

Site: Sports Centre

Date: 25/09/2020

Review Date: 25/10/2020

**Risk Assessment: Cambridge University Gliding Club**

Risk assessment for the activities undertaken as part of a membership with the Cambridge University Gliding Club that are NOT related to flying and equipment. All flying and equipment risks are outlined in a separate document, written by the British Gliding Association (BGA).

Significant hazards	What could go wrong	Risk level (High, Medium or Low)	Existing control measures	Further actions
COVID-19 general biosecurity	Transmission of SARS-CoV-2	Low	<p>No member who is:</p> <ol style="list-style-type: none"> <li>(1) Tested positive for COVID-19 prior to a full recovery and a subsequent negative test</li> <li>(2) Suffering from COVID-19 symptoms</li> <li>(3) Supposed to be self-isolating</li> <li>(4) Supposed to be shielding</li> </ol> <p>may take part in the club's activities in person.</p> <p>All members must follow social distancing guidelines while at Gransden Lodge Airfield and must always follow the transmission control measures set out by CGC. These measures include, but are not limited to, following the one-way system in the club house and carrying out the cockpit cleaning regime before flying club gliders.</p>	
Car transport to/from airfield	Car accidents	low	<p>Only licensed and insured drivers are able to provide transport for members of the club.</p> <p>Licensed taxis may also be used.</p> <p>In the case of private cars being used, drivers are required to produce their license and insurance certificate for inspection by any member of the committee. This is to be done for any new member wishing to provide transport prior to doing so.</p>	

			Private drivers are required not to drive passengers if they find wearing a face covering interferes with safe driving (e.g. by causing spectacles to mist up).	
	Students left at airfield	low	All facilities are checked before the club is locked up in the evening.  Airfield staff who live on site permanently will be able to provide assistance.	
	Covid-19; Maintaining social distancing	low	<p>If a taxi is being used, members are required to adhere to the rules set out by the taxi company, the limitation of passenger numbers for the type of vehicle in particular, as well as requirements from the driver. A group leader, nominated before the journey (the person who books the taxi and pays), has the responsibility to check such rules in force at the time.</p> <p>If a private vehicle is being used, a maximum of four persons are allowed in the vehicle at any time and the back row middle seat must not be occupied. The driver is required to apply all means of ventilation where it is safe and practical to do so: windows are to be lowered fully should the weather permits, and full mechanical ventilation if the windows cannot be lowered.</p> <p>All occupants of a vehicle must wear a face covering at all times.</p> <p>Under no circumstance may more than 6 persons be present in a vehicle, even if the vehicle is designed to accommodate such occupancy.</p> <p>You should try not to share a vehicle with those outside your household or social bubble. If you need to do this, try to:</p> <ul style="list-style-type: none"> <li>• share the transport with the same people each time</li> <li>• keep to small groups of people at any one time.</li> <li>• share the transport with members of the same college.</li> <li>• open windows for ventilation.</li> <li>• travel side by side or behind other people, rather than facing them, where seating arrangements allow.</li> </ul>	Government guidelines must be checked regularly as they are subject to change

			<ul style="list-style-type: none"> <li>• face away from each other.</li> <li>• consider seating arrangements to maximise distance between people in the vehicle.</li> <li>• clean your car between journeys using standard cleaning products - make sure you clean door handles and other areas that people may touch.</li> <li>• ask the driver and passengers to wear a face covering.</li> </ul>	
	Vehicle unroadworthy or otherwise unsuitable for use	low	<p>Vehicle used must be in good working order with recorded service history and a valid MOT certificate. If there is any reason to believe this is not the case then the vehicle shall not be used for the transport of members.</p> <p>The interior of vehicles used must be in a clean and hygienic condition and be free from clutter and rubbish. In addition, the mechanical ventilation / air conditioning systems must be satisfactorily serviceable and suitably clean to comply with COVID safety policies.</p> <p>The condition of members' vehicles used for transport is subject to inspection at any time by the equipment and safety officer of the club, who has the power to ban any vehicle from being used to provide transport until defects are rectified to his / her satisfaction.</p>	
	Danger of driver fatigue resulting from long distance drives to an expedition site	medium	<p>Members who provide car transport to expedition sites require approval from the committee prior to doing so, who must be satisfied that the member is suitably experienced in long distance driving and has the correct attitude towards safety, including an awareness of his / her limitations.</p> <p>Expedition drivers are encouraged to take regular breaks and must not be rushed in the event of lateness.</p>	
	Accidents resulting from towing the trailer of the club's glider	medium	<p>The equipment and safety officer, who is responsible for the trailer's roadworthiness, must give permission prior to the trailer being used on highways, empty or otherwise. In giving such permission, he / she must be satisfied that:</p>	

