

## LOCAL COUNCIL PLAYGROUND RISK ASSESSMENT TEMPLATE

|  |                                 |                                  |  |
|--|---------------------------------|----------------------------------|--|
| <b>SITE LOCATION</b>   | <b>Coulson Park Lostwithiel</b> |                                  |  |
| <b>UNDERTAKEN BY</b>   | <b>Sandra Harris</b>            | <b>DATE OF INSPECTION</b>        | <b>06/10/20</b>  |
| <b>OVERALL RISK RATING</b>                                   | <b>9</b>                        | <b>SITE STATUS LEVEL [1 – 4]</b> | <b>2</b>   |
| <b>AGREED ACTION :<br/>(Open / Close / Partially reopen)</b> | <b>Open</b>                     | <b>REVIEW DATE</b>               | <b>Monthly for duration of Covid 19 pandemic<br/>Reviewed 28/07/20 Changes discussed but not agreed<br/>Reviewed 01/09/20 – no changes<br/>Reviewed 06/10/20 – no changes<br/>Next review 03/11/20</b> |

**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) x 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

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

## 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 |  |  |
| <b>Potential overcrowding on equipment</b>  | Children and those supervising.  |                                     |   |    | Signs to advise public to avoid when busy.<br>Signs requiring queuing for equipment, parent/carer supervision and social distancing.<br>Promote feedback & incident reporting. | Consider ground-markings, one-way flow of play and additional signs promoting social distancing.<br>Signs regularly checked.<br>Monitor and re-close facility, if issue considered excessive and uncontrollable.<br>One way system in car park gate out top gate |
|   |  | 3                                   | 3 | 9  |  |  |
|   |  |                                     |   |    |  |  |
|   |  |                                     |   |    |  |  |
| <b>Virus left on surfaces such as gate latches, tables or seating used by adults &amp; families</b>                                 | Visitors using and members of their household.<br>Maintenance operatives |                                     |   |    | Signs requesting handwashing & hand sanitation before entering and on leaving.<br>No eating or smoking.  | Signs regularly checked.<br>Consider provision of hand-sanitiser.<br>Consider removal of latches, gates, furniture or preventing use with tape, mesh and/or signage.   |
|   |  | 3                                   | 3 | 9  |  |  |
|   |  |                                     |   |    |  |  |
|   |  |                                     |   |    |  |  |
| <b>Virus left on surfaces within enclosed units where may survive for longer periods – e.g. tube slides, tunnels and playhouses</b> | Children and assisting carers  | n/a                                 |   |    | Signs to parents/carers to encourage that these be avoided.<br>Signs requesting handwashing & hand sanitation before entering and on leaving.<br>No eating.                    | Signs regularly checked.<br><br>Consider regular disinfection or preventing use with tape, mesh and/or signage.<br>Consider provision of hand-sanitiser.   |
|   |  |                                     |   |    |  |  |

|  |  |  |          |           |  |  |
|--|--|--|----------|-----------|--|--|
|  |  |  |          |           |  |  |
| <b>Children (infectious) shouting close to people outside of support bubble</b><br><a href="#">(increasing respiratory droplets)</a> | All visitors.<br>Maintenance operatives. | 3  | 3        | 9         | Signs to parents/carers to discourage shouting.<br>Signs to advise public to avoid when busy.<br>Signs requiring queuing for equipment, parent/carer supervision and social distancing.  | Signs regularly checked.<br><br>Monitor and re-close facility, if issue considered excessive and uncontrollable. |
|  |  |  |          |           |  |  |
| <b>Nature of hazard or issue increasing risk of transmission</b>   | <b>Persons at risk</b>                   | <b>Likelihood x Severity = Risk Rating</b> |          |           | <b>Recommended Control Measures (if RR &gt; 6)</b>   | <b>Potential additional controls to reduce risk, where reasonably practical (if RR &gt; 10)</b>                  |
|  |  | <b>L</b>                                   | <b>S</b> | <b>RR</b> |  |  |
| <b>Too many children using one piece of play equipment</b>   | All visitors                             | 3  | 3        | 9         | Erect signage at the entrance of play area and on each piece of equipment to limit number of users at any one time.<br>Coulson Park- remove Junior swing prior to opening<br>1 user on the following equipment:-<br>Balance beam, Carousel, Frog, Pirouette & swing<br>2 users maximum on multiplay & seesaw |  |
| <b>Too many visitors to the play area at any one time</b>  | All visitors                             | 3  | 3        | 9         | Erect signage at the entrance of play area to remind visitors regarding social distancing and to ask them to come back if already 9 children in the play area.   |  |

|  |  |  |  |  |  |  |
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|--|--|--|--|--|--|--|

