

EXMOUTH TOWN FOOTBALL CLUB

Return to Football COVID-19 Risk Assessment.

Name of Risk Assessor: Bob Chard (Club COVID-19 Officer)	Date of Assessment: 27/07/20	Assessment Review Date: Weekly / Upon receipt of revised legislation / guidance
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Identify the Activity and Persons at Risk

Describe the activity: Training / Matchday Football	Who might be harmed? Players, Officials, Staff, Volunteers and Spectators.	Frequency of activity: Weekly – mainly Saturday afternoons or midweek evenings
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This risk assessment is part of EXMOUTH TOWN FC's match-day safety management strategy. A copy has been given to all team managers and is also available behind the bar

WHAT ARE THE HAZARDS	CONTROLS REQUIRED	ADDITIONAL CONTROLS	ACTION BY WHOM ?	ACTION BY WHEN?	DATE COMPLETE
Spread of COVID - 19	<p>GENERAL</p> <p>ALL attendees to be reminded to undertake self-assessment for any COVID-19 symptoms prior to entering ground.</p> <p>Promoting good hygiene</p> <ul style="list-style-type: none"> <input type="checkbox"/> Provision of hand sanitiser throughout clubhouse and changing rooms <input type="checkbox"/> Clear signage to hand washing areas <input type="checkbox"/> Ensure all handwashing and sanitiser facilities are in good working order and suitably stocked <input type="checkbox"/> Provision of hygiene standards 	<ul style="list-style-type: none"> <input type="checkbox"/> Clear and visible signage to be permanently displayed at all ground entrances <input type="checkbox"/> Regular check process (sanitiser, soap and paper towels and handwashing stations) <input type="checkbox"/> Regular stock check (sanitiser, soap and paper towels) <input type="checkbox"/> Regular check (promotion posters and signage) 	<p>Bar staff, cleaners and team managers</p> <p>Bar staff, cleaners</p> <p>Vice Chairman and Directors</p>	<p>4th July for bar area Changing rooms when in use</p> <p>From 4th July</p> <p>From 4th July</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>

