


Tool: Covid-19 Secure Club Opening check-list

Action	Check	Date	Comment
Are you aware of all relevant, current Government guidance, statutory requirements and checked with your insurers?	Yes	02/11/2020	
Are you confident you can offer an appropriately 'Covid secure' environment for your members?	Yes	02/11/2020	
Have you carried out a satisfactory risk assessment for any proposed activities?	Yes	02/11/2020	
Have you taken appropriate steps to mitigate against the risk of infection amongst staff, volunteers and members?	Yes	02/11/2020	
Have you taken appropriate actions to mitigate against the risk of requiring the emergency services?	Yes	02/11/2020	
Have you effectively communicated any new operating procedures with your members, staff and volunteers?	Yes	02/11/2020	Members to be informed by Snipe email communication 04/11/20
How will you manage a contact or suspected contact with Covid-19?	Yes	02/11/2020	See Risk Assesment
How will you handle situations where club rules and guidance in relation to Covid -19 are not followed?	Yes	02/11/2020	Removal of offending member from site for the day, and a written warning
Do you have a plan to review all of the above regularly?	Yes	02/11/2020	Monthly, or when new Government guidelines are issued