

LOCAL COUNCIL PLAYGROUND RISK ASSESSMENT TEMPLATE

SITE LOCATION	St Dennis Playing Field, Fore Street, St Dennis, PL26 8AB		
UNDERTAKEN BY	Lynn Clarke	DATE OF INSPECTION	30th June 2020
OVERALL RISK RATING		SITE STATUS LEVEL [1 – 4]	
AGREED ACTION : (Open / Close / Partially reopen)		REVIEW DATE	

Instructions:

1. This applies to all work activities that fall under this activity.
2. If this risk assessment does not cover all of the hazards and existing control measures required relevant to your service, you should add them below at 'Other risks (please detail)' and notify the Clerk and/or Service Manager by sending the risk assessment attached to the email.
3. If further controls are necessary, these should be recorded in the 'Additional controls to reduce risk' column and a revised lower score given.
4. Please communicate this risk assessment to all staff e.g. via email, team meetings etc evidencing how you do this.
5. Review the risk assessment annually, after an accident/incident or significant changes to the workplace or working processes.

Terminology:

- **Activity-** The use of facility being undertaken.
- **Hazard-** Something with the potential to cause harm. Harm can be physical, chemical, biological or psychological.
- **Control Measures-** Actions taken to prevent hazard being realised. Control measures can include such areas as training, supervision, safe systems of work, maintenance procedures, physical measures such as guarding and personal protective equipment.
- **Likelihood** – the chances of harm occurring on a scale of 1 to 5 with 1 being highly unlikely and 5 being highly likely
- **Risk Rating-** Multiply the likelihood figure by the severity figure to get the risk rating after the existing control measures have been considered.
- **Severity** – the level of harm/injury caused by the accident or incident, on a scale of 1 to 5 with 1 being First aid required and 5 being a fatality.

**Likelihood (L) × Severity (S)
= Risk Rating (RR):**

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

**Possible
Likelihood**

5 Highly likely
4 Likely
3 Possible
2 Unlikely
1 Highly unlikely

Possible Severity

5 Fatality
4 Major injury
3 Hospital
treatment
2 First aid required
1 No injury

Rating	Action
15-25 Very High	Work should not be undertaken without reducing risk
10-12 High	As above
8-9 Moderate	Work fine to continue. Additional controls should be considered
4-6 Low	Work fine to continue with existing controls
1-3 Very Low	As above

STAGE 1 : RISK ASSESSMENT

Nature of hazard or issue increasing risk of transmission	Persons at direct risk	Likelihood x Severity = Risk Rating			Recommended Control Measures (if RR > 6)	Potential additional controls to reduce risk, where reasonably practical (if RR > 10)
		L	S	RR		
Potential overcrowding on equipment	Children and those supervising.				Signs to advise public to avoid when busy. Signs requiring queuing for equipment, parent/carer supervision and social distancing. Promote feedback & incident reporting.	Consider ground-markings, one- way flow of play and additional signs promoting social distancing. Signs regularly checked. Monitor and re-close facility, if issue considered excessive and uncontrollable.
		4	3	12		
Virus left on surfaces such as gate latches, tables or seating used by adults & families	Visitors using and members of their household. Maintenance operatives				Signs requesting handwashing & hand sanitation before entering and on leaving. No eating, drinking or smoking.	Signs regularly checked. Consider provision of hand-sanitiser. Consider removal of latches, gates, furniture or preventing use with tape, mesh and/or signage.
		4	3	12		
Virus left on surfaces within enclosed units where may survive for longer periods – e.g. tube slides, tunnels and playhouses	Children and assisting carers				Signs to parents/carers to encourage that these be avoided. Signs requesting handwashing & hand sanitation before entering and on leaving. No eating.	Signs regularly checked. Consider regular disinfection or preventing use with tape, mesh and/or signage. Consider provision of hand-sanitiser.
		4	3	12		

Children (infectious) shouting close to people outside of support bubble (increasing respiratory droplets)	All visitors. Maintenance operatives.	3	3	9	Signs to parents/carers to discourage shouting. Signs to advise public to avoid when busy. Signs requiring queuing for equipment, parent/carer supervision and social distancing.	Signs regularly checked. Monitor and re-close facility, if issue considered excessive and uncontrollable.
Nature of hazard or issue increasing risk of transmission	Persons at risk	Likelihood x Severity = Risk Rating			Recommended Control Measures (if RR > 6)	Potential additional controls to reduce risk, where reasonably practical (if RR > 10)
		L	S	RR		
[Other Insert]						

Notes :Government reopened playgrounds on July 4th, 2020 and existing control measures have been reviewed and amended. During the drafting process we have carefully considered points raised in colleagues' feedback and have consulted the government guidance below.

