

## Edinburgh Fencing Club – Coached Indoor Open Sessions (All Ages)

### Risk Assessment – COVID-19

#### **Reminder of insurance requirements**

**Responsibility:** It is the responsibility of the person running the session to complete a risk assessment taking into account individual circumstances. They must be signed and retained.

**Government & BF Guidelines:** To be followed at all times. Local government guidelines are different in different Home Nations and will change. When they do, your risk assessment should be reviewed and updated.

**Membership:** Coaches must be on the [BF Register](#) and club members must hold [BF membership](#).

**Coaches:** [EFC BF Registered Coaches](#)

**Venue:** [Edinburgh Fencing Club, St Thomas of Aquin's High School, Edinburgh](#)

**Date:** [10/08/2021](#)

**Current Scottish Fencing/Government Guidelines:** **All adults should maintain social distancing of 1m where possible, and continue to wear masks when not sparring.**

#### **General**

- Follow all government guidelines at all times
- Avoid public transport where possible
- Do not attend the session if you or anyone in your household is experiencing any COVID-19 symptoms. Follow government advice for self-isolating and testing.
- Comply with all safety measures applicable to or prescribed by the club and coach.
- Come to the session already dressed in freshly washed workout clothing and indoor footwear.
- Ensure you have fresh and warm clothes to wear afterwards without the need for changing rooms.
- Do not share equipment, food or drinks with people outside your household.
- All fencers, coaches and club officials should strive to follow the 1m social distancing guidelines where possible, even though it is no longer a legal requirement.
- Refrain from contacting/touching other participants, coaches and attendees outside your household.
- Cover your mouth and nose with a tissue or your elbow if you cough or sneeze.
- Bring and use hand sanitizer and/or sanitizing wipes.
- Bring your own water and, if desired, energy bars. No other food or drink is allowed.

- Bring a bag to take all your personal gear and rubbish away with you

Hazard/ Area of Concern	Who might be harmed?	What are we doing already to reduce risk?	What further action is necessary?			
			Action required	By whom	When	Done
General transmission	Parents/Carers/ Fencer/Coach	<p>Test and trace details will be gathered through the check-in form and will be handled in line with the club data protection and privacy policy</p> <p>All participants must follow the fencer guidelines, including the personal general hygiene instructions (following the Scottish Government's FACTS guidance) and travel restrictions (following the Scottish Government travel guidelines).</p> <p>Only checked-in fencers may enter the venue.</p> <p>Parents/Carers are not permitted to enter the venue unless agreed in advance with the club and coaches for child wellbeing reasons.</p> <p>Health declaration: participants must complete a written health declaration when when checking-in .</p>	<p>Digital Check in Form at the door.</p> <p>Fencer guidelines sent to participants.</p> <p>All movement will respect Edinburgh Leisure's 'Customer Journey' document.</p> <p>EFC will provide the register.</p> <p>Coach/volunteer will be on the door with a register of booked participants and a thermometer.</p>	<p>EFC (Secretary)</p> <p>EFC (Secretary)</p> <p>EFC (Secretary); Coach/volunteer</p> <p>EFC Coaches</p> <p>Coaches/volunteers and EFC.</p>	<p>Prior to session.</p> <p>Prior to session.</p> <p>Prior to and beginning of session</p> <p>All sessions</p>	

		Coaches/volunteers will observe sessions to ensure all safety measures are being followed. Anyone failing to follow safety measures will be reminded to follow them. Continued failure to follow the safety measures may result in the fencer being asked to leave the venue and may result in them not being allowed to book into future sessions.	Monitor during session; communicate with fencers/parents/carers as appropriate.		All sessions.	
Fitness Level/ Injury	Fencers	<p>If fencers are receiving treatment for any medical issues, they may need to consult a doctor before restarting activities.</p> <p>If fencers are experiencing any injuries, these should be communicated to the coaches.</p>	<p>Fencers to seek medical advice where appropriate.</p> <p>Fencer should follow fencer guidelines on reporting injuries or medical issues.</p> <p>Verbal check with athletes at the beginning of the session</p>	<p>Fencers</p> <p>Fencers/EFC</p> <p>EFC Coaches</p>	<p>Prior to session.</p> <p>Prior to session</p> <p>Beginning of session</p>	
Arrival/ Departure	Parents/Carers/ Fencer/Coach	<p>Wear a face covering and maintain 1m distancing between households when moving through the venue.</p> <p>Follow any signs or guidance regarding distancing or one-way systems when moving through the venue.</p> <p>Hands to be thoroughly sanitised on arrival and departure.</p> <p>Everyone should bring their own face coverings and hand sanitiser.</p>	Monitor particularly at beginning and end of each session.	EFC Coaches	All sessions	

