

POINT YACHT CLUB

(Affiliated Institution Name)

Tool 3: Covid-19 Secure Affiliated Institution Opening check-list

Action	Check	Date	Comment
Are you aware of all relevant, current Government guidance, statutory requirements and checked with your insurers?	yes	14 July 2020	
Are you confident you can offer an appropriately 'Covid secure' environment for your members?	yes	14 July 2020	
Have you carried out a satisfactory risk assessment for any proposed activities?	Yes	14 July 2020	
Do you have a pre screening and temperature checks in place in line with all requirements laid out for all persons visiting your site?	Yes	14 July 2020	
Will you complete the required disinfection and cleaning of sporting venue as required by the regulations?	Yes	14 July 2020	
Have you taken appropriate steps to mitigate against the risk of infection amongst staff, volunteers and members?	Yes	14 July 2020	
Have you taken into account to ensure all control measures are in place and will be adhered to at all times?	Yes	14 July 2020	

Have you taken appropriate actions to mitigate against the risk of requiring the emergency services?	yes	14 July 2020	
Have you effectively communicated any new operating procedures with your members, staff and volunteers?	no	14 July 2020	We will communicate with members once our Operational Plan and Risk Assessment have been approved
How will you manage a contact or suspected contact with Covid-19?	As per annexure I	14 July 2020	
How will you handle situations where club rules and guidance in relation to Covid -19 are not followed?	As per annexure J	14 July 2020	
Do you have a plan to review all of the above weekly?	Yes	14 July 2020	



M.R. WHITE



C.P.Sutton

Signature - Affiliated Institution Commodore/Chairman

Signature - Covid Compliance Officer