NOTE : You are very unlikely to be infected by walking past another person. Public Health England (PHE) recommends trying to keep 2 metres away from people, where possible, as a precaution. However, this is not a rule and the science is complex. The key thing is not to be too close to people for more than a short amount of time, as much as you can.

Resources consulted

<https://www.gov.uk/guidance/safer-public-places-urban-centres-and-green-spaces-covid-19>

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/construction-and-other-outdoor-work#outdoors-5-3>

ADDITIONAL CONTROL MEASURES – POSSIBLE SOLUTIONS

The Risk Assessment will have identified areas of concern which must be addressed in order to operate the play area safely. The Action Plan is the statement of measures put in place to address and reduce the risks. The list below identifies actions which may be suitable for managing the risks identified in your play areas. Record these additional measures in your action plan – template below.

Some of the actions will be associated with reopening the play areas, other actions are about the management of the space and the people using them in the long term.

****** WARNING : THE LIST BELOW IS NOT EXHAUSTIVE ******

PLAYGROUND COVID-19 ACTION PLAN – ADDITIONAL PRECAUTIONS				
DATE : 30/06/20	SITE : Playing Field Fore Street St Dennis	AGREED		
	What additional precautions do you need to take to eliminate or reduce the Covid-19 risks to least Medium or ideally Low Risk Rating	Who	When	Done
Play Area	Normal Risk inspections to be undertaken. Re-configuring of seating arrangements and guidance notices. Assessment of tunnel type play equipment. Signage to show Separate entry and exit gates.	Casual Worker Staff & Cllr's Staff	Prior to opening Prior to opening Prior to opening	
Social Distancing	Strong signage to educate users Regular site inspections for signage Guidance on the maximum number of people within the play area. Guidance on the maximum number of children on a piece of equipment. Markings on the ground at least 2m spacing to ensure social distance queuing. Ensure queuing will not interfere with those using the play equipment beyond.	Staff/ Cllrs Staff Staff Staff Staff/ Cllrs Staff Cllrs	Prior to opening Daily Mon – Fri Signage to be erected prior to opening Signage to be erected prior to opening Prior to opening Prior to opening	

	<p>Installation of a one-way system to enter and leave the playing field and play area.</p> <p>Taping of seats to encourage social distancing.</p> <p>Notice to show the facility will be closed during any maintenance work.</p>	<p>Staff/ Cllrs</p> <p>Staff/ Cllrs</p> <p>Staff /Cllrs</p>	<p>Prior to opening to be checked daily Mon – Fri</p> <p>Prior to opening</p> <p>Prior to opening</p>	
Public hygiene	<p>Strong signage to educate users</p> <p>Regular site inspections for signage</p> <p>Using signs and posters to build awareness of:</p> <ul style="list-style-type: none"> • Good hand washing procedures • Avoid touching your face • Cough or sneeze into your arm <p>Setting clear guidance on the use of the Playing Field</p> <p>Setting clear guidance for the inspection of the play areas to ensure they are kept clean and can be used safely.</p> <p>Reinforce the need for social distancing</p>	<p>Staff/ Cllrs</p> <p>Staff/ Cllrs</p> <p>Staff/ Cllrs</p> <p>Staff/ Cllrs</p> <p>Clerk/Cllrs</p> <p>Staff/Cllrs/P ublic</p>	<p>Prior to opening</p> <p>Mon – Fri</p> <p>Prior to opening</p> <p>Prior to opening</p> <p>Prior to opening</p> <p>At all times</p>	
Cleaning of hard surfaces	<p>Strong signage to educate users</p> <p>Regular site inspections of signage</p> <p>Promotion of the importance of keeping equipment clean from bodily fluids</p> <p>Contact details for reporting incidents</p> <p>Encouraging users to bring their own cleaning materials and to take their litter home.</p>	<p>Staff/Cllrs</p> <p>Staff</p> <p>Staff/ Cllrs</p> <p>Staff/Cllrs</p>	<p>Prior to opening</p> <p>Mon – Fri</p> <p>At all times</p> <p>Prior to opening</p>	

		Staff/ Cllrs	Prior to opening	
Managing of staff and contractors	Written agreement from staff that they are prepared to enter the facility and undertake the work.	Clerk	Prior to opening	
	A copy of a staff based risk assessment is provided by any contractor providing maintenance services on site.	Clerk/contractor	Prior to opening	
	Adequate measures to protect staff / contractors who are working alone.	Clerk / Cllrs	Prior to opening	
	Hand washing for 20 seconds in accordance with NHS guidance after all workwear and protective clothing has been removed.	Staff /Cllrs Contractors	As required	
	Clothing to be washed after use	Staff/ contractors	As required	
	Suitable provision of first aid and emergency equipment is available.	Staff / Cllrs	Prior to opening	
	All accidents at work must be reported in the usual manner	Staff	As required	

STAGE 2 : ACTION PLAN OF ADDITIONAL PRECAUTIONS

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