

## Re-Opening Shoreham Sailing Club: Coronavirus COVID-19 Risk Assessments (V5)

A phased reopening plan only when appropriate, safe and following government and Shoreham Port guidance.

### Overview

Phase 0 – No sporting activity in UK, no sailing clubs open.

Phase 1 – Community sports clubs re-start activities, social distancing restrictions in place.

Phase 2 – Small groups and gatherings with social distancing restrictions in place.

Phase 3 – Hospitality opening but with social distancing restrictions still in place

Phase 4 – Gyms opening but with social distancing restrictions still in place

Phase 5 – Return to normal with open meetings and social events.

### Summary Phase 0-3

| Internal  | Phase 0                     | Phase 1  | Phase 2   | Phase 3  | Phase 4   | Phase 5  |
|---|-----------------------------|--|---|--|---|--|
| When is this anticipated?                           | Pre-17 May 2020             | Pre-6 June 2020  | In line with Government advice and Shoreham Port                          | In line with Government advice and Shoreham Port                           | In line with Government advice and Shoreham Port                    | In line with Government advice and Shoreham Port             |
| Club grounds  | YES                         | YES  | YES   | YES  | YES   | YES  |
| General Sailing                                     | NO                          | YES  | YES   | YES  | YES   | YES  |
| Clubhouse   | NO                          | NO   | TOILETS ONLY  | TOILETS ONLY   | YES   | YES  |
| Club Racing   | NO                          | NO   | NO  | MAYBE  | YES   | YES  |
| Galley and Bar                                      | NO                          | NO   | NO  | MAYBE  | YES   | YES  |
| Improvers   | NO                          | NO   | NO  | NO   | YES   | YES  |
| Open Meetings                                       | NO                          | NO   | NO  | NO   | NO  | YES  |
| EXTERNAL<br>What does the rest of the UK look like? | No sporting activity in UK. | Community sports clubs re-start activities, social distancing restrictions in place. | Small groups and gatherings with social distancing restrictions in place. | Hospitality opening but with social distancing restrictions still in place | Gyms opening but with social distancing restrictions still in place | Return to normal with large open meetings and social events. |

## Phase 0

| Activities permitted | Who is at risk? | Control measures in place                                | Actions   |
|----------------------|-----------------|--|---|
| Club grounds         | Members         | Members have access to site to check and maintain boats. | Inform membership through; <ul style="list-style-type: none"> <li>• email</li> <li>• website</li> <li>• social media</li> </ul> |

## Phase 1 – Sunday 17 May

| Activities permitted | Who is at risk? | Control measures in place                 | Actions   |
|----------------------|-----------------|---|---|
| Club grounds         | Members         | As for Phase 0                            |   |
| General sailing      | Members         | Only available for members of Shoreham SC | <ul style="list-style-type: none"> <li>• Inform membership (as for Phase 0)</li> <li>• Publish clear guidance on General sailing</li> <li>• Publish Covid-19 advice – phase 1</li> <li>• Clear signage of restrictions at club</li> <li>• Turn water back on</li> <li>• Create tie-down loops on slipway</li> <li>• Jetwash and remove stones from slipway</li> </ul> |

## Phase 2 – Saturday 6 June

| Activities permitted | Who is at risk? | Control measures in place   | Actions   |
|----------------------|-----------------|---|---|
| Club grounds         | Members         | <ul style="list-style-type: none"> <li>• As for Phase 0</li> </ul>  |   |
| General sailing      | Members         | <ul style="list-style-type: none"> <li>• Only available to members of Shoreham SC</li> <li>• Keep in context club capacity when assessing number of 'gatherings'</li> </ul> | <ul style="list-style-type: none"> <li>• Inform membership (as for Phase 0)</li> <li>• Publish Covid-19 advice – phase 2</li> <li>• Reinstate Whatsapp group and encourage buddy sailing</li> </ul> |

|                          |                      |  |  |
|--------------------------|----------------------|--|--|
|                          |                      |  | <ul style="list-style-type: none"> <li>• Share info on self-organised training</li> <li>• Revise signage of restrictions at club</li> <li>• Jetwash slipway</li> </ul>       |
| Clubhouse (toilets only) | Members and cleaners | Only access to toilets and wash basins | <ul style="list-style-type: none"> <li>• Reinstate limited cleaning programme</li> <li>• Provide hand sanitiser in toilets</li> <li>• Revise signage on clubhouse</li> </ul> |

