

**UNIVERSITY of OXFORD SPORTS DEPARTMENT**

**OXFORD UNIVERSITY WATERPOLO CLUB GENERIC RISK ASSESSMENT 2020/2021**

***Activities usually carried out by the club at the Iffley Road Swimming Pool.***

Swimming Sessions: swimming in laned pool.  
 Water-Polo Session: setting up goals, swimming warm-up, throwing, and catching balls, shooting goals, attack and defence contact practice, mock matches.  
 Competitive and Friendly Matches including BUSA, U-Polo, Cuppers and Varsity.  
 Travel to and from Nationwide fixtures.

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HAZARD	CONTROL MEASURES IN PLACE	RISK FACTOR	FURTHER CONTROL MEASURES
<p><b>1.Iffley Road Swimming Pool</b></p> <p>Faults with the building e.g. defective lighting, poor water quality etc which could heighten the chance of an injury.</p> <p>Slips, trips, and falls on a sloppy poolside.</p>	<p>Members of the Water Polo Committee should report any building defects to the Facility Manager and/or the Sports Manager on duty. The Sports Manager will close the pool if he/she thinks the Pool is unsafe for use.</p> <p>Facilities Manager: Shaun Fleming</p> <p>Anti-slip tiles. No running allowed on Poolside. Orderly behaviour always.</p>	<p>Low</p>	
<p>Faults with the Water-Polo Equipment e.g. sharp edges of goals which could lead to cut hands etc</p> <p>Manual Handling</p>	<p>Members of the Water Polo Committee should report defective equipment to the Facilities Manager and/or Sports Manager on duty.</p> <p><a href="mailto:Andy.taylor@sport.ox.ac.uk">Andy.taylor@sport.ox.ac.uk</a></p> <p>All equipment is to be stored correctly in the Poolside store. 2 players/staff are to be involved in inserting goals.</p>	<p>Low</p>	<p>Equipment inventory required for all club kit stored in the Pool area. All personal kit to be removed from site over the course of the Summer.</p>
<p>Lack of Lifeguard Cover causing heightened chance of lack of</p>	<p>The Water Polo club must not enter the Swimming Pool without a Lifeguard present. If no lifeguard is</p>	<p>Low</p>	<p>The NOP (Normal Operating Procedure) for the Swimming Pool states that all club sessions must</p>

response by the Sports Department staff.	present the club must report the matter to the Sports Manager on duty.		be life guarded by Sports Department staff.
Fire	If the Fire Alarm sounds all members of the club are to leave the pool as directed by the Lifeguard and meet at the deep end next to the double doors ready for evacuation.	Low	The EAP (Emergency Action Plan) for the Swimming Pool states the procedure to be followed by the Sports Department staff. Members should be made aware of all relevant alarms early in the academic year
Hydraulic Floor	For most club sessions involving the whole pool the floor will be lowered to the bottom allowing 2 metre depth. No club members should dive into the pool at any time. When the hydraulic floor is being raised or lowered no members of the club are allowed in the water.	Low	
<b>2.Swimming itself</b>  Drowning.	For all club sessions, where the pool alarm is activated, the lifeguard will blow the whistle 3 times and all swimmers are to leave the Pool.	Low	The Waterpolo club must hold a safety briefing in the Swimming Pool at the start of Michaelmas term where the Pool Alarm and Fire Alarms should be activated so the club members are aware of the sounds. The EAP will then be followed by the Sports Department staff.
Members Medical Conditions	All new members are to be asked to complete a membership form, outlining any medical conditions which the swimmer may have. Medication must be brought to the poolside e.g. asthma inhalers etc. The lifeguard should be alerted about any medical condition which the swimmer may suffer from e.g. epilepsy.	Medium	All freshers must be asked to complete a membership form and all new members are referred to the club Risk Assessment, Code of Conduct and Constitution. Members details are to be retained while they are playing for the club and stored discretely. For Cuppers events involving non-members of the pool the club organisers must ensure that anyone suffering with

