

# COVID-19 Risk Assessment for JAWS WATERSPORTS



Date completed: 20/06/2020  
 Date updated: 5/08/2020  
 Date updated: 03/05/2021

A risk assessment involves taking a critical look at all the factors that might contribute to the spread of Covid in our activities

Risk / Hazard	Likelihood (high, medium, low)	Who might be harmed	What steps can be taken to reduce risk / controls	What further action is needed to control the risk	When will it be actioned?
Getting or spreading coronavirus by not washing hands or not washing them adequately	Low	Instructors/ Employees/ Clients	Provide water, soap & drying facilities in bathroom  Provide hand sanitizer in all public areas, including the beach.	Display signs in public areas reminding to wash hands or use sanitizer, including the beach.	July 2020 – ongoing
Getting or spreading coronavirus in common use high traffic areas (shop, toilet facilities, changing rooms)	Medium	Instructors/ Employees/ Clients	Limiting the number of people in the Jaws Shop so that social distancing rules can be met (household bubbles, etc)  Reorganise facilities in the Jaws Shop to prevent people gathering.  Add Perspex barrier in the Jaws shop between employee and customer areas to reduce contact.  A cleaning schedule will be implemented throughout the shop, ensuring that	Additional signs within workplace to advise on limited numbers within specific rooms.  Additional signs within workplace to remind the use of face coverings indoors  Training of staff regarding cleaning regime.  Updating of client correspondence to inform clients of the limits of room occupancy, and updated processes etc	July 2020 – ongoing

			<p>worksurfaces, door handles, taps etc. are all thoroughly cleaned with an antibacterial cleaning substance.</p> <p>Regular cleansing of surfaces, in reception area and bathroom facilities</p> <p>Face coverings to be worn indoors at all times</p>		
Getting or spreading coronavirus through contact with infected persons.	high	Instructors/ Employees / Clients	<p>Employees will be told to self-isolate for 14 days should they find they have a new, persistent cough and/or a high temperature.</p> <p>Should employees disclose that personnel living with them are self-isolating, they should be encouraged to do the same for 14 days as per Government guidance.</p> <p>Clients told not to attend if they have suspected or confirmed COVID-19 symptoms or cases.</p> <p>Client refund policy in place for bookings affected by COVID-19 related illness.</p> <p>All bookings to be made online or contactless.</p> <p>Contact details held of all customers</p>	<p>Regular COVID-19 tests</p> <p>HSE posters – face coverings</p> <p>Continually review lesson plans</p>	July 2020 – ongoing

			<p>along with daily attendees</p> <p>Face coverings to be worn when indoors.</p> <p>Staggered client arrival times where possible, to avoid congestion.</p> <p>Lesson plans to be continually reviewed to ensure social distance is maintained on beach and in ocean where possible, unless in an emergency situation.</p>		
Poor workplace ventilation leading to risks of coronavirus spreading.	Medium	Instructors/ Employees/ clients	<p>Leave main doors and windows always open, to allow ventilation.</p> <p>Ensure all briefings take place outside.</p>		July 2020 – ongoing
Getting or spreading coronavirus through contact with infected equipment.	Low Medium	Instructors/ Employees/ clients	<p>Any equipment used or hired out such as surfboards, wetsuit accessories, bouyancy aids etc. will be sprayed with anti-bacterial / Milton solution.</p> <p>Wetsuits will be soaked and washed in Milton. The wash time will be increased to 15 minutes.</p>	Ensure a consistent supply of disinfectant / sterilisation fluid	July 2020 – ongoing

Social distancing between staff and instructor during lessons	Low	Instructors/ Clients	<p>Staff will keep a 2m distance with the customer at all times, unless in an emergency situation.</p> <p>Staff will adjust teaching methods to constantly maintain a safe distance between staff and customers.</p> <p>E.g. Surf lesson - instructor will make sure customer is always in safest conditions to minimise any chance of drifting and make sure boards are kept 2m apart when on land.</p> <p>SUP and Kayaking lesson - If the customer needs help, the instructor can remedy this by hooking up a tow line and pulling the customer to safety.</p>		July 2020 – ongoing
Handling of cash	Low	Employees/ Clients	<p>Encouraged to used online booking system</p> <p>Encouraged to use contactless payments</p> <p>Staff in the shop will use gloves / sanitise hands after the handling of cash</p>		July 2020 – ongoing



