

Your YOGA Time: COVID-19 Risk Assessment

Potential hazards/actions and persons at risk	Risk/s identified	Control measures - actions taken to mitigate risk	Additional notes and further control measures if required
Distance between clients' yoga mats	Ensuring clients can maintain 2 metres social distancing throughout the entire yoga session.	Green yoga mats will be positioned and staggered 2 metres apart from all sides (front, back, left and right), prior to the arrival of clients. These mats will highlight the set position that clients may use to ensure they can engage in a yoga session whilst maintaining 2 metres social distancing at all times.	Following their own risk assessment, the community centre will allow a maximum number of 30 people in the main hall. Given the yoga mat spacing the maximum class attendance will be set to 17.
Distance between teacher and clients	Ensure that the teacher maintains 2 metres social distancing from clients throughout the entire yoga session.	The yoga teacher's mat will be positioned 2 metres away from the front row. The yoga teacher will remain on that one mat throughout the entire session.	Verbal instructions and posture demonstrations performed from the front of the class will be the sole means of leading classes. There will be no one to one contact with clients and no close up one to one posture demonstrations.
Clients congregating in the entrance lobby before/after session	Possible "pinch point". Clients may find it difficult to maintain social distancing as area is confined, especially if they were to wait and/or chat together before or after sessions.	<p>All furniture has been removed from the entrance area to facilitate social distancing arrangements.</p> <p>2 metre spacing has been marked out in the entrance area and the corridor and signage is in place to remind visitors and also advise them not to wait / congregate in these areas.</p> <p>Access to the corridors has been restricted to those visitors using the meeting room only and signage is in place to confirm it.</p>	<p>Hand sanitiser to be checked daily, additional stock to keep this full is in place.</p> <p>Additional covered bins provided in all rooms, which will be emptied as part of the usual daily cleaning regime.</p> <p>All 'frequently touched' surfaces will be cleaned as part of the usual daily cleaning regime.</p> <p>Clients will be advised via email</p>

		A large hand sanitiser stand has been installed in the entrance lobby with relevant signage. Door handles and light switches to be cleaned regularly.	that they should wear a facemask when entering the community centre, not attend the yoga class until 5 mins before its start time and to enter the main hall immediately upon arrival. Facemasks can be removed once clients have entered the main hall.
Sharing of yoga mats provided in sessions	Mat could potentially be contaminated during a session.	<p>Clients will be instructed to bring their own yoga mats – no mats will be provided for use.</p> <p>Clients will not be permitted to join the class if they attend without their own mat.</p> <p>The mats laid out in the main hall are there for the sole purpose of marking out 2 metre social distancing. Clients may lay their personal mats on top of the mats used for marking 2 metre spacing.</p>	At the end of the session the clients will be safely provided with an antibacterial wipe so that they can wipe down the top surface of the '2 metre spacing' mats.
Sanitising yoga mats with antibacterial wipes provided	The safe distribution of antibacterial wipes by the teacher to the clients at the end of each session. Maintaining 2 metres social distancing.	Clients will be asked to stand at the left hand side just off of their mat. This will enable the yoga teacher to move through each row (one row at a time) leaving an antibacterial wipe at the right hand side of the mats. Please note that an average yoga mat measures 1.9 metres in length.	<p>Clients will be asked to start cleaning their mats from the right hand side thereby allowing time for the teacher to safely move in-between rows whilst maintaining 2 metres social distancing.</p> <p>The yoga teacher will wear a face mask whilst distributing the wipes.</p>
Safe disposal of antibacterial wipes used to sanitise mats	Used wipes would usually be placed in the community centre bins positioned in the entrance lobby.	The yoga teacher will bring a bin liner for all wipes to be disposed in. Clients will be asked to remain at 2 metres social distancing whilst placing the wipes in the	The yoga teacher will tie up the bin liners and dispose of them safely in the community centres large external waste bins.

