

# EASTBOURNE SOVEREIGN SAILING CLUB

## RS AERO OPEN 2020 ARRIVAL



### RISK ASSESSMENT AND METHOD STATEMENT FOR COVID SAFE EVENT

Duration/Working Hours	27th August 2020 - 31st August 2020
Main Point of Contact	Rear Commodore - Andrew Hunt - 07715 922 957
Emergency Contact	Rear Commodore - Andrew Hunt - 07715 922 957
Number of Club member Helpers	29
Number of Attendees	120 in 4 groups of 30
First Aider Required	ESSC will provide first aider
Facilities	Provided by ESSC
Emergency Procedures	Rear Commodore - Andrew Hunt - 07715 922 957
Accident Reporting Procedure	Rear Commodore - Andrew Hunt - 07715 922 957
Personal Protection Equipment	Refer to risk assessment
Event Area	ESSC Premises and associated beach front
General	<b>ALL ESSC MEMBERS ORGANISING AND HELPING AT THE EVENT WILL CARRY OUT ALL TASKS SAFELY WHILST BEING COVID SECURE AND FOLLOWING GOVERNMENT GUIDELINES. ALL ATTENDEES ARE TO CONFIRM THE ACCEPTANCE OF ESSC RULES AND RISK ASSESSMENTS.</b>

By using the 5 x 5 matrix below Eastbourne Sovereign Sailing Club assesses all the hazards and risks involved in the required task. We allocate each task a consequence ranking and a likelihood ranking, from those two scores we calculate the level of risk that the task carries to our staff and any others that may be affected by our actions. From this risk level we compile a risk control form which accompanies our risk assessments clearly showing how we intend to manage the risks involved, some further control measures which potentially could be implied may result in the risk level being reduced even further. Our team are trained and are competent at identifying any further hazards and risks that may arise while they are on site.

5	10	15	20	25
4	8	12	16	20
3	6	9	12	15
2	4	6	8	10
1	2	3	4	5

17-25 Unacceptable, stop the activity and make immediate improvement

10-16 tolerable, look to improve within specified time-scale

5-9 Adequate, look to improve if possible

1-4 Acceptable, no further action but ensure controls are maintained

#### CONSEQUENCE RANKING

- 1) Insignificant, no injury
- 2) Minor, minor injuries requiring first aid
- 3) Moderate, up to 3 days absence
- 4) Major, over 3 day absence
- 5) Catastrophic, death / disablement

#### LIKELIHOOD RANKING

- 1) Very unlikely, 1 in a million chance
- 2) Unlikely, 1 in 100,000 chance
- 3) Fairly likely, 1 in 10,000 chance
- 4) likely, 1 in 1000 chance
- 5) Very likely, 1 in 100 chance

**ARRIVAL RISK ASSESSMENT FORM:**

HAZARD/ HAZARDOUS EVENT	EXPECTED CONSEQUENCE	PEOPLE AFFECTED	ASSESSMENT OF RISK			ACCEPTANCE OF RISK LEVEL	ARE CONTROLS REQUIRED
			LIKELIHOOD LEVEL	CONSEQUENCE LEVEL	RISK LEVEL		
Arrival at ESSC	Contact with person who is infected with Covid 19	Organiser, Participant and General Public	4	5	20	Unacceptable	Yes
Signing On	Contact with person who is infected with Covid 19	Organiser, Participant and General Public	4	5	20	Unacceptable	Yes
Confirming and Paying for Dinner Menu Choices	Contact with person who is infected with Covid 19	Organiser, and Participant	4	5	20	Unacceptable	Yes
Unloading Aero	Contact with person who is infected with Covid 19	Organiser, Participant and General Public	4	5	20	Unacceptable	Yes
Moving Aero to Beach	Contact with person who is infected with Covid 19	Organiser, Participant and General Public	4	5	20	Unacceptable	Yes
Rigging Aero	Contact with person who is infected with Covid 19	Organiser, Participant and General Public	4	5	20	Unacceptable	Yes
Using on Site Bosun's Locker	Contact with person who is infected with Covid 19	Organiser, and Participant	4	5	20	Unacceptable	Yes
Moving from beach to club	Contact with person who is infected with Covid 19	Organiser, Participant and General Public	4	5	20	Unacceptable	Yes