			<p>(1) the driver is suitably experienced and skilled, and aware of the lower speed limits when towing a trailer.</p> <p>(2) the towing vehicle is suitably powerful and the tow bar in serviceable condition.</p> <p>(3) the driver is in compliance with his / her license and insurance requirements regarding the towing of trailers.</p> <p>(4) the correct identification plate and other signage is displayed in a proper fashion.</p> <p>(5) if the glider is in the trailer, it is loaded correctly and secured properly, and the trailer is free from clutter.</p>	
Cycling to/from the airfield	Road accidents	medium	We advise all our members to sign up to the transport mailing list instead of cycling / have proper safety equipment on their bikes if they do decide to cycle. Members who cycle out often get a lift home in someone's car, with their bike in the back. Members who are signed up to fly and don't turn up are checked up on.	Overall, cycling is comparably riskier than car transport. The committee tries to promote the widespread use of the transport mailing list to make car and taxi sharing more readily available.
	Exhaustion	medium	The ride to the airfield measures 20 km and is mostly flat but with several ascents. Members with limited cycling experience, skill, and physical endurance are advised to avoid cycling. Members are advised to use a suitable, well-maintained roadgoing bicycle, to wear adequate clothing, and to bring sufficient food and drink.	
	Puncture	Medium	The likelihood of punctures en-route is realistic. Members are advised to carry repair kits and be familiar with their use. Members who suffer from a puncture at the airfield can often ask for a lift back to Cambridge. Equipment can usually be found at the airfield to repair punctures.	
	Getting lost	low	Detailed cycling instructions are available on the club website.	
Hosting social events	Covid-19; Maintaining social distancing	low	<p>Social events shall be held in accordance with government and university guidelines, as well as any rules in place at our chosen venue.</p> <p>The gathering of more than 6 persons shall not take place. Thus, social events require prior booking until such restrictions are lifted.</p>	Government and university guidelines must be checked regularly as they are subject to change


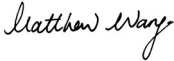
			For Michaelmas term, socials are likely to be virtual.	
	Physical Injury, illness, or disruptive behavior resulting from excessive alcohol consumption	low	<p>Social activities will not involve, or promote, unsafe, illegal, degrading or anti-social behavior, or be based on the excessive consumption of alcohol.</p> <p>Anyone who does drink to excess will be supported in returning to their college or residence and someone, who has not been drinking and can monitor their wellbeing, will be informed of their condition.</p> <p>A Club Welfare Officer is in place to signpost members to support systems if needed.</p>	
Expedition	Covid-19; ensuring expeditions can take place safely	low	<p>When planning an expedition, we will first contact the host club to check how many, if any, of our members they would be happy to host.</p> <p>Once at the host airfield, Covid-19 guidelines on social distancing will be followed at all times, in line with government guidelines and specific rules in place at the host club. In the event where the host airfield is not in England, local government guidelines apply.</p> <p>The expedition will not go ahead if a lockdown or travel restriction affecting either Cambridge or the destination club is put in place.</p>	Government guidelines must be checked regularly as they are subject to change.

### EMERGENCY PROCEDURES

Action to be taken in case of reasonably foreseeable emergencies (e.g. overheating, loss of electricity, flooding): -

In case of an emergency at the airfield, the crew of the Cambridge Gliding Centre would normally deal with the emergency and provide immediate First Aid, however if the emergency is not at the airfield, a member of CUGC would call 999.

**ASSESSOR**

<b>Name of assessor:</b>	<b>Signature:</b>	<b>Date</b>	<b>Name of Supervisor:</b>	<b>Signature:</b>	<b>Date</b>
Harvey Logan		25/09/2020	Matthew Wang		25/09/2020

**REVIEW DATES**

<b>Reviewed by (name)</b>	<b>Signature</b>	<b>Date</b>	<b>Indicate changes here</b>