each toilet • Place antiseptic wipes in each toilet • Ensure disposable paper towels are available • Instruct players to wipe surfaces and then use handwash thoroughly after using toilet • Instruct players to maintain social distancing if queueing. 	Ensure that members aware of procedures

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1.6 Players bringing the virus into the club on their hands	Players may contaminate surfaces or equipment	<ul style="list-style-type: none"> • Clear signage confirming the symptoms of coronavirus and ask players not to attend if they are showing any symptoms Hall already has signage • Provide hand washing facilities or hand sanitiser for all people coming in to the club (Hall has already done this) 	<p>Regularly remind staff, volunteers and members not to attend if they are showing any symptoms</p> <p>Hall has already provided hand sanitiser at the entrance. Club to provide same on each table</p>
1.7 Bridge Club Equipment: Duplicate Boards and Playing Cards Preparation before Session	Player acquiring virus by touching contaminated cards or boards	<ul style="list-style-type: none"> • Wipe boards clean before duplication • Store cards for 72 hours before reuse • Prepare boards 72 hours before session 	Update instructions to those preparing the boards. They are usually prepared several weeks in advance anyway
1.8 Bridge Club Equipment: Bidding Boxes	Player acquiring virus by touch.	<ul style="list-style-type: none"> • Store bidding boxes for 72 hours prior to usage • Moving players must take their bidding boxes with them each time they move 	Ensure sufficient sets of bidding boxes to enable 72 hours “quarantine” of bidding boxes between sessions. Not a problem at present as Tuesday sessions will continue to be online
1.9 Bridge Club Equipment: Duplicate Boards and Playing Cards Use During Session	Player acquiring virus by touch.	<ul style="list-style-type: none"> • Players will touch the unique side of the board containing their cards but will try not touch any other part of it • North will handle the board by the North end to retrieve it and place it on the table and to return it after play 	Ensure players are aware
1.10 Bridge Club Equipment: Scoring Tablets	Player acquiring virus by touch.	<ul style="list-style-type: none"> • Bridgmates to be stored for 72 hours prior to usage • Instructing North only to enter scores, to show East / West for their agreement, and then to press “Yes” in their sight 	Ensure sufficient number of scoring tablets/bridgmates to allow for 72 hour storage prior to session
1.11 Bridge Club Equipment: Table Numbering Signs	Player acquiring virus by touch.	<ul style="list-style-type: none"> • Table numbering signs being wiped clean after every session with a sanitising wipe • Players instructed not to touch them 	Ensure Organisers and members are clear about procedures

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1.12 Bridge Club Equipment: Table covers	Player acquiring virus by touch.	<ul style="list-style-type: none"> Table covers to be stored for 72 hours prior to usage 	Ensure sufficient sets of table covers to enable 72 hours "quarantine" of them between sessions
1.13 Bridge Club Equipment: Scoring Laptop	Player acquiring virus by touch.	<ul style="list-style-type: none"> Laptop to be wiped clean after every use 	Provide sanitising wipes for electronic equipment
2 Through inhaling droplets breathed out by infected person.			
2.1 Players standing or walking without observing social distancing in the car park	Player acquiring virus by airborne droplet.	Ask players not to gather in large groups in the car park	Ask players to socially distance when arriving and leaving
2.2 Players clustering as they approach the annex.	Player acquiring virus by airborne droplet.	Ask that players respect social distancing as they enter the hall.	Check that adequate signage has already been put in place by the hall (done)
2.3 Players passing each other without distancing as they fill the tables.	Player acquiring virus by airborne droplet.	Ask that players respect social distancing as they find tables	
2.4 Players passing each other without distancing as they leave.	Player acquiring virus by airborne droplet.	Ask that players respect social distancing as they leave the hall	As tables tend to finish the final boards at different times, this is less of a problem than it could have been
2.5 Players breathing on each other at the table	Player acquiring virus by airborne droplet.	Disposable face masks for players to wear at the table	Remind members that they are welcome to wear masks at the table Make bins easily accessible for disposal when leaving
2.6 Players breathing on each other as they move at the start of each round	Player acquiring virus by airborne droplet.	Spread tables around the hall as much as possible Ask that players respect social distancing as they move for each round	