

International Shotokan Karate Federation UK

TEMPLATE FOR COVID-19 RISK ASSESSMENT



The purpose of this template is to help ISKF UK clubs to prepare risk assessments specific to the COVID-19 hazard.

Please note that this COVID-19-specific risk assessment does not replace the usual risk assessment that clubs should have in place for every venue that they utilise.

The template is prepopulated with some of the most common, generic risks and control measures for karate clubs.

It is important that individual clubs adapt the items in the template, or add to the list, in order to ensure that all the risks and accompanying control measures have been identified for each unique venue.

For the latest UK Government guidelines for the leisure and gym industry, [please see here](#).

For federation-specific guidelines, please refer to [the FEKO website](#).

International Shotokan Karate Federation UK



Covid-19 Activity Risk Assessment – Template

Club name:	Hampstead Karate Club
Club venue (include full address):	The Armoury Gym, 25 Pond Street, Hampstead, London NW3 2PN
Club days:	Saturdays
Club times:	14:30 – 16:00
Risk assessment completed by (name):	Sora Zushi
Date of completion:	9 October 2020

- This risk assessment identifies the risks associated with COVID-19 transmission within activities in the abovementioned club and lists the control measures that this club has put in place to protect members and instructors from the COVID-19 hazard.
- Details of the risk assessment will be shared with participants.
- This assessment will be reviewed regularly to ensure the control measures are effective in use.
- Any changes in UK Government advice that necessitate alterations to this risk assessment and/or control measures will also be recorded.
- The instructor will ensure that a physical copy of this risk assessment is available at all sessions.

Review dates & signatures

Review dates & signatures	

General risks (Add more rows as needed)	Control measures (Add more rows and detail as needed)	Completed?
Participants may be unaware of their responsibilities in relation to the latest COVID-19 regulations from the UK Government, FEKO, centre and club	Communicate the responsibilities/regulations before sessions take place via email/club website/social media. They are as follows: <ol style="list-style-type: none"> 1. Currently, only participants aged 16 and above will be allowed to train. 2. No spectators are allowed in the dojo. 3. Parents must leave children at the Centre reception/dojo entrance. 4. Participants must maintain a 2m or 1m+ social distance (where possible) at all times on the premises, including when entering/exiting the centre/dojo and when waiting for sessions to start. 5. Members must consent to a health check on arrival at the dojo. This will consist of a simple questionnaire and a temperature check. Should a member report having any symptoms of COVID 19, they will not be allowed to train and must immediately arrange for a COVID-19 test. Instructors will maintain records of such occurrences. Anyone with a raised temperature will not be allowed to train. 6. On entry to the dojo, participants will be directed to their own designated area. They must remain within this area for the duration of the session. 7. Participants must arrive changed and ready. After a session, they must change and shower at home. There will be no changing or washing on the sports centre premises. 8. Participants must disinfect their hands with a cleansing gel on entry to the centre and after every session. 9. Participants must clean their training clothes (<i>gi</i> or otherwise) between sessions. 	Y
Too many people may turn up for sessions, exceeding dojo/centre capacity and making social distancing difficult or impossible	<ol style="list-style-type: none"> 1. A priority booking system is in operation. Details can be obtained from info@hampsteadkarate.co.uk. 2. Participants will not be allowed to turn up on the day to register for sessions – they must do so in advance. 3. Maximum of 5 participants per session, in line with the FEKO requirement to provide 9.3 square metres (100 square feet) per participant. 	Y
Participants will be at risk of infection when travelling to and from sessions	Advise participants to walk/cycle/use their own cars wherever possible, rather than travelling by public transport. If they must use public transport, suggest travelling at	Y

