

# HELSTON ATHLETIC FOOTBALL CLUB

## Return to Football COVID-19 Risk Assessment.

*If used you should amend through overtyping and deleting as appropriate for your Club.*

<b>Name of Risk Assessor:</b> Paul Hendy (Club COVID-19 Officer)	<b>Date of Assessment:</b> Initial: 20/07/20 - Issue 1, Rev: 22/08/20 - Iss 2, Rev: 03/09/20 - Iss 3, Rev: 24/09/20 - Iss 4, 27/09/20 - Iss 5, 16/10/20 - Iss 6	<b>Assessment Review Date:</b> Weekly / Upon receipt of revised legislation / guidance
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### Identify the Activity and Persons at Risk

<b>Describe the activity:</b> Training / Matchday Football	<b>Who might be harmed?</b> Players, Officials, Staff, Volunteers and Spectators.	<b>Frequency of activity:</b> Weekly from July to May - mainly weekends and midweek evenings
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This risk assessment is part of *Helston Athletic FC's* match-day safety management strategy that is held within the Club's Matchday Operations Manual.

WHAT ARE THE HAZARDS	CONTROLS REQUIRED	ADDITIONAL CONTROLS	ACTION BY WHOM?	ACTION BY WHEN?	DATE COMPLETE
<b>Spread of COVID - 19</b>	<b>GENERAL</b> <b>ALL attendees to be reminded to undertake self-assessment for any COVID-19 symptoms prior to entering ground.</b> <b>Promoting good hygiene</b> <ul style="list-style-type: none"> <li>Provision of hand sanitiser throughout clubhouse and changing rooms</li> <li>Clear signage to hand washing areas</li> <li>Ensure all handwashing and sanitiser facilities are in good working order and suitably stocked</li> <li>Provision of hygiene standards promotional posters throughout clubhouse and changing rooms</li> <li>Provision of disposal paper towels at all handwashing stations</li> </ul>	<ul style="list-style-type: none"> <li>Clear and visible signage to be permanently displayed at all ground entrances</li> <li>Hourly check process (sanitiser, soap and paper towels and handwashing stations)</li> <li>Daily stock check (sanitiser, soap and paper towels)</li> <li>Daily check (promotion posters and signage)</li> <li>Train all workers on new protocols and the important of good hygiene</li> </ul>	Paul Hendy	04/07/2020	03/07/2020
			Sandra Egan	04/07/2020	ONGOING