**Notes** :Government reopened playgrounds on July 4<sup>th</sup>, 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 \*\*\*\***

**IN NO PARTICULAR ORDER, THE FOLLOWING LIST GIVES POSSIBLE ACTIONS FOR MANAGING PLAYGROUNDS RESPONSIBLY TO MITIGATE THE RISKS OF COVID-19. ANY ACTIONS TAKEN MUST BE RELEVANT TO EACH FACILITY. THERE MAY BE OTHER, BETTER OR MORE LOCALLY APPROPRIATE SOLUTIONS.**

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### PLAY AREA

#### Measures could include :

- A full clean prior to opening
- Normal risk inspections undertaken
- Reconfiguring seat to avoid face to face contact and promote side by side seat if required
- Assessment of individual pieces of play equipment for suitability of opening

### SOCIAL DISTANCING

#### Measures could include :

- Strong signage to educate users
- Regular site inspections for signage
- Guidance on the maximum number of children on a piece of equipment at any time
- Guidance on the maximum number of people within the play area at any time

- Markings on the ground at least 2m (or 1m + if unavoidable) spacing to ensure social distance queuing
- A maximum number of queue positions so as not to interfere with those using the play equipment beyond
- A one way system and clear waiting point which allows the first person in the queue to avoid coming into contact with the users of the equipment i.e. slides, climbing towers. This will be marked on the ground by a clear line or by using a temporary barrier at least 1m high.
- Removal of seating and tables to discourage gatherings within play areas
- That the facility is closed during cleaning to protect cleaners

## **CLEANING AND CLEANLINESS OF HARD SURFACES**

### **Measures could include :**

- Strong signage to educate users
- Regular site inspections for signage
- Promotion of the importance of keeping equipment clean from bodily fluids
- Disinfecting areas of high contact such as handles, locks and gates
- Contact details for reporting of incidents
- Encouraging users to bring their own cleaning materials and to take their litter home
- Use of facemasks

## **PUBLIC HYGIENE**

### **Measures could include :**

- Strong signage to educate users
- Regular site inspections for signage
- Using signs and posters to build awareness of
  - Good hand washing, using soap and water for at least 20 seconds following NHS guidance when users get home
  - Avoid touching your face
  - Cough or sneeze into your arm
- Setting clear guidance on the use of the play area

- Setting clear guidance for the inspection of the play areas to ensure they are kept clean and can be used safely.
- Reinforce the need for social distancing

## **MANAGING STAFF AND CONTRACTORS AT WORK**

### **Measures could include :**

- Written agreement from staff that they are prepared to enter the facility and undertake the work
- A copy of a staff-based risk assessment is provided by any contractor providing cleaning or maintenance services on site.
- Adequate measures to protect staff/contractors who are working alone
- Where more than one contractor is required on site , that they travel separately – 1 person per vehicle
- Managed distancing between cleaners, avoiding face to face contact. Create opportunities for work side-by-side or facing away from each other
- Hand washing for 20 seconds in accordance with NHS guidance after all workwear and protective clothing has been removed
- Clothing to be washed after use
- Ensure that the premises have been adequately cleaned before allowing any maintenance contractors on site.
- Suitable provision of first aid and emergency equipment is available. All accidents at work must be reported in the usual manner

**STAGE 2 : ACTION PLAN OF ADDITIONAL PRECAUTIONS**

W

| <b>PLAYGROUND COVID-19 ACTION PLAN – ADDITIONAL PRECAUTIONS</b> |  |               |      |      |
|---|--|---------------|------|------|
| <b>DATE :</b>   | <b>SITE :</b>  | <b>AGREED</b> |      |      |
|   | 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   | Please see Stage 1 above   |               |      |      |
| Social Distancing   | Please see Stage 1 above   |               |      |      |
| Public hygiene  | Please see Stage 1 above   |               |      |      |
| Cleaning of hard surfaces                                       | Please see Stage 1 above   |               |      |      |