# Covid-19 Operating Procedures for JAWS WATERSPORTS

Created – 28/06/2020

Updated – 03/05/2021

1. **Stagger Customer Arrival** - Customers will be asked to arrive at different times throughout the day. This will ensure that the running of sessions will remain as clean as possible and prevent people from breaking the 2 metre social distance rule.
2. **Face coverings** – As per Government guidance, face coverings must be worn by the customer when entering the Jaws shop. You will not be required to wear a face covering if you are outside, or during the surf/kayak/SUP lesson
3. **Risk Assessment** – A Covid-19 risk assessment has been completed and continually updated.
4. **Ask Customers to be Prepared** - We will ask all customers to think about their booked activity and arrive appropriately dressed for the session. This will limit the usage of changing rooms and toilets – helping to prevent the spread.
5. **Increased Wetsuit Wash** -All of our wetsuits are now being soaked in either Dettol or Milton sterilizing fluid to ensure they are thoroughly cleaned. These have both been medically proven to kill COVID-19. In addition to this, we have increased the soak time of our wetsuits up to 15 minutes for a longer wash.
6. **All Equipment Sterilised** - Any other equipment used or hired out such as surfboards, wetsuit accessories, buoyancy aids etc. will also be properly cleaned and sterilized before they can be used again.
7. **Rotate Kit Use** - We have enough kit in stock that we can stagger how often it's used. This ensures that there is enough time between session bookings - allowing them to be fully cleaned and fresh for use.
8. **Be Aware of Customer Skill** - As mentioned before, we will make sure your level of experience matches the conditions of the water. This will limit the need for instructor interference and will maintain a safe social distance.
9. **Social Distancing** - For all of our Surfing, SUP, and kayaking lessons, we have adjusted our teaching methods to constantly maintain a safe distance between staff and customers. For instance, if you find yourself needing a hand while you're on a SUP board – we can remedy this by hooking up a tow line and pulling you to safety. If you are on a bodyboard or surf lesson, we will make sure you are always in the safest conditions to minimise any chance of drifting.
10. **Client Details** - These will be kept for Contact Tracing purposes in line with all current Government guidance and data collection.
11. **Adapted Coaching Style and Lesson Plans** - As we cannot be so hands on during this time we have adapted our coaching methods to suit this need.
12. **PPE For Staff When Required.**
13. **Equipment.** We ask that customers bring their own equipment where possible, we understand this is not always possible, so we have as mentioned above, a range of our equipment is always sterilised and ready for public use.

### **Before your Surf Lesson:**

- All surf lessons must be booked online and paid for in advance via the online booking system.
- Kayak, Kids Club and SUP lessons will continued to be booked via phone/email – 0861735109.
- All participants must complete an activity participation form prior to the lesson. This will be emailed to you upon booking. Any non-Covid related medical issues must be advised via email.
- If you or a member of your household show any symptoms of Covid-19, you must not take part in surf lessons or visit the surf school. Any cancellations due to this will be rescheduled or refunded. Communication regarding this must take place via email or phone
- Any staff members showing symptoms of Covid-19, will not attend the surf school.

### **On Arrival at The Surf School**

- You may enter the surf school to “check in” and our staff will remain 2 metres away from you.
- If you have your own wetsuit and do not need anything from the shop, you can meet your instructor directly at the beach.
- You will be required to wear a Face Covering when inside the Jaws shop. This is not applicable when outside and on the beach / in the water.
- All contactable surfaces in the surf school will be sterilized before and after each client visit.
- You will be issued a clean, dry, sterilised wetsuit. Please change into your wetsuit at your car/down at the beach and meet your instructor in your wetsuit.
- You will be issued a clean, disinfected surfboard outside.

### **During The Surf Lesson:**

- All safety briefings, surf theory & demonstration will be performed outside.
- Please maintain a safe distance between yourself and other beach users, including the instructor and those participating in the surf lesson, both on the beach and in the ocean.
- We will maintain a safe distance between the instructor and yourself, both on the beach and in the ocean.

### **After The Surf Lesson**

- The equipment used will be thoroughly cleaned, disinfected and dried after use. Equipment will be rotated between use.
- The surf school will be thoroughly cleaned daily after all clients have left the premises.

It's been proven that being outdoors dramatically reduces the risk of infection, therefore we are confident that by all participants staying alert, not staying close to each other for a prolonged period of time and by using common sense, and following the guidelines provided that any risks are absolutely minimised.

Obviously if you do have concerns, then please don't hesitate to contact us to discuss these.

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**Donald Craig**

**Date: 03/05/2021**