



**Management of Coronavirus (Covid-19) at regional TVRCC Events**

<b>Assessed by:</b>	<b>Date:</b>	<b>Title of Assessment</b>
Andrew Henry TVRCC Sales Manager	09/09/2020	Management of Coronavirus (Covid-19) at regional TVRCC Events. <b>RACVEV001</b>
<b>Date to be reviewed</b>	<b>09/10/2020</b>	<b>Description of Task</b>
<b>Date of last review</b>	09/09/2020	General management of welfare and hygiene practices to prevent the spread of Coronavirus at regional TVRCC organised events.
<b>Reviewed by</b>	A Henry	

HAZARD	HAZARD LOCATION	WHO AFFECTED	INITIAL RISK			RISK CATEGORY	EXISTING RISK CONTROLS	FURTHER RISK CONTROLS NECESSARY	RESIDUAL RISK		
			L	S	R				L	S	R
<p>Exposure to Coronavirus Leading to Related Ill-Health:</p> <p><i>COVID-19: a respiratory illness caused by a novel coronavirus (SARS coronavirus-2 (SARS-CoV-2)).</i></p> <p><i>Symptoms include a fever, cough, shortness of breath, breathing difficulties, Muscle Pain and Tiredness.</i></p>	<p>Various meeting points outside of cars throughout the event.</p>	<p>Club members, passengers, the general public.</p>	3	5	15	High	<p><b>1 <u>Contact</u></b></p> <p>Shaking hands / physical contact with colleagues outside your Family unit or Bubble to be avoided.</p> <p><b>2 <u>Hand Washing</u></b></p> <p>Hand sanitiser to be carried on person and in car at all times</p> <p>Tissues to be carried at all times</p> <p>Stringent hand washing when using outside facilities</p> <p>See hand washing guidance: <a href="https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/">https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</a></p> <p>Drying of hands with disposable paper towels: <a href="https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/">https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/</a></p> <p><b>3 <u>Waste</u></b></p> <p>Waste bin bags containing tissues/food/drink waste are to be securely tied and taken home for disposal. No waste to be left behind.</p>	<p>Establish a coordinator within the region, usually the RO or DRO, to monitor ongoing external advice and feedback to TVRCC accordingly.</p> <p>Members to be reminded on a regular basis to sanitise their hands. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - <a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a></p> <p>TVRCC to be kept advised of correct adherence.</p> <p>RO or DRO to make visual checks at end of event.</p>	2	5	10

