

CORONAVIRUS RISK ASSESSMENT

(1) Supply of Cave Keys at the HQ

Identification of Activity and Situation

South Wales Caving Club (SWCC) is making available keys to Ogor Ffynnon Ddu and other caves for camping residents and day visitors to the HQ, subject to the prevailing Welsh Government rules and guidelines. There will be no access to the main buildings but for the purpose of obtaining keys, there will be access to the Cottages Nos.3/4 porch. Keys and documentation will be in the porch, inside the outer door. Key users will also have access to the toilets and wash basin.

Who Is At Risk?

Anybody taking out or replacing a cave key. SWCC has no control over key availability to people at enhanced risk; they must make their own assessment.

How Likely Is Coronavirus Exposure?

The frequency of key use usually will be relatively low and it is likely that any virus on surfaces will have deactivated between visits, indicating the need for basic precautions only.

Risk Removal or Control Actions

The layout at the HQ does not enable removal of the risk so control actions will be required. As the Cottages will not have anybody acting as a Duty Officer, key users will be responsible themselves for maintaining a Coronavirus-safe environment whilst at the HQ.

In addition, there is a risk of Coronavirus transmission should caving parties come into close contact in a restricted area of a cave. Cavers will be responsible for avoiding contacts.

Where Control Actions are Required

Contact Surfaces

Doors	Door handles and locks	Door locks
Toilets	Cistern handles	Sink taps
Hut sheets	Cave routes	Signing-in pens
Cave key safes and keys	Whiteboard and pens	

Distancing

Cottages Nos.3/4 porch	Inside caves	
In Cottages Nos.3/4 porch, neither 2m distancing nor distancing with mitigation is possible. Distancing in caves is controllable		

Control Actions

Access to Cottage No.3 bunkroom will be blocked; all other rooms will be accessible.

Everybody using the building will be required to wash their hands with soap and water. Soap and disposable towels will be provided inside and in the gear washdown area.

Only one person at a time may enter the building, either for the purpose of signing-in, obtaining/returning keys or using the toilets.

Visitors must sign-in using the visitors book. Signing-in is a requirement for compliance with the Welsh Government *Test Trace Protect* strategy.

The Leader of each visiting group must complete an *SWCC Cave Keys User Log Sheet* accurately recording all of the details. This is to comply with the Welsh Government Test Trace Protect strategy. The other members of the party should enter their personal details.

Each group must write on the whiteboard provided, its route plan. The route must avoid any likely contact with groups already in the cave. The route should be removed from the whiteboard on return.

Anyone who develops Coronavirus symptoms at or soon after visiting the HQ must self-isolate as soon as possible and arrange for a test. If the test is positive, they must advise the contact tracing service that SWCC should be called for details of people with whom they may have had contact. The Club's Coronavirus Officer will be responsible for providing the details.

The Club will run a pilot scheme for on-line trip tickets which visitors are strongly encouraged to use in addition to filling in the sheets manually as above.

Notices will be displayed telling visitors how to behave in a Coronavirus-safe way.

SWCC Risk Management Advisory Group (30th July 2020)	
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