		bin liners provided. Two bin liners will be placed in 2 opposite corners of the main hall.	
Collection of cash payments – distribution of cash change to/from clients	Cash (notes and coins) could potentially be transmitters of COVID-19 as they are extremely difficult to sanitise. Maintaining social distancing while cash transactions occur.	<p>Clients now have the option to pay for their yoga sessions electronically via a bank transfer. Clients will be provided with bank transfer information upon request.</p> <p>Clients will be advised to bring the correct change if they intend to pay in cash. No change will be provided.</p> <p>Clients will place their cash payments in an honesty tin that will be placed on the floor near to the main hall entrance doors.</p>	<p>Clients will be advised via email of the new electronic bank transfer option and urged to use it where possible and if comfortable.</p> <p>Clients may request bank transfer information via email. They will be provided with the details electronically.</p>
One to one modification of yoga pose between teacher and client	Unable to maintain social distancing whilst giving one to one modifications.	<p>The yoga teacher will not leave their yoga mat during the class.</p> <p>No supported physical adjustments will be given.</p>	Verbal instructions and posture demonstrations performed from the front of the class will be the sole means of leading classes.
Floor and surface cleanliness of community centre main hall and adequate ventilation - entrance door handles and light switches	Door handles, light switches, heater controls, tables and chairs, all surfaces (including floor) most likely to be infected by people carrying the virus.	<p>Door handles, light switches, heater controls, tables and chairs used during a room hire will be cleaned by the community centre caretaking staff each day as part of their daily cleaning regime.</p> <p>Undertake additional cleaning of door handles 10 mins prior to client arrival.</p> <p>Clients reminded of the Catch it, Bin it, Kill it ! protocol and encouraged to wash hands regularly.</p>	<p>All 'frequently touched' surfaces will be cleaned as part of the usual daily cleaning regime.</p> <p>Revised Social Distancing maximum occupancy level – 17 people with pre-spaced mats.</p> <p>Community centre caretaking staff to leave some of the high-level windows open, whilst weather permits, to promote flow of fresh/clean air.</p>

<p>Maintaining a 100% accurate client attendee log with corresponding contact details (telephone no. and email) in order to fulfil the statutory requirement to pass information to the NHS track and trace system should it be deemed necessary and requested</p>	<p>Clients not using the online electronic booking system, which ensures accurate class attendee logs are maintained with corresponding contact details.</p> <p>Client contact details changed (email and/or phone no.) and teacher not informed.</p> <p>Clients arriving late to class and teacher forgetting to log attendance.</p>	<p>Clients will only be allowed to take part in a yoga class after booking in online via the youryogatime.com website (electronic booking can also be completed on youryogatime's Facebook page).</p> <p>Clients must book in online prior to the class. Clients that arrive at a class whom have not booked in will be asked to leave.</p> <p>The electronic online booking system has been updated to capture the client's most up-to-date email address and telephone number. (All information and data is end to end encrypted).</p> <p>Clients will not be permitted to enter the yoga class 5 mins after its start time.</p>	<p>The electronic online booking system is the most efficient and effective way to maintain 100% accurate records of class attendees and related contact information.</p> <p>If a case of COVID-19 is reported by any clients that have attended a class the other class attendees can be notified via email or text within minutes and records immediately passed to NHS track and trace.</p>
<p>A new client arrives at a yoga session unannounced and for the first time</p>	<p>The new client will not have completed the mandatory Health and Safety form.</p> <p>They will also not have booked into the session using the electronic system and as such, no contact details or class attendance information will be logged.</p>	<p>The new client will be instructed to complete the mandatory Health and Safety form and bring it to the next session they attend in a sealed envelope.</p> <p>A paper copy of the form can be provided if requested. The new client may also download and print their own copy of the form from the YourYoga Time website.</p> <p>They will not be admitted to the class – they will be instructed to book into the next available class using the online system.</p>	<p>New clients may only attend a class if they have completed the Health and Safety form and booked in using the online system.</p>