Child Protection	U18s	<p>Coaches are on the British Fencing coach register, with the requisite Disclosure Scotland PVG, Child Wellbeing &amp; Protection and First Aid qualifications.</p> <p>Club Welfare Officer is contactable. In the event of welfare concerns, please contact Daniel Richards on <a href="mailto:childprotection@edinburghfencingclub.co.uk">childprotection@edinburghfencingclub.co.uk</a> If a child is in immediate danger, call the police on 999.</p> <p>Club Child Protection Policies in place. (details on EFC website).</p>	<p>Both coaches fully qualified. EFC to continue to monitor BF coach register.</p> <p>Welfare officer contactable.</p>	<p>Coaches to maintain professional qualifications</p> <p>Welfare officer</p>	All sessions	
Changing rooms	Parents/Carers/ Fencer/Coach	<p>There are no changing rooms – fencers and coaches to arrive wearing the kit they need.</p> <p>Specifically, fencers must either arrive in breeches or in legwear that can be worn under breeches (such as leggings or shorts) without needing to use a changing room.</p>	Fencers and coaches have to dress appropriate to the activity.	Fencers/parents/carers/coaches	Prior to session	
Use of toilet	Parents/Carers/ Fencer/Coach	<p>Please try to avoid the use of the toilet. If you do need to go to the toilet, use the hand sanitiser before and after. Disposable gloves will be available.</p>	Monitor during session. Edinburgh Leisure have confirmed the one toilet that is available to us and all members advised in briefing.	EFC Coaches	All sessions	
Sparring	Fencer	<p>Sparring is now permitted for fencers of all ages. All standard safety rules must be followed.</p> <p>See also: <b>fencers' equipment</b> (page 6) Corp-a-corp and close-contact fencing to be avoided where possible.</p>	Monitor during session.	EFC Coaches	All sessions	

Group work and pairs work	Fencer	No end-of-match handshakes or similar (hugs, high-fives, fist bumps) permitted. Group work and pairs work (with or without swords) is permitted for U18s without the need for physical distancing in tiers 0–3 and “Beyond Level 0”	Monitor during session.	EFC Coaches	All sessions	
1-to-1 lessons	Fencer/Coach	Lessons are not permitted indoors in tiers 1–4, but are permitted in Level 0 and Beyond Level 0	Lessons may be give indoors but coaches must observe social distancing at all times and comply with all additional regulations	EFC Coachesq	All Sessions	
Air flow	Fencer/Coach	<p>Coaches and fencers to wear a face covering when entering, exiting and moving through the venue.</p> <p>Doors and/or windows will be opened where possible to improve ventilation.</p> <p>Where fencers need assistance putting on kit, both fencers or fencer and coach should wear face coverings.</p> <p>Coaches will wear a face covering except when giving instruction. Instruction will be given at at least 2m distance, preferably greater.</p> <p>Adults will strictly observe the 2m distance.</p> <p>Fencers do not need to wear a face covering when exercising or when on the field of play, and doing so may</p>	<p>Monitor during session</p> <p>This applies only to ‘special needs’ fencers should this situation arise.</p> <p>Monitor during session.</p>	<p>EFC Coaches</p> <p>Parents/carers/fencers</p>	<p>All sessions</p> <p>Prior to session</p>	

