



## Risk Assessment

*Company name: Scottish Gliding Union*

*Assessment carried out by: Wolf Rossmann, Club Safety Officer*

*Date assessment was carried out: May 2020, updated September 2020*

*To be reviewed regularly as government guidance and situation changes*

### Opening the Scottish Gliding Centre for Flying when Covid-19 Lockdown Restrictions are relaxed

This Assessment covers the risk of contracting Covid-19 when gliding can be resumed in a limited way. The assessment covers staff, club members and visiting pilots and limited air experience flights

What are the hazards?	Who might be harmed	Controls Required	Additional Details	Action who when
Spread of Covid-19 Coronavirus	Staff	<b>Cleaning</b> Frequently cleaning and disinfecting all areas and surfaces that are touched regularly.	On line briefing for members on all cleaning requirements for aircraft, vehicles and launch facilities.	WR 25-5-20
	Club members	Guidance on cleaning aircraft, launch area and vehicles.	Sufficient cleaning materials available for cleaning common areas.	WR/MP 28-5-20
	Visiting pilots	Cleaning materials available for aircraft launch caravan and vehicles. Workshops to be cleaned before and after each use.	Signage for cleaning posted at all relevant places	
	Visitors for Air Exp. Flights	<b>Social Distancing</b> In all areas of the Scottish Gliding Centre, indoors and outside, always keep a distance of at least 2m from each other. Conference calls and webinars to be used for meetings and briefings instead of face to face meetings. Only one person at a time in a tow vehicle. Open mules can accommodate 2 people as long as the passenger sits at the back on the opposite side to the driver. Only one person at a time in the launch caravan. Only one person in simulator with maximum of one instructor observing	Limited numbers allowed on the airfield at any one time. members must inform prior to visit (online log or call to office) Signage at launch caravan, vehicles, simulator and club areas. One way system through club facilities and towards toilets	WR 28-5-20 MP 28-5-20
		<b>Hand Washing</b> Hand washing facilities with soap and water in place. Stringent hand washing taking place. 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> 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-">https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-</a>	Provide sufficient paper towels and switch off air hand dryers.  Provide hand wash facility at launch point	MP 28-5-20  Duty Team each day

		<a href="#">17-04-2020/</a>		
		<p><b><u>Wearing of Gloves</u></b></p> <p>Gloves (ideally disposable) should be worn when cleaning aircraft or launch area, assisting at the launch or in the launch caravan.</p> <p>Frequent handwashing before and after touching anything that could be contaminated is a good alternative.</p>	<p>Provide special bins for disposing gloves and masks</p> <p>Staff and members to be reminded that wearing of gloves is not a substitute for good hand washing.</p>	<p>WR/MP</p> <p>28-5-20</p>
		<p><b><u>Flying 2 seater</u></b></p> <p>Flying 2 up in a 2 seater when both instructor and student have agreed and have to their knowledge not been in contact with anyone infected with Covid-19 in the last 7 days.</p> <p>Either in modified glider with separate cabins for instructor and pupil or with both instructor and pupil wearing face masks.</p>	<p>Additional cleaning and DI checks for separation shield.</p>	<p>RL</p> <p>30-6-20</p>
		<p><b><u>Air Experience Flights</u></b></p> <p>Limited air experience flights with pre-booking and limited numbers. Only in K21 with separate cabins or both instructor and passenger to use face covering.</p>	<p>Separate guidance required for AE flights must be available before starting</p> <p><b>Note: AE flights have not started</b></p>	<p>MP/WR</p>
		<p><b><u>Use of Club Rooms</u></b></p> <p>Club room may be used in line with government restrictions (currently max. 6 persons from up to 2 households, wearing masks). Main use to get snacks or drink.</p> <p>Avoid touching surfaces or clean before touch.</p>	<p>Minimise time spent in club room. In inclement weather go to Blister hanger for shelter to consume food / drink.</p> <p>Use one way system</p> <p>Guidance of limits and restrictions posted on door</p> <p><b>Note: Club room use has not started</b></p>	<p>MP</p>
		<p><b><u>Use of Briefing rooms</u></b></p> <p>Maximum of 4 people wearing face covering can use the briefing room at a time</p> <p>Avoid touching surfaces or clean before touch.</p>	<p>Limit time in briefing room</p> <p><b>Note: current government restrictions prevent use of briefing room</b></p>	
		<p><b><u>Use of accommodation by visiting pilots</u></b></p> <p>Visiting pilots can use accommodation. A limit to the number of rooms</p>	<p>Visitors must fill in contact details online before arriving</p> <p>see also "Visitor Guidelines"</p>	

