

Risk assessment template for Summer Meeting in Eastbourne (post 19/7/21)

Organisation name: English Bridge Union Assessment carried out by: Gordon Rainsford

Date of next review: Annual event Date assessment was carried out: 31/7/2021

| 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? | Who needs to carry out the action? | When is the action needed by? | Done |
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| Transmission of Corona virus from player to player while attending bridge playing session: | | | | | | |
| 1 Through touching hard surfaces or equipment already touched by infected person. | | | | | | |
| 1.1 Venue Features: Door Knobs, light switches, etc. | Players, staff, visitors, volunteers acquiring virus by touching contaminated objects or surfaces. | Things to consider: <ul style="list-style-type: none"> Venue to clean and disinfect objects and surfaces that are likely to be touched regularly. Propping doors open as far as possible. TDs to use sanitiser wipes on EBU equipment before each session Venue to provide hand washing facilities and hand sanitiser for all people coming in to the venue | Further things to think about: TDs to wipe equipment regularly with alcohol-based wipes. Asking players, visitors, staff and volunteers to wash or sanitise their hands on arrival and between rounds | TDs and venue staff | .Regularly | |

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| 1.2 Venue Features: Catering Equipment | Player acquiring virus by touch. | <ul style="list-style-type: none"> Catering to follow the established procedures of the venue to control risk Catering only on ground floor | Ensure that players are aware of procedures | | Announcements at start of sessions | |
| 1.3 Cash Handling | Player acquiring virus by touch. | <ul style="list-style-type: none"> Minimise cash handling. Players to be strongly encouraged to play by credit card or by bank transfer on My EBU | Ensure that players aware of procedures | | Before the start of the event | Has been included in info sent out to members |
| 1.4 Players' personal effects | Player acquiring virus by touching another player's contaminated possessions | Ask players to keep their possessions with them and not mix them with others'. | <p>Ask players to maintain distance when arriving, leaving and congregating in common areas, using notices and announcements.</p> <p>Consider a "marshal" (TD) to encourage social distancing</p> | TDs and venue staff | | |

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| <p>1.5 Toilets</p> <p>Toilets are available during the session</p> | <p>Areas in toilets may be contaminated by one player and touched by another</p> | <p>Consider the following:</p> <ul style="list-style-type: none"> • Placing antiseptic hand wash in each toilet • Placing antiseptic wipes in each toilet • Ensuring disposable paper towels are available • Asking players to wipe surfaces and use handwash thoroughly after using toilet • Ask players to maintain social distancing in queues | <p>Place signage that explains current hand washing guidance</p> | <p>Venue staff and TDs</p> | <p>Prior to the event</p> | |
| <p>1.6 Players bringing the virus into the venue on their hands</p> | <p>Players may contaminate surfaces or equipment</p> | <p>Consider the following:</p> <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 • Providing hand washing facilities or hand sanitiser for all people coming into the venue | <p>Regularly remind staff, volunteers and members not to attend if they are showing any symptoms</p> | <p>TDs and venue staff</p> | <p>Prior to the event and periodically</p> | |

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| <p>1.7 Bridge Equipment:</p> <p>Duplicate Boards and Playing Cards Preparation before Session</p> | <p>Player acquiring virus by touching contaminated cards or boards, although touch is now considered to be a lower risk than airborne transmission</p> | <ul style="list-style-type: none"> • Wiping boards clean before duplication • Storing cards for 72 hours before reuse if possible. • Using disposable gloves when dealing. • Wearing disposable gloves when storing and when distributing boards to tables. | <p>Ensure sufficient number of sets of boards and playing cards are available.</p> <p>Provide disposable gloves for TDs and dealer</p> | <p>EBU services</p> | <p>Before the event</p> | |
| <p>1.8 Bridge Equipment:</p> <p>Bidding Boxes</p> | <p>Player acquiring virus by touch.</p> | <p>Possible action you might take:</p> <ul style="list-style-type: none"> • Wearing disposable gloves when putting bidding boxes on tables. • Spare boxes provided so that East and West can take their bidding boxes with them each time they move if they wish. | <p>Ensure sufficient sets of bidding boxes.</p> | <p>EBU services</p> | <p>Before the event</p> | |

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| <p>1.9 Bridge Equipment:</p> <p>Duplicate Boards and Playing Cards</p> <p>Use During Session</p> | <p>Player acquiring virus by touch.</p> | <p>Consider something along the following lines:</p> <ul style="list-style-type: none"> • Only North to place each board on the table handling it by the North end. Each player withdraws, counts, sorts, plays and returns cards to the board, keeping the cards in their section of the table. | <p>Ensure players are aware.</p> <p>Consider signage to remind players of the systems in operation.</p> | | | |
| <p>1.10 Bridge Equipment:</p> <p>Bridgemates</p> | <p>Player acquiring virus by touch.</p> | <p>Consider the following:</p> <ul style="list-style-type: none"> • Disposable gloves being worn by TDs when putting Bridgemates on tables. • Instruct North only to enter scores, to show East / West for their agreement, and then to press "Yes" in their sight. • TDs to wipe Bridgemates with alcohol-based wipes between sessions | <p>Adjust instructions for Bridgemates in programme</p> | | | <p>Completed</p> |

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| <p>1.13 Bridge Equipment:</p> <p>Scoring Laptop</p> | <p>Player acquiring virus by touch.</p> | <p>Consider:</p> <ul style="list-style-type: none"> • Players told not to touch any laptops used for scoring. • Laptops to be wiped between users | <p>Consider providing sanitising wipes for electronic equipment.</p> | <p>TDs and EBU services</p> | | |
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| 2 Through inhaling droplets breathed out by infected person. | | | | | | |
| 2.1 Players crowding around notice boards | Player acquiring virus by airborne droplet. | Do not provide monitors with updating results for current events. Instead get players to use the website, Bridgemate app and Bridgemates to provide information about scores and assignments | Provide QR code to current event results and information | | | In Programme |
| 2.2 Players clustering as they approach the playing room, move between rounds and leave at the end of sessions. | Player acquiring virus by airborne droplet. | Arrange for players to queue if necessary, with appropriate social distancing | Consider appointing a “marshal” (TD) to encourage distancing | | | |
| 2.5 Players breathing on each other at the table | Player acquiring virus by airborne droplet. | Provide face masks for players to wear at the table if they wish, and information about higher-spec masks. | Face screens also to be on sale in the Bridge Warehouse. | | | |
| 2.6 Players breathing on each other as they move at the start of each round | Player acquiring virus by airborne droplet. | Players to only move when instructed and in an orderly fashion. | Remove rolling results screens which would encourage people to congregate. | | | |