	<p><b>Training / Matchdays</b></p> <ul style="list-style-type: none"> <li>• Competitive training sessions will be limited to 30 people including coaching staff</li> <li>• Pre-training player / coach screening to be undertaken</li> <li>• In support of NHS Track and Trace, names and contact details of all attendees will be collected and retained for 21 days</li> <li>• All equipment must be cleaned prior to and after use</li> <li>• Any symptomatic players or coaches, or those living with someone who is symptomatic, must self-isolate at home and not attend</li> <li>• Changing rooms will be unavailable</li> <li>• Attendees to supply own drink bottle/s (labelled)</li> <li>• Use of bibs to be avoided. If used not to be swapped. All bibs to be immediately washed after use.</li> <li>• Indoor training is prohibited</li> </ul>	<ul style="list-style-type: none"> <li>• All attendees to sanitise hands upon arrival and immediately after training.</li> <li>• Pre-training symptomatic questionnaire to be completed for attendees</li> <li>• Pre-training temperature checks to be undertaken of all attendees prior to training</li> <li>• Changing rooms to remain locked</li> <li>• Social distancing to be maintained as much as possible</li> <li>• Soiled bibs to returned to a single bag, by player, post session</li> </ul>	<p>(a) Committee (b) Managers (c) Coaches (d) Players</p>	<p>01/08/2020</p>	<p>02/08/2020</p>
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	<p><b>Travel</b></p> <ul style="list-style-type: none"> <li>• The use of public transport to be avoided</li> <li>• Participants should walk or cycle if possible</li> <li>• Players to be encouraged to arrive for training and matches in own personal car if unable to walk or cycle.</li> <li>• People from same household or support bubble can travel together</li> <li>• Where shared travel is unavoidable, individuals should aim to travel with same people each time</li> <li>• Coach travel to be utilised as last resort.</li> </ul> <p><b>Welfare</b></p> <ul style="list-style-type: none"> <li>• All players, officials, volunteers and supporters to undertake self-assessment for any COVID-19 symptoms prior to leaving home.</li> <li>• Verbal check for symptoms to take place prior to all training sessions and matches.</li> <li>• Attendees to supply own drink bottle (labelled).</li> <li>• Post session / match players to refrain from any contact</li> </ul>	<ul style="list-style-type: none"> <li>• Drivers / all passengers advised to keep vehicles well ventilated and encourage to wear a face covering</li> <li>• Upon arrival at training / matches, drivers, where possible, to park vehicle one car width away from other vehicles</li> <li>• Temperature checks of all personnel prior to embarking any club arranged transport</li> <li>• Face-masked to be worn by all travelling on hired transport</li> </ul> <ul style="list-style-type: none"> <li>• Pre-match symptomatic questionnaire to be completed for attendees upon arrive for training / match</li> <li>• Pre-training / match temperature checks to be undertaken of all attendees</li> <li>• All attendees to be regularly reminded of the importance and requirements of social distancing, hand cleaning, sanitizing etc</li> <li>• Facemasks to be worn by all enter clubhouse until seated.</li> <li>• No half-time / post-match hospitality</li> </ul>	<p>(a) Committee (b) Managers (c) Coaches (d) Players</p> <p>(a) Managers (b) Coaches (c) Players</p>	<p>01/08/2020</p> <p>20/07/2020</p>	<p>24/09/2020</p> <p>24/09/2020</p>
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	<p><b>Equipment</b></p> <ul style="list-style-type: none"> <li>Balls, cones, goalposts etc must be regularly wiped down with an appropriate sanitiser after every session. Facemasks and gloves are strongly recommended when carrying out this task.</li> </ul> <p><b>Medical / Physiotherapy</b></p> <ul style="list-style-type: none"> <li>PPE in line with Public Health England recommendations to be worn by any individual administering first aid or carrying out physiotherapy activities</li> <li>First aiders must ensure their qualifications are in date respective to governing body i.e. FA</li> </ul> <p><b>Players - Facilities / Changing Rooms</b></p> <ul style="list-style-type: none"> <li>Changing rooms to be used on matchdays for changing and showering purposes only</li> <li>Use of changing rooms to be limited to maximum number at any one time</li> <li>Safe system of access / egress</li> </ul>	<ul style="list-style-type: none"> <li>PPE, sanitiser spray and wipes to be issued to individual team managers / coaches</li> <li>Club EAP to be updated to include COVID-19 requirements</li> <li>First Aid health records to detail pre-training health checks</li> <li>Maximum changing room occupancy to be displayed on individual changing room entrances</li> <li>Home team to change in clubhouse function room until two dedicated changing rooms are available. Minor works required.</li> <li>No more than three individuals to shower in any changing room at any one time</li> <li>Away teams to be allocated two changing rooms. Hazard tape to be applied to seating to encourage social distancing</li> <li>Manager team talks to be conducted outside</li> </ul>	<p>(a) Managers (b) Coaches (c) Players</p> <p>(a) Managers (b) Coaches (c) Players</p> <p>Paul Hendy</p>	<p>20/07/2020</p> <p>20/07/2020</p> <p>05/09/2020</p>	<p>19/07/2020</p> <p>20/07/2020</p> <p>ONGOING</p>