	<p>occupied at the same time will be set by the office manager..</p> <p>Contract cleaning before use.</p> <p>Visitors must bring own bedding and towels</p>	<p>document, sent to visitors</p> <p><b>Note: Accommodation use has not yet started</b></p>	
	<p><b><u>Landout</u></b></p> <p>Retrieve crew bring cleaning materials to clean areas needing touched before derigging</p> <p>Follow social distancing rules when derigging glider</p>	<p>Go with multiple cars</p> <p>Retrieve crew bring cleaning materials</p> <p>Wear PPE (gloves, facemasks) where distancing not possible during derig</p> <p>On return journey have pilot in rear seat of car</p>	
	<p><b><u>Accident on the airfield</u></b></p> <p>Follow post-accident procedure (<a href="https://restart.scottishglidingcentre.com/docs/PostAccidentGuide.pdf">https://restart.scottishglidingcentre.com/docs/PostAccidentGuide.pdf</a>)</p> <p>Follow social distancing rules as far as possible</p>	<p>No crowds at accident site</p> <p>Wear PPE (gloves, facemask) when assisting injured pilot</p>	
	<p><b><u>Simulator Use</u></b></p> <p>All simulator controls to be cleaned before and after each use by the person using the simulator</p> <p>Simulator only to be used by a single person, instructor can observe from safe distance (2m).</p>	<p>Guideline poster at simulator</p> <p>wrap keyboard and mouse in clear plastic</p>	<p>WR/MP</p> <p>28-5-20</p>
	<p><b><u>Caravan Site</u></b></p> <p>Caravans only to be used when restrictions allow</p> <p>Only one person + family members in a caravan</p> <p>Owner is responsible for cleaning</p>	<p>Toilet block to be cleaned by user after use plus weekly contract cleaning</p> <p>Info sent out to caravan owners</p> <p>Water tap to be cleaned before and after use</p>	<p>WR/MP</p> <p>28-5-20</p> <p>DT</p> <p>3-7-20</p>
	<p><b><u>Contact Tracing</u></b></p> <p>Maintain log of who has been at the airfield on any given day.</p>		<p>MP / online</p> <p>ongoing</p>
	<p><b><u>Vulnerable Persons</u></b></p> <p>Members vulnerable to Covid-19 or with a vulnerable family member</p>		

		in the household are advised not to visit the airfield		
		<p><b>Symptoms of Covid-19</b></p> <p>If anyone becomes unwell with a new continuous cough or a high temperature they will not be allowed on the airfield and be advised to follow the stay at home guidance.</p> <p>If advised that a club member or a member of staff has developed Covid-19 and were recently at the airfield, the management team will identify people who have been in contact with them and will take any actions and precautions necessary.</p>	Online visitors log	CH 28-5-20

Notes: MP – Martin Phillimore, WR – Wolf Rossmann, CH – Colin Hamilton, RL-Richard Lucas, DT – Douglas Tait

Date	Name of Assessor / Reviewer	Signature
22-5-2020	W Rossmann	
5-7-2020	W Rossmann	
15-7-2020	W Rossmann	
31-8-2020	W Rossmann	
14-9-2020	W Rossmann	