### Phase 3 – Saturday 4 July

| Activities permitted                | Who is at risk?                             | Control measures in place   | Actions  |
|-------------------------------------|---|---|--|
| Club grounds                        | Members                                     | <ul style="list-style-type: none"> <li>• As for Phase 0</li> </ul>  |  |
| General sailing                     | Members                                     | <ul style="list-style-type: none"> <li>• As for Phase 2</li> </ul>  | <ul style="list-style-type: none"> <li>• Inform membership (as for Phase 0)</li> <li>• Publish Covid-19 advice – phase 3</li> </ul>  |
| Clubhouse                           | Members                                     | <ul style="list-style-type: none"> <li>• Access to toilets and wash basins</li> <li>• Only race officials and galley personnel upstairs in clubhouse</li> <li>• Only one person in the galley, office or containers at any time (unless from the same household)</li> </ul>   | <ul style="list-style-type: none"> <li>• Provide additional cleaning materials for garage, containers and key-pads</li> <li>• Reinstate full cleaning programme</li> </ul>   |
| Club racing – from Saturday 11 July | Race officer, support-boat crew and members | <ul style="list-style-type: none"> <li>• Duties are voluntary and follow social distancing restrictions</li> <li>• No volunteers = no racing</li> <li>• Race around high tides to alleviate number of people manoeuvring support boats (not every weekend)</li> <li>• Only race in favourable conditions</li> <li>• Use booking system to control numbers</li> <li>• Windward leeward courses using small buoys unless using fixed buoys</li> </ul> | <ul style="list-style-type: none"> <li>• Race officer to access office for radios</li> <li>• <b>Set up online booking system</b></li> <li>• Publish racing schedule around tides</li> <li>• Amend Dutyman as appropriate</li> <li>• <b>Publish temporary SI's if needed</b></li> </ul> |

|  |                                  |  |  |
|--|----------------------------------|--|--|
|  |                                  | <ul style="list-style-type: none"> <li>Race format designed to alleviate congestion in dinghy park, on slipway and in the Port</li> </ul>  |  |
|  |                                  | <p>Support boats</p> <ul style="list-style-type: none"> <li>Support boats for running racing and patrolling, not for safety purposes</li> <li>Two people in support boat to run race</li> <li>One person in second support boat</li> <li>Follow support boat plan</li> </ul> | <ul style="list-style-type: none"> <li>Mark 1m distances on ropes for pulling safety boats</li> <li><b>Make sure winch is working</b></li> <li>If racing consecutive days consider leaving boat on mooring overnight</li> <li>Clean support boats being used within 72 hours</li> <li>Publish support boat plan</li> </ul> |
| Galley and bar – from Saturday 11 July | Members and galley/bar personnel | <ul style="list-style-type: none"> <li>One person in galley or bar</li> <li>Food and drinks sold from table near balcony door</li> <li>Pre-order food before sailing</li> </ul>  | <ul style="list-style-type: none"> <li><b>Explore contactless payment</b></li> <li>Set up table for orders and collection</li> </ul>   |

**Phase 4 – date to be confirmed – below is a draft**

| Activities permitted                          | Who is at risk?                             | Control measures in place   | Actions  |
|---|---|---|--|
| Club grounds                                  | Members                                     | <ul style="list-style-type: none"> <li>As for Phase 0</li> </ul>  |  |
| General sailing                               | Members                                     | <ul style="list-style-type: none"> <li>As for Phase 2</li> </ul>  |  |
| Clubhouse (Subject to current restrictions)   | Members                                     | <ul style="list-style-type: none"> <li>Access to changing rooms, toilets and wash basins</li> <li>Access up internal stairs and down through balcony doors</li> <li>Limit numbers in men's showers</li> </ul> | <ul style="list-style-type: none"> <li>Inform membership (as for Phase 0)</li> <li>Publish Covid-19 advice – phase 4</li> <li>Mark out 1m areas in changing rooms</li> <li>Revise signage of restrictions at club</li> </ul> |
| Club racing (Subject to current restrictions) | Race officer, support-boat crew and members | <ul style="list-style-type: none"> <li>As for Phase 3</li> </ul>  | <ul style="list-style-type: none"> <li>As for Phase 3</li> </ul>   |