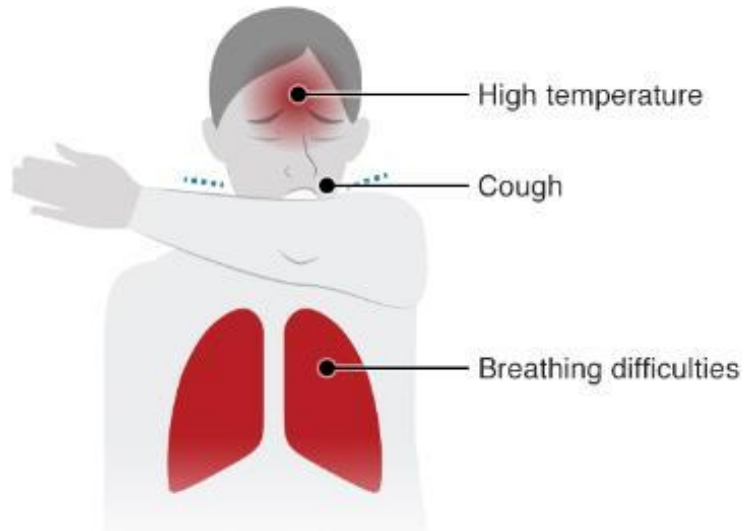
			3	5	15	High	<p><b>4 <u>Social Distancing</u></b></p> <p>Social Distancing -Reducing the number of persons in any immediate area to comply with the current 1m minimum / 2m advised as recommended by the Public Health Agency  <a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a>  <a href="https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people">https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people</a></p> <p>Taking steps to review event schedules including start &amp; finish times / public events to reduce number of members in one place at any one time.</p> <p>Current law regarding meeting in groups of people to be upheld at all times. Please refer to <a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a> for current guidelines. You should take care to limit your interactions with anyone outside the group you visit these places with.</p> <p><b>5 <u>Wearing of Face Masks / Gloves</u></b></p> <p>Face masks are not mandatory in an outside setting but may be required by a passenger if they feel uncomfortable in a vehicle. The wearing of a face covering is entirely at the member's discretion.  The wearing of gloves is not mandatory</p> <p>For further guidance, please refer to: <a href="https://www.gov.uk/government/publications/staying-safe-outside-your-home/staying-safe-outside-your-home#face-coverings">https://www.gov.uk/government/publications/staying-safe-outside-your-home/staying-safe-outside-your-home#face-coverings</a></p>	<p>Members to be reminded at each event of the importance of social distancing at all times.  TVRCC checks to ensure this is adhered to.</p> <p>Face coverings do not replace social distancing. If you have symptoms of COVID-19 (cough, and/or high temperature, and/or loss of, or change in, your normal sense of smell or taste - anosmia), you and your household must isolate at home: wearing a face covering does not change this. You should <a href="#">arrange to have a test</a> to see if you have COVID-19. The wearing of gloves is not a substitute for good hand hygiene.</p>	2	5	10
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			3	5	15	High	6	<p><b><u>Adherence to public event limit</u></b></p> <p>TVRCC organised events may hold a car drive with numbers limited as per current legislation, with socially distanced groups when out of the car if a suitable venue with compliant social distancing measures can be found. Any restaurant or pub chosen as a start and/or final destination must have a publicly available COVID-19 secure policy and operate their own 'track and trace' system.</p> <p>All event participants will be required to provide their contact details to the drive organiser and participating members must contact the drive organiser if, during the 48 hours after the event they or another occupant of the car develops COVID-19 symptoms, so that contact tracing procedures can take place.</p> <p>For further guidance, please refer to: <a href="https://www.gov.uk/guidance/meeting-people-from-outside-your-household-from-4-july">https://www.gov.uk/guidance/meeting-people-from-outside-your-household-from-4-july</a></p>	ROs & DROs must ensure this advice is adhered to and maintain and keep all event records. In the event that a participant informs that they are displaying Covid symptoms up to 48 hours after an event, please inform all other participants and advise that they should consider getting an appropriate test. TVRCC H/O should also immediately be made aware of the situation. <p>Reference to updated current Government guidelines should take precedence over all other considerations.</p> <p>If in any doubt, no official TVRCC event should be organised.</p>	2	5	10
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## **Symptoms of Covid-19:**

The following symptoms may develop in the 14 days following exposure:

- Cough
- Difficulty Breathing
- Fever



- ✦ **Sensitivity:** Effects may be increased and more severe in people with weakened immune systems, older people, people with diabetes, cancer or chronic lung disease.
- ✦ **Spread:** Transmission can happen if either of the following occurs:
  - People in close contact (within 2 meters) of an infected person allowing inhalation of virus into the lungs from coughs and sneezes.
  - Touching a surface, object or hand of an infected person that has been contaminated with respiratory secretions from an infected person then touching own mouth, nose or eyes.

**Control Measures**

- ✦ **Update:** TVRCC will keep members updated on latest Government guidance and update policies and procedures accordingly.
- ✦ **Hygiene:** Ensure you wash hands regularly for 20 seconds with hot water and soap:



- ✦ **Catch it, Bin it, kill it:** cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze.
- ✦ **Self-Isolation:** Ensure you follow the Gov/NHS guidance for self-isolation where required if you have either:
  - A high temperature
  - A new, continuous cough.

**Information:** If you require any further information or have any concerns speak to a member of the TVRCC Committee immediately.

<b>Document Accepted By (Name)</b>		<b>Sign</b>		<b>Date</b>	
<b>Further Risk Controls Implemented By (Name)</b>		<b>Sign</b>		<b>Date</b>	
<b>RISK</b>					<b>S e v e r i t y</b>
<b>LIKELIHOOD</b>		<b>SEVERITY</b>			
1. Extremely Unlikely		1. Minor Injury/disease no lost time			
2. Unlikely		2. Injury/disease up to 7 days lost			
3. Likely		3. Reportable under RIDDOR Over 7 days			
4. Very Likely		4. Specified Injury/Long term absence			
5. Almost Certain to happen		5. Death			
					<b>Likelihood</b>
					<b>Low</b>
					<b>Medium</b>
					<b>High</b>
					<b>1-8</b>
					<b>9-12</b>
					<b>15-25</b>



