

## Elphin Sports Centre COVID-19 Risk Register

**Location:** Elphin Sports Centre, Racecourse Crescent Launceston

**Date:** 11 August 2020

In managing these risks identified, we aim to either eliminate the risk first, as far as is reasonably practicable or by identifying risks and having procedures in place, we will endeavour to minimise the risks as far as is reasonably practicable.

This risk assessment will be reviewed on a regular basis to ensure our control measures are still effective or if risk levels change.

Hazard	What is the harm that the hazard could cause?	What is the likelihood that the harm would occur?	What is the level of risk?	What controls are currently in place?	Are further controls required?	Actioned by	Date Due	Date Complete	Maintenance and review
COVID-19 from patrons who are infected	Staff or other patrons catching COVID-19 (could result in serious illness or death).	Low, there have been few cases locally.	Moderate, while there are only a few local cases the consequences may be severe.	<p>Cleaning and disinfecting in accordance with guidance from Safe Work Australia and public health authority.</p> <p>Frequently touched surfaces including counters, handrails, doors, till, phones, keyboards and EFTPOS facilities are regularly cleaned.</p> <p>Sports equipment is wiped clean with surface cleaner or sanister after each use</p> <p>Signage instructing workers and patrons to maintain 1.5m physical distancing, along with maximum space occupancy on entry doors to halls.</p> <p>Signage/markings on seats to instruct where the 1.5m spacing is.</p> <p>Alcohol based hand sanitiser is provided at entries/exits, offices, and throughout the venue (out of reach of children) where required.</p> <p>Posters on hand washing are prominent throughout the facility and hand washing facilities are available in the bathrooms.</p>	<p>Sport specific controls to be handled by the respective sporting associations/hirers, including association COVID-19 Plans.</p> <p>Ensuring there is a safety officer/s present during all operational periods to ensure protocols are followed.</p> <p>Attendance register to be maintained of all patrons visiting the venue.</p> <p>Following the AIS guidelines of "Get in, Get out".</p>	Elphin Sports Centre Staff & Sporting Associations/Hirers	On Going	On Going	Weekly

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COVID-19 from staff who are infected	Other staff or patrons catching COVID-19 (could result in serious illness or death).	Low, there have been few cases locally.	Moderate, while there are only a few local cases the consequences may be severe.	<p>Cleaning and disinfecting is done in accordance with guidance from Safe Work Australia and Health authorities</p> <p>Frequently touched surfaces including counters, handrails, doors, till, phones, keyboards and EFTPOS facilities have all been identified for regular cleaning.</p> <p>Staff have been briefed on symptoms of COVID-19 and have been told to stay home if they aren't feeling well.</p> <p>If a staff member becomes unwell at work, a process is in place to isolate them and arrange for them to be sent home to receive medical attention.</p> <p>Soap and water for hand washing and paper towel for hand drying is available in bathrooms, kiosk, mezzanine, first aid room, and changerooms with instructional signs on hand washing.</p> <p>Alcohol based hand sanitiser is also available throughout the facility and signs are displayed on appropriate use.</p>	Nil.	Lyn Townsend	On Going	On Going	Weekly
Patron aggression	Physical or psychological injury to staff.	Low, as patrons may not be accepting of required changes to operation.	Low	<p>Staff numbers reflect patron management and cleaning and sanitary requirements</p> <p>Processes are in place to ban abusive and violent customers from the venue or call police.</p>	<p>Hire additional staff to manage demand.</p> <p>Messages posted on the business website about changes to operation due to COVID-19 requirements</p> <p>Clear signage in venue.</p>	Ben Tyeson	26/06/2020	26/06/2020	Review if any further occurrences are reported
Persistent use of hand sanitiser	Dermatitis	Moderate, many staff will not have used hand sanitiser regularly before	Moderate, effected individuals may have a significant reaction	Staff are encouraged to wash hands with soap and water for 20 secs where possible as an alternative to hand sanitiser in non-medical situations	Ask staff if they have a history of dermatitis or allergy to alcohol	Lyn Townsend	26/06/2020	26/06/2020	

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Persistent use of latex gloves	New or aggravated latex sensitivity	Low, most gloves will not be latex-based	Moderate, effected individuals may have a significant reaction	Staff are provided with non-latex gloves or remove gloves when not necessary.	Ensure latex free gloves are purchased.	Lyn Townsend	26/06/2020	26/06/2020	
Ingesting of hand sanitiser	Poison or illness from ingesting hand sanitiser.	Moderate	High, ingesting of hand sanitiser can cause serious illness.	Signage posted on correct use of hand sanitiser. Poisons hotline number posted next to hand sanitiser in case it is needed. Hand sanitiser placed high enough so children cannot accidently reach and ingest it.	Nil	Ben Tyeson	26/06/2020	26/06/2020	Review if any occurrence is reported.
Risk of injury due to undertaking unfamiliar tasks.	Physical or mental injury	Low, due to correct training being implemented	Moderate, as some cleaning chemicals can cause serious health issues.	Training provided regarding correct safety procedures for the cleaning chemicals and other required tasks. Gloves provided for staff and other volunteers Safety Data Sheets accompany all chemicals. Information regarding mental health support is available for all staff and volunteers.	Nil	Lyn Townsend	26/06/2020	26/06/2020	Review if any occurrence of injury occurs