|   |                                |  |   |
|---|--------------------------------|--|---|
| Galley and bar                              | Race officer, crew and members | <ul style="list-style-type: none"> <li>As for Phase 3</li> </ul>   | <ul style="list-style-type: none"> <li>As for Phase 3</li> </ul>  |
| Improvers (Subject to current restrictions) | Support-boat crews and members | <ul style="list-style-type: none"> <li>SSC members only</li> <li>Follow support boat plan</li> <li>No volunteers – no session</li> </ul> | <ul style="list-style-type: none"> <li>Club boats to be used by one household</li> <li>Allocate one person to get equipment from container</li> <li>All club boats to be cleaned after use</li> </ul> |

**Phase 5 – date to be confirmed – below is a draft**

| Activities permitted | Who is at risk?  | Control measures in place | Actions |
|----------------------|--|---------------------------|---------|
| Club grounds         | Members and visitors   |                           |         |
| General sailing      | Members and visitors   |                           |         |
| Clubhouse            | Members and visitors   |                           |         |
| Club racing          | Race officers, safety-boat crew and members                                  |                           |         |
| Galley and bar       | Race officers, safety-boat crew and members                                  |                           |         |
| Improver sessions    | Safety-boat crews and members  |                           |         |
| Open meetings        | Members, visitors, race officers, safety boat crews and galley/bar personnel |                           |         |

**Other operations and factors:**

| Concern | Risk to | Outcome | Action |
|---------|---------|---------|--------|
|---------|---------|---------|--------|

|  |   |   |   |
|--|---|---|---|
| Approval from Shoreham Port                              | <ul style="list-style-type: none"> <li>• Reputation</li> <li>• Relationship with Port</li> </ul>                | <ul style="list-style-type: none"> <li>• Ongoing dialogue with Port</li> <li>• Clear communication with membership</li> </ul>   | <ul style="list-style-type: none"> <li>• Provide risk assessment for Port</li> <li>• Regular contact with Harbour Master</li> <li>• Inform membership of guidance</li> </ul>  |
| Launch and recovery of dinghies                          | <ul style="list-style-type: none"> <li>• Members</li> <li>• Dinghies</li> </ul>                                 | <ul style="list-style-type: none"> <li>• Unsafe launching and recovery</li> <li>• Damage to dinghies and members</li> </ul>   | <ul style="list-style-type: none"> <li>• Tie down lines on slipway</li> <li>• Encourage buddy sailing (within social distancing restrictions)</li> </ul>  |
| No safety cover for general sailing under Phases 1 and 2 | <ul style="list-style-type: none"> <li>• Members</li> <li>• Emergency services</li> <li>• Reputation</li> </ul> | <ul style="list-style-type: none"> <li>• Potential injury and damage to dinghies</li> <li>• Putting pressure on Emergency services</li> <li>• Public perception would be bad</li> </ul> | <ul style="list-style-type: none"> <li>• Publish guidance for members</li> <li>• Encourage personal risk assessments</li> <li>• Communicate with community groups</li> </ul>  |
| No volunteers for support/safety boats                   | <ul style="list-style-type: none"> <li>• Club racing</li> <li>• Safety</li> </ul>                               | <ul style="list-style-type: none"> <li>• No club racing or improver sessions</li> <li>• No safety cover</li> <li>• Putting pressure on emergency services</li> </ul>                    | <ul style="list-style-type: none"> <li>• Encourage households to do duties</li> <li>• Consider allowing support boats to be manned by one person</li> <li>• Mandatory duties once restrictions lifted in Phase 4</li> </ul> |
| Access to lawnmower                                      | <ul style="list-style-type: none"> <li>• Members</li> </ul>   | The grounds become overgrown  | <ul style="list-style-type: none"> <li>• Access to container for members limited to one person</li> <li>• Cleaning materials for wiping down the lawnmower</li> </ul>   |
| Access to jetwasher                                      | <ul style="list-style-type: none"> <li>• Members</li> </ul>   | The slipway becomes unusable  | <ul style="list-style-type: none"> <li>• Access to garage for members limited to one person</li> <li>• Cleaning materials for wiping down the lawnmower</li> </ul>  |