	In addition, the water polo club will collect information on shielding patients with regards to COVID-19 so that we are aware of those most at risk		a medical condition makes this clear to the Water Polo Club and Sports Department.
Wearing of jewellery	All club members must remove jewellery prior to the start of any match.	Low	
Long nails and hair	Finger and toenails of all competitors should be kept short. Hair should be kept away from the face. In matches caps are worn.	Low	
Poor swimming ability leading to the chance of greater injury.	Potential members must be able to demonstrate competence in the water as judged by the Team Captains and Coaches. Sessions should be arranged with the candidate's levels of ability in mind.	Low	Most potential members have a history of playing water polo before joining the club. New potential members try out for the club during the first 2 weeks of Michaelmas term. General swimming sessions during Michaelmas term helps members become fitter and stronger swimmers.
Diving	The NOP outlines that <u>diving is not allowed</u> . Players should be aware of the floor height and the Swim England guidelines on diving which restricts diving into water less than 1.5 metres. Regardless of this NO DIVING stands.	Low	Information should be passed onto Match Officials and opposition players regarding this by the Sports Department.
Dangers involved with the Sport.	Training is conducted by a coach or player qualified by experience to minimise the risk of injury to participants. Official games are to be refereed by officials from the NGB. Any deliberate attempts to harm a player will result in players being removed from the club. Players should consider a mouth guard (gum shield) and male players a plastic	Medium	The Club will aim to appoint a qualified referee for all competitive games e.g. BUCS. For friendly matches there are occasions where refereeing is shared between Universities.

	Water Polo box. Caps with ear protectors must be worn during Water Polo training involving contact and matches.		
Potential injury or damage caused by the throwing of Water Polo balls.	Throwing of balls only permitted within the Swimming Pool and not from any spectator galleries or within the Pool hall. Training to ensure that only the correct throwing techniques are used. Headgear worn for all matches and lifeguard present.	Medium	
Potential injury or damage by being struck by a fellow player during the practice or match.	Training of players in correct body position and technique. Personal jewellery not to be worn. Protective headgear and lifeguard present. Referees intervene in practice, friendly and competitive matches.	Medium	Adherence to the code of conduct with appropriate discipline if required
Poor quality Instruction from Coaches/Instructors which could lead to a greater chance of swimmers injuring themselves.	Swim England have changed their rules and allowed coaches in minority sports who are not formally qualified to be insured. OU Water Polo Club are to inform the Facilities Manager of the name of the Instructor for the academic year. The Instructor will not be charged on this basis for Membership, but an access card will be provided by the Sports Department to allow him/her access to the wet side. The Instructor is only allowed on Poolside for OU Water Polo Sessions and not for general swimming sessions.	Low	The Swim England /ISTC encourages all clubs and swim schools to have appropriately qualified teachers and coaches covering all sessions but also recognises that from time to time both clubs and swim schools may have difficulty in finding volunteers with the appropriate qualifications (especially in the smaller disciplines) and therefore providing the sessions are operated within the standard safety framework and in line with the procedures laid down by the Pool Operator the insurance policy is valid.
Blood cross-contamination	In accordance with the rules of Water Polo, players must exit the water immediately if	Medium	

	bleeding at any time during training or during a match. For cuts etc the Sports Department staff will handle the First Aid provision.		
<p><b>3. Land based training</b></p> <p>Potential injury or damage by being struck by a fellow player during the land training.</p>	<p>Non-contact between players due to COVID-19 social distancing rules. Players to stay 2m from all other persons at all time. Personal jewellery not to be worn. Captains intervene in practice.</p> <p>Other risks associated with sport in general covered above.</p>	Low	Adherence to the code of conduct with appropriate discipline if required
<p><b>4. Travel</b></p> <p>Road accidents in hired minibuses when travelling to matches/competitions.</p>	<p>Organiser/events secretary to complete Trip Registration Form before each event away from Oxfordshire under the heading of Oxford University Water Polo Club. Drivers must have passed University accredited tests, be fit to drive, and must follow the Highway Code Drivers must be 21 years or older. For long journeys a second driver must be used and/or regular stops must be taken.</p>	Low but potentially fatal	<p>All trip registration forms are to be sent a day before weekday or by 5.00pm on a Thursday for weekend fixtures to the ASO  <a href="mailto:dan.tibbitt@sport.ox.ac.uk">dan.tibbitt@sport.ox.ac.uk</a></p> <p>For trips out of the UK trip registration forms are required one month ahead of the trip and these should be submitted to the ASO.</p> <p>If the club has a major accident and/or incident which involves the member going to Hospital or the Emergency Services being called then the club have the chance to contact the University Security Services Emergency Line on (01865) 289999 who will offer advice and assistance. Security Services will contact the Press Office, the college(s) of the injured person(s) and the key personnel within the Sports Department who can help.</p>

**ADDITIONAL RISK ASSESSMENT FOR COVID-19 RISK 2020-21.** (This covers outdoor land and indoor activities from 17<sup>th</sup> May 2021).