	<p>promotional posters throughout clubhouse and changing rooms</p> <p><input type="checkbox"/> Provision of disposal paper towels at all handwashing stations</p>	<p><input type="checkbox"/> Train all workers on new protocols and the important of good hygiene</p>	<p>Bar Manager/ Vice Chairman</p> <p>Cleaning staff</p>	<p>From 4th July</p>	<p>Ongoing</p> <p>Ongoing</p>
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	<p>Keeping facilities and equipment clean</p> <ul style="list-style-type: none"> <input type="checkbox"/> Daily cleaning throughout the clubhouse following a trading period <input type="checkbox"/> Changing areas to be cleaned after occupation <input type="checkbox"/> Identification of high contact points for more regular cleaning (e.g. door handles, rails, bar top, table tops) <input type="checkbox"/> Frequent cleaning of work areas and equipment between use <input type="checkbox"/> Provision of waste facilities <input type="checkbox"/> Follow Public Health England guidance if a COVID-19 case is reported at the facility <p>Maintaining social distancing and avoiding congestion</p> <ul style="list-style-type: none"> <input type="checkbox"/> Provision of signage to help people find their destination more quickly <input type="checkbox"/> Review of how people walk through clubhouse / changing rooms to reduce congestion and contact <input type="checkbox"/> Regulate the entry to clubhouse / changing rooms to avoid overcrowding <input type="checkbox"/> Apply appropriate markings where possible to the clubhouse / changing rooms areas where queueing is likely <input type="checkbox"/> One-way arrow markings to help foot traffic management <input type="checkbox"/> Single use doorways to avoid congestion i.e. one-way only entrances / exits <input type="checkbox"/> Single / limited use of toilet facilities to avoid congestion in confined spaces 	<ul style="list-style-type: none"> <input type="checkbox"/> Weekly stock check (cleaning products) <input type="checkbox"/> Empty waste facilities regularly <input type="checkbox"/> Train all workers on Public Health England guidance for reported Covid-19 cases <ul style="list-style-type: none"> <input type="checkbox"/> Monitor effectiveness, especially at peak times <input type="checkbox"/> Train workers to promote compliance to facility users <input type="checkbox"/> Train workers to report /deal with issues of non-compliance <input type="checkbox"/> Regular check (promotion posters and signage) 	<p>Cleaning team</p> <p>Cleaning team</p> <p>Vice Chairman</p> <p>Bar Staff</p> <p>Directors</p> <p>Directors</p> <p>Bar staff/ Directors</p> <p>Directors</p> <p>Directors</p> <p>Directors/ bar staff Directors and Committee</p> <p>AS Above</p>	<p>In place from 4th July</p> <p>From 28th July</p> <p>Commenced pre 4th July</p> <p>4th July</p> <p>Immediate</p> <p>Signage and procedures have been in place since 4th July</p> <p>This includes a one way system at the bar, social distancing signage</p> <p>Tables spaced in accordance with Government guidelines</p> <p>Glassware collection point</p> <p>Separate toilet blocks with defined access for Men, women and staff</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>All ongoing</p>
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	<p>SPECIFIC</p> <p>Training</p> <ul style="list-style-type: none"> <input type="checkbox"/> Competitive training sessions will be limited to 30 people including coaching staff <input type="checkbox"/> Pre-training player / coach screening to be undertaken <input type="checkbox"/> In support of NHS Track and Trace, names and contact details of all attendees will be collected and retained for 21 days <input type="checkbox"/> All equipment must be cleaned prior to and after use <input type="checkbox"/> Any symptomatic players or coaches, or those living with someone who is symptomatic, must self-isolate at home and not attend <input type="checkbox"/> Changing rooms will be unavailable <input type="checkbox"/> Attendees to supply own drink bottle/s (labelled) <input type="checkbox"/> Use of bibs to be avoided. If used not to be swapped. All bibs to be immediately washed after use. <input type="checkbox"/> Indoor training is prohibited 	<ul style="list-style-type: none"> <input type="checkbox"/> All attendees to sanitise hands upon arrival and immediately after training. <input type="checkbox"/> Pre-training symptomatic questionnaire to be completed for attendees <input type="checkbox"/> Pre-training temperature checks to be undertaken of all attendees prior to training <input type="checkbox"/> Changing rooms to remain locked <input type="checkbox"/> Social distancing to be maintained as much as possible <input type="checkbox"/> Soiled bibs to returned to a single bag, by player, post session 			
			Team managers and coaches	28 th July	Ongoing until a change is allowed
			Covid Manager Team Managers	ASAP	On acquisition of thermal thermometers
			Players, coaches	28 th July	Ongoing
			Covid Manager/ Team Managers	28 th July	Ongoing
			Covid Manager/ Team Managers	ASAP	On acquisition of thermal thermometers
			Covid Manager/ Team Managers	28 th July	Ongoing
					Ongoing
			Covid Manager Team managers		ongoing

	<p>Equipment</p> <ul style="list-style-type: none"> <input type="checkbox"/> 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. <p>Medical / Physiotherapy</p> <ul style="list-style-type: none"> <input type="checkbox"/> PPE in line with Public Health England recommendations to be worn by any individual administering first aid or carrying out physiotherapy activities <input type="checkbox"/> First aiders must ensure their qualifications are in date respective to governing body i.e. FA <p>Players - Facilities / Changing Rooms</p> <ul style="list-style-type: none"> <input type="checkbox"/> Changing rooms to be used on matchdays for changing and showering purposes only <input type="checkbox"/> Use of changing rooms to be limited to maximum number at any one time <input type="checkbox"/> Safe system of access / egress 	<ul style="list-style-type: none"> <input type="checkbox"/> PPE, sanitiser spray and wipes to be issued to individual team managers / coaches <input type="checkbox"/> Club EAP to be updated to include COVID-19 requirements <input type="checkbox"/> First Aid health records to detail pre-training health checks <input type="checkbox"/> Maximum changing room occupancy to be displayed on individual changing room entrances <input type="checkbox"/> Home team to change / shower in limited number groups <input type="checkbox"/> Away team to change / shower in limited number groups <input type="checkbox"/> Manager briefings to be conducted outside 	<p>Directors</p> <p>Covid Manager</p> <p>Covid Manager Club Secretary</p> <p>Club Secretary</p> <p>Covid Manager/ Team Managers</p>	<p>28th July</p> <p>1st August</p> <p>28th July</p> <p>28th July</p> <p>On commencement of matches</p>	<p>Ongoing</p> <p>Ongoing</p>
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	<p>Match Officials</p> <ul style="list-style-type: none"