Fencers' equipment	Fencer/Coach	<p>impact performance. If fencers would prefer to wear a face mask then it would be helpful for the coaches to be informed before arrival at the session, in case the session needs to be adapted to reduce aerobic intensity.</p> <p>Fencers/parents are responsible for making sure that personal fencing kit is washed or quarantined for the minimum period laid out in the BF <a href="#">FENCING EQUIPMENT – CLEANING GUIDELINES AND PROTOCOLS.</a></p> <p>Coaches must not touch fencers' equipment.</p> <p>Fencers' equipment must conform to BF Safety guidelines.</p> <p>Fencers' bags to be kept 1m apart and 1m from pistes where possible</p>	<p>Wash or quarantine kit</p> <p>Monitor during session</p>	<p>Parents/carers/fencers</p> <p>Fencers/coaches</p>	<p>Between sessions</p> <p>During Sessions</p>	
Coaches' equipment	Fencer/Coach	<p>Fencers and parents should not touch the coaches' equipment.</p> <p>Coaches' bags to be kept 1m from any other bags and pistes where possible</p>	<p>Monitor during session.</p>	<p>EFC Coaches</p>	<p>All sessions</p>	
EFC equipment	Fencers/Coaches	<p>Edinburgh Fencing Club will ensure that club kit is washed or quarantined for the minimum period laid out in the BF <a href="#">FENCING EQUIPMENT – CLEANING GUIDELINES AND PROTOCOLS.</a></p> <p>Where EFC kit is to be borrowed, the coaches/volunteers will take the kit out</p>	<p>Wash or quarantine kit</p> <p>Monitor during session.</p>	<p>EFC</p> <p>EFC COaches</p>	<p>Between sessions.</p> <p>All sessions.</p>	

		<p>of storage and will monitor to make sure that 1m distancing is observed where possible</p> <p>Borrowed masks and weapons must be cleaned with an antiviral wipe by the fencer touching them before and after use. Wipes will be provided.</p> <p>Electric boxes, when used, will be set up and taken down by the coaches.</p> <p>Each fencer will be asked to plug themselves in and out of the box.</p> <p>Communal touch points on electric boxes such as buttons, remotes and sockets must be cleaned with an antiviral wipe by the fencer touching them before and after touching. Wipes will be provided.</p>	<p>Wipe masks and weapon handles when borrowing.</p> <p>Set up and takedown boxes</p> <p>Fencers to plug themselves in and out.</p> <p>Wipe communal touchpoints</p>	<p>EFC Coaches</p> <p>Fencers</p> <p>Fencers</p>	<p>Beginning and end of session.</p> <p>Before and after fencers arrive</p> <p>Before and after fights</p> <p>Before and after use</p>	
Accidents/ First Aid/illness	Fencer/Coach	<p>Each household should bring their own first aid kit. The coaches will also have access to club first aid equipment.</p> <p>In the first instance, any injury is best attended by the injured party or someone in their household, to maintain 2m distancing. If a fencer is injured, the coaches have current first aid</p>	<p>Every household is to bring a first aid kit where possible</p> <p>Monitor during session.</p>	<p>All.</p> <p>EFC Coaches</p>	<p>All sessions</p>	

		<p>qualifications and will be able to advise on what kind of first aid to administer.</p> <p>If there is a serious accident, anyone can call 999 or 111 if appropriate. The person taking the lead on first aid will delegate someone to make the call.</p> <p>Illness with COVID-19 symptoms: If anyone becomes ill with COVID-19 symptoms;</p> <p>Illness with non-COVID-19 symptoms: If a fencer becomes ill with other symptoms during a session, they should tell their coach and decide whether to leave the session or continue. If a coach starts to feel unwell, they can decide whether to end the session or continue.</p>				
Lack of Hydration	Fencer/Coach	<p>Everyone to bring their own water. There will be no facility to re-fill your water so make sure you bring enough for the session. If the weather is warm, remember to bring extra water.</p>	<p>Prepare before session.</p> <p>Monitor during event</p>	Fencers/carers/parents	All sessions	
Temperature: cold in winter or hot in summer.	Fencer/coach	<p>Bring warm clothing on cold days. Speak to a coach or a volunteer if you feel unwell.</p> <p>Make sure you stay hydrated and take a break if you feel too hot. Speak to a coach or a volunteer if you feel unwell.</p>	<p>Monitor during session.</p>	EFC Coaches	All sessions.	
Breaking Blades	Fencer/Coach	Fencers must wear a fencing mask when hitting any target with a weapon (in case	Monitor during session.	EFC Coaches	All sessions	

		<p>the blade breaks), even if the target is not a person.</p> <p>The coach may also require those nearby to also wear a mask during this activity, depending on set-up. The risk is reduced by observing social distancing.</p>				
Invalid Insurance	Fencer/Coach	<p>Coaches are on the BF Coach Register and deliver sessions in accordance with qualification level, government guidelines and BF policies and procedures</p> <p>Fencers must have valid membership of BF.</p>	EFC Committee to monitor	EFC (Secretary)	All sessions	