## ARRIVAL RISK CONTROL FORM

RISK ARISING FROM	EXISTING RISK LEVEL	CONTROL MEASURES	ADDITIONAL CONTROL MEASURES	RESIDUAL RISK LEVEL
Arrival at ESSC	20	ESSC will have a car park marshall in place from 10.00am on the 27th Aug to direct attendees to parking spaces and signing on desk. No boats to be unloaded prior to registration.	Social distancing maintained and method statement followed	4
Signing On	20	Crew to register at signing on area their arrival and immediate groups acceptance of Covid safe site requirements.	Social distancing maintained, face covering worn whilst queuing and signing on. Method statement followed	4
Confirming and Paying for Evening Menu Choices	20	Crew to confirm and pay via card for evening meal choices.	Social distancing maintained and method statement followed	4
Unloading Aero	20	Aero to be unloaded and immediately moved to beach berth	Social distancing maintained and method statement followed	4
Moving Aero to Beach	20	Stay on the left-hand side of the promenade. Under no conditions are boats to be left unattended or rigged on the promenade	Social distancing maintained and method statement followed	4
Rigging Aero	20	Boats can only be rigged in your allocated beach berth. Be aware of other competitors rigging boats. Rig from one side of the boat where possible.	Social distancing maintained and method statement followed	4
Using On Site Bosun's Locker	20	Access to the bosun's locker is restricted to one competitor at a time. Whilst in the bosun's locker the competitor must wear a face mask.	Social distancing maintained and method statement followed	4
Moving from beach to club	20	Stay to the left of the promenade when moving from beach to club	Social distancing maintained and method statement followed	4

## ARRIVAL METHOD STATEMENT

	EXPECTED CONSEQUENCE	PEOPLE AFFECTED	ARE CONTROLS REQUIRED
1	Arrival at ESSC	Competitor will be met by car park marshall, who will indicate where the car can be parked and given a car park pass. They will be directed to the front of the club for signing on, asked to maintain social distancing whilst at the event and told no boats are to be unloaded before signing on. The competitor is to be asked to check web site for evening meal choices and asked to make these choices before signing on. Evening meal payment choice can only be made at signing on.	Social distancing maintained
2	Signing On	Signing on is within the club building. The competitor is to sign on, told that the payment of the entrance fee is acceptance of Covid safe site procedures. The competitor will be allocated a berthing position, social bubble (six boats) and colour group (30 boats). They will be issued a coloured tag indicating their colour group and sail number and a berthing plan showing their berth position on the beach. The five other boats in their row on the beach will form a social bubble to help each other with launching and recovery. The berthing plan also provides web information for updates during the event.	Social distancing maintained
3	Confirming and Paying for Evening Menu Choices	Signing on is the only time that evening meals can be confirmed and paid for. Only card payment will be accepted. Each competitor will be given vouchers for the meals ordered and paid for.	Social distancing maintained
4	Unloading Aero	Once the competitor has signed on, they may unload the boat and move it to their allocated berth on the beach.	Social distancing maintained
5	Moving Aero to Beach	Attach coloured group tag with sail number to launching trolley. When moving the boat to the beach stay on the left-hand side of the promenade and do not leave boat unattended until in the allocated berth. A beach marshall will be available to help with any enquiries or problems.	Social distancing maintained
6	Rigging Aero	Boats are only to be rigged once in the allocated beach berth.	Social distancing maintained
7	Using On Site Bosun's Locker	To access bosun's locker contact bosun on 07715 922957. They will meet you at the club rear entrance. Only one person plus bosun allowed in bosun's locker at one time.	Social distancing maintained
8	Moving from beach to club	Stay on the left-hand side of the promenade whenever possible.	Social distancing maintained