<p>Risk of spreading COVID-19 during polo sessions</p>	<p>Election of COVID Officer responsible for registering participants of each session and reporting to Sport Centre to enable track and trace.</p> <p>Members will be required to book into sessions in advance. Attendance at all sessions will then be recorded for track and trace. Members must report any COVID-19-like symptoms, and if they have had a COVID-19 test.</p>	<p>Medium</p>	<p>All participants' water bottles to be clearly labelled with individual's names.</p> <p>Health screening/registering all swimmers/polo players before each session and confirming their attendance at each session to be recorded by designated COVID-19 officer.</p>
<p>Risk of spreading Covid-19 traveling to outdoor sessions</p>	<p>Government's guidelines to be observed on social distancing and face coverings as far as is practicable when travelling (via bus, walking) when travelling to the outdoor session. Bike helmets to be worn always when in transit on bike. No sharing of bike helmets, locks, lights, or other bicycle accessories.</p>	<p>Low</p>	
<p>Risk of spreading COVID-19 during outdoor sessions.</p>	<p>Participants recorded by COVID Officer. Members will be required to book into sessions in advance. Attendance at all sessions will then be recorded for track and trace. Members must report any COVID-19-like symptoms, and if they have had a COVID-19 test.</p>	<p>Medium</p>	<p>All participants' water bottles to be clearly labelled with individual's names.</p> <p>No equipment will be used. Exercises will be body weight only.</p>

<p>Risk of spreading COVID-19 during land-based sessions</p>	<p>Disinfection of any equipment between uses, though it is planned only body weight exercises will be run.</p> <p>Maximum of groups of 6 participants per session.</p> <p>Social distancing to be always maintained.</p> <p>Participants recorded by COVID Officer.</p> <p>Members will be required to book into sessions in advance. Attendance at all sessions will then be recorded for track and trace. Members must report any COVID-19-like symptoms, and if they have had a COVID-19 test.</p>	<p>Medium</p>	<p>All members' water bottles to be clearly labelled with individual's names.</p> <p>All student to bring hand sanitizer and sprays and wear masks until they are in a space that allows them to take off their mask.</p> <p>Any equipment to be wiped down before and after use with sanitation supplies. No sharing of any equipment.</p> <p>When running/ exercises with greater amounts of breathing required, increased social distancing to 10x10m2 per participant</p> <p>Blues performance risk assessment to be carried out by S and C coach.</p>
<p>Communication with Club Members</p>	<p>Members of the club will be kept informed of all measures in place and any changes to protocol that occur through regular emails.</p>	<p>Low</p>	<p>Covid-19 officer to provide daily updates of the situation and risks levels and whether anyone has reported with symptoms</p>
<p>Risk of catching infection from positive tested swimmer</p>	<p>Regular reminders of symptom checking and only those without symptoms and known not to be in contact with someone who has been abroad or with symptoms can register for sessions.</p>	<p>High</p>	<p>Swimmers will be continually be reminded to self-isolate in the event of any symptoms or any one from their household having a positive test. Anybody who shows symptoms at outdoor session will be moved to an identified isolation area away other, and competent person to maintain social distancing. Such person will be asked to return home, wearing a face covering, maintaining</p>

			social distance and will self-isolate and seek test.
Risk of spreading COVID-19 during swim sessions	<p>Maximum capacity of 40 per full pool and 20 per half pool. Ensure participants maintain social distancing at all times. Lane organisation in accordance with Swim England's guidelines.</p> <p>Participants recorded by COVID Officer.</p> <p>Members will be required to book in to sessions in advance. Attendance at all sessions will then be recorded for track and trace. Members must report any COVID-19-like symptoms, and if they have had a COVID-19 test.</p>	Medium	<p>All participants' water bottles to be clearly labelled with individual's names.</p> <p>Participants to use their own goggles and return goggles to their bags after use.</p> <p>All equipment - eg. floats, to be brought by participants if required. However, training sessions will be planned in advance to avoid using swimming equipment.</p>
Risk of spreading COVID-19 in changing rooms and poolside	<p>One way system through reception, changing rooms and exit to minimise contact.</p> <p>Advise participants to reduce time spent in changing rooms. Social distancing maintained at all times. Limit time that participants can use changing rooms before and after training.</p>	Medium	<p>Advise participants to come to training with swimming kit already on to minimise changing times.</p> <p>Participants not allowed to shower in facility, must shower at home.</p> <p>Face masks to be worn waiting for changing facilities.</p> <p>Hands to be sanitised on entrance and exit of the facility.</p>
Risk of spreading COVID-19 during Polo sessions	<p>Maximum capacity of 40 per full pool and 20 per half pool.</p> <p>Warm-ups/cool-downs should always observe social distancing. Participants to be in 6m<sup>2</sup> of own pool space</p>	Medium	<p>All participants' water bottles to be clearly labelled with individual's names.</p> <p>Participants to use their own goggles and return goggles to their bags after use.</p>