	off-peak times to avoid congestion. Remind participants to maintain social distancing and wear face coverings while in transit.	
Participants' bags, coats and equipment may reduce the space available to social distance and may aid transmission of the virus	Ask participants to only bring essential items to sessions. Bags, coats and equipment should be stored in a designated area and disinfected using the antibacterial sprays and paper towels provided.	Y
Drinking directly from the water fountain poses a risk of transmission	Ask participants to bring their own labelled water bottles (these are not to be shared) – these can be refilled at the water fountain. They will be instructed not to drink directly from the water fountain.	Y
Cash payments pose a risk of transmission	Participants to pay online in advance of sessions.	Y
Participants may be confused by the new layout of the centre/dojo	Provide sufficient, clear signage around the centre and dojo re: one-way systems, no-go areas, etc.	Y
Opening and closing doors may spread contamination	All doors to remain open to remove need to make physical contact.	Y
Lack of ventilation may spread the virus	All doors and windows to remain open during sessions. Systems that recirculate the same air will not be used as the primary means of ventilation.	Y
Use of toilets increases the risk of infection	Remind participants to follow centre guidelines re: number of users at any one time, cleaning all surfaces after use, and washing hands with soap/disinfecting with sanitiser.	Y
Some participants may be at a higher risk, e.g. due to underlying health conditions	Ask such participants to seek the advice of their GPs before training. Participants to let instructors know of any factors that may put them at higher risk, and work with instructors/centre managers to put in place mitigation measures where possible.	Y
Dirty dojo mats/floor may spread infection	Clean mats/floor before, during and after sessions using detergents/disinfectant solutions provided by the centre.	Y
Use of raining equipment may spread infection	Avoid use of shared equipment wherever possible. If needed, equipment should be thoroughly disinfected & cleaned before and after sessions to minimise the risk of transmission. During a session, equipment should not be shared among participants. Head guards and sparring gloves should not be used as they pose too high a risk of infection. NB. There should be no pair/group work in sessions, including <i>kumite</i> and pad work.	Y
Participants may want to wear Personal Protective Equipment (PPE) in the dojo	FEKO advises participants <u>not</u> to wear face coverings as they may restrict breathing efficiency. The governing body recommends that face covering should only be used on specific advice from a doctor. If they are used, they suggest the following:	Y

	<ol style="list-style-type: none"> 1. Wash hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on. Do the same after removing the face covering. 2. Avoid touching the face or face covering. 3. Change the face covering if it becomes damp or if it has been touched. 4. Continue to wash hands regularly. 5. Change and wash the face-covering daily. 6. If the material is washable, wash in line with the manufacturer's instructions. If it is not washable, dispose of it carefully. <p>Visors will be provided as an alternative to face coverings, as these do not restrict breathing efficiency. These will be compulsory for the Club.</p>	
Pick-ups (e.g. for children and participants requiring carers) are late	Participants to wait in a quiet area with 2m social distancing if possible or 1m+ minimum.	Y
Waste may not be disposed of properly, increasing risk of virus transmission	Ensure waste bins available in every space and emptied regularly. Check that waste has been securely disposed of at end of each session.	Y
Participants cannot be contacted if needed for contact tracing purposes	Ensure contact details of all participants are maintained and are accurate in line with UK Government regulations, in case needed for contact tracing. FEKO regulations state that participants cannot opt-out of providing contact details for this purpose.	Y
Participants may want to hug or embrace others when greeting each other or saying goodbye	Remind participants to maintain 2m or 1m+ social distance as per UK government guidelines at all times.	Y
Consecutive sessions may make it difficult to clear and clean the dojo properly for the next group of participants	Ensure cleaning time is built into the timetable. The club will set aside 30 minutes between sessions for this purpose.	Y
Physical contact between instructors and participants, as well as between participants, poses a risk of transmission	Maintain 2m or 1m+ social distance as per UK government guidelines at all times. Only non-contact training will be permissible – this also applies to family groups in public sessions so as to avoid giving the impression that contact is acceptable. All forms of pair work (include five-, three-, one-step and <i>jiyu kumite</i>) involving physical contact will not take place at this time.	Y
Forcefully driving air from the body through <i>kiai</i> increases the risk of transmission	No <i>kiai</i> to be allowed in sessions, including in performances of <i>kata</i> .	Y

