

Shoreham Sailing Club support boats: COVID-19 Risk Assessments (V1)

On land

Person	Task	Risk	Action
Duty committee member	<ul style="list-style-type: none"> Access and share radios Sign-on sheet Open containers 	<ul style="list-style-type: none"> Contamination of surfaces Confined space 	<ul style="list-style-type: none"> Use wipes Wash hands One person in office
Race officer	<ul style="list-style-type: none"> Sign-on Communicate course 	<ul style="list-style-type: none"> Cross-contamination Miscommunication 	<ul style="list-style-type: none"> Online booking to inform numbers and those intending to race, and create checklist (sign-on) for RO Verbally communicate course and race format
Race officer, Assistant RO and Support boat helm (and crew)	<ul style="list-style-type: none"> Buoys Anchors Fuel 	<ul style="list-style-type: none"> Contamination of surfaces Confined space Unwieldy buoys for one person 	<ul style="list-style-type: none"> Wash hands One person in container Use small buoys Load buoys and fuel on boats at club
	<ul style="list-style-type: none"> Support boat set-up 	<ul style="list-style-type: none"> Contamination of surfaces 	<ul style="list-style-type: none"> No contamination after 72 hours Previously washed and wiped down
Race officer, Assistant RO and Support boat helm (and crew) and participants	<ul style="list-style-type: none"> Support boat launch 	<ul style="list-style-type: none"> Contamination of surfaces Social distancing 	<ul style="list-style-type: none"> One person on each side Four people on rope One person to release from trolley Trolley moved to North of slipway
	<ul style="list-style-type: none"> Support boat recovery 	<ul style="list-style-type: none"> Contamination of surfaces Social distancing 	<ul style="list-style-type: none"> One person to attach to trolley One person on each side Four people on rope Use winch if necessary
Race officer, Assistant RO and Support boat helm (and crew)	<ul style="list-style-type: none"> Support boat pack-up 	<ul style="list-style-type: none"> Contamination of surfaces Confined space 	<ul style="list-style-type: none"> One person in container Report any problems with boats to the bosun – verbally or by email

			<ul style="list-style-type: none"> • Wash the boat with the spray bottles and leave to dry outside • Wipe down <ul style="list-style-type: none"> ○ Grab handles ○ Wheel ○ Throttle ○ Seat ○ Keys and killcord
Race officer	<ul style="list-style-type: none"> • Return radios • Input results 	<ul style="list-style-type: none"> • Contamination of surfaces • Confined space 	<ul style="list-style-type: none"> • Use wipes • Wash hands • One person in office
Duty committee member	<ul style="list-style-type: none"> • Lock containers, taps, cupboard and key press 	<ul style="list-style-type: none"> • Contamination of surfaces 	<ul style="list-style-type: none"> • Use wipes • Wash hands

On water

Person	Task	Risk	Action
Race officer	<ul style="list-style-type: none"> • Race management • Lay course 	<ul style="list-style-type: none"> • Safety of participants • Limit close contact 	<ul style="list-style-type: none"> • Risk assessment • Run racing in less wind than normal • Make start-line longer than normal • Keep a register of boats on water
Support boat	<ul style="list-style-type: none"> • Support participants • Rescue only when absolutely necessary • Tow participants 	<ul style="list-style-type: none"> • Contamination of surfaces • Cross-contamination from/to participants 	<ul style="list-style-type: none"> • Avoid contact at all times • Assist capsized boats by raising mast or holding bow • Allow boats to tie on to make repairs • Only tow boats behind (not alongside)