	<p>during warm up and cool down.</p> <p>Scrimmaging can return, however this will be kept to a minimum and only allowed during match practice play within the water polo groups. Players must socially distance after each passage of play/interaction</p> <p>Members will be required to book in to sessions in advance. Attendance at all sessions will then be recorded for track and trace. Members must report any COVID-19-like symptoms, and if they have had a COVID-19 test.</p>		<p>All equipment - eg. floats, to be brought by participants if required. However, training sessions will be planned in advance to avoid using swimming equipment.</p>
<p>Catching Covid-19 from equipment</p>	<p>Equipment should be subject to increased cleaning. Other equipment/touch points should be cleaned frequently.</p> <p>Use appropriate cleaning products and PPE if required.</p> <p>When the ball goes out of play it should be retrieved by a non-playing person and must be placed under the water before play restarts.</p> <p>The ball shall not be passed between different groups –all activity shall be contained within a group. Groups will be classed as Mens 1<sup>st</sup> and Mens 2<sup>nds</sup> and Women’s first and Womens 2<sup>nd</sup> with a maximum of 15 in each group.</p> <p>Balls used on land to be sanitized after use.</p>	<p>Medium</p>	<p>Essential and non-essential maintenance may take place as usual subject to social distancing and hygiene measures being adhered to.</p> <p>Remove equipment (including faulty) which is not being cleaned or if cleaning regime is not being adhered to, until such cleaning can take place.</p> <p>Cleaning products to be checked regularly to make sure there is always an adequate supply.</p> <p>Players are encouraged to regularly place their hands under the water each time they have interacted with another person or the ball.</p>

	<p>Each session one designated individuals to retrieve and put balls back and any other equipment to minimize sharing of equipment.</p> <p>Shooting can occur as long as there is only one person shooting at once. Each participant to retrieve their own ball after taking a shot.</p>		
Catching Covid-19 from pool set up	Pool to be set up in advance of session by staff at pool	Low	Whole pool and pool lanes to be set up including capacity (whether whole pool, single or double lanes) in line with guidance available at time of swim. Updated as the situation progresses
Someone becomes unwell during a session on poolside	Isolate asap with social distancing protocols to be followed at all times, other-wise inform duty staff in confidence	High	If there is a first aid incident then maintain social distancing and let OUS lifeguard deal with incident. Follow staff instructions including on evacuation.
Track and Tracing measures to control the spread of the virus COVID-19	Club appointment of COVID-19 officer. Covid officer oversees registering and tracking of all students at sessions and maintain and continually update this register of all participants involved with each training slot / games.	Medium	<p>The Covid-19 office must arrange a booking system for participants to book in advance as part of the NHS Track and Trace protocols. Failure to book in advance will result in the waterpolo member not being allowed to participate in training or matches. Such information about who has attended sessions will be held for 21 days in line with the club's data storage policy and destroyed accordingly.</p> <p>Anybody with symptoms should look to get a test straight away (University or NHS) and must inform Covid-19 CO of the result</p>

			<p>as well as start to self-isolate until the results are confirmed.</p> <p>Methods of testing can be found at both websites listed below.</p> <ul style="list-style-type: none"><li>• OU Students and Staff <a href="https://www.ox.ac.uk/coronavirus/health/covid-testingN">https://www.ox.ac.uk/coronavirus/health/covid-testingN</a></li><li>• NHS (for others); <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-a-test-to-check-if-you-have-coronavirus/">https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-a-test-to-check-if-you-have-coronavirus/</a></li></ul>
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Signed and dated

Victoria Strutt – President of OUWPC 2020/21



11/05/2021