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	<p><b>Spectators</b></p> <ul style="list-style-type: none"> <li>• From 24/08/20 - on the day ticket sales limited to 150. Maximum ground capacity limited to 300 to allow for season ticket holders and complimentary attendees.</li> <li>• Spectators groups limited to no more than 6 individuals or household / social bubbles</li> <li>• Government Social distancing requirements to be maintained between individuals / groups</li> <li>• Hygiene points to clearly identified</li> <li>• Track &amp; Trace - record of attendees and contact details to be recorded.</li> <li>• COVID-19 symptom signage to displayed at ground entry gates</li> <li>• Individuals feeling unwell to leave ground, if safe to so. Emergency services, family member or friend to be called to collect as required.</li> <li>• Social Distancing non-compliance. Public Announcements, direct conversations, ground removal.</li> </ul> <p><b>Boardrooms / Hospitality</b></p> <ul style="list-style-type: none"> <li>• No hospitality required. If provided risk assessment review required</li> </ul>	<ul style="list-style-type: none"> <li>• Single ground entry / exit gate</li> <li>• Separate clicker counters for paying Spectator and Season Ticket / Complimentary entrants</li> <li>• Pre-match ticket sales for higher profile matches</li> <li>• Social distancing requirements – signage / PA announcements</li> <li>• Pitch barrier spectator markings</li> <li>• Grandstand seat restrictions</li> <li>• Ground entry gate track and trace book / Q-Code App</li> <li>• No match-day programmes / team-sheets</li> </ul>	<p>Committee</p>	<p>25/08/2020</p>	<p>24/09/2020</p>
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	<p><b>Clubhouse / Bar</b></p> <ul style="list-style-type: none"> <li>• Provision of signage</li> <li>• In support of NHS Track and Trace, names and contact details of all attendees will be collected and retained for 21 days</li> <li>• Review of walkways to reduce congestion and contact between users</li> <li>• Regulate the entry to clubhouse to avoid overcrowding</li> <li>• Apply appropriate distancing markings where queueing is likely</li> <li>• One-way arrow markings to help foot traffic management</li> <li>• Single use doorways to avoid congestion i.e. one-way only entrances / exits</li> <li>• Single / limited use of toilet facilities to avoid congestion in confined spaces</li> <li>• Electronic payments preferred.</li> <li>• Procedure for cash payments</li> </ul>	<ul style="list-style-type: none"> <li>• Facemasks to be worn when entering / exiting clubhouse and until seated</li> <li>• Facemasks to be worn when not seated</li> <li>• Restricted takeaway service on matchdays. Table service at all other times</li> <li>• Doorways wedged open, where safe to do so, to reduce hand contact.</li> <li>• External doors left open to increase ventilation flow</li> <li>• Sanitiser wipes and gel located at known contact points</li> </ul>	<p>(a) Committee (b) Employees</p>	<p>04/07/2020</p>	<p>04/07/2020</p>
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	<p><b>Blues Kitchen / Spectator Refreshments</b></p> <ul style="list-style-type: none"> <li>• Kitchen access restricted</li> <li>• Social distance queueing</li> <li>• Cashless payments</li> </ul> <p><b>Volunteers</b></p> <ul style="list-style-type: none"> <li>• Any symptomatic volunteer, or those living with someone who is symptomatic, must self-isolate at home and not attend</li> <li>• PPE to be supplied if requested by an individual. i.e. gloves, facemask, visor etc</li> </ul> <p><b>Youth Players (Aged 16 / 17)</b></p> <ul style="list-style-type: none"> <li>• Parent written consent letter advisory.</li> </ul>	<ul style="list-style-type: none"> <li>• No unauthorised matchday access to kitchen</li> <li>• Roller shutter to remain closed</li> <li>• Provision of kitchen card payment machine</li> <li>• External service window - restricted area to be marked out</li> </ul> <ul style="list-style-type: none"> <li>• Volunteer briefing on risks, available PPE and requirement to regularly wash hands and use sanitiser</li> </ul> <ul style="list-style-type: none"> <li>• No youth player to represent senior club side without parent written consent.</li> </ul>	<p>(a) Committee (b) Employees</p> <p>Committee</p> <p>Team Secretary</p>	<p>04/07/2020</p> <p>04/07/2020</p> <p>31/07/2020</p>	<p>ONGOING</p> <p>04/07/2020</p> <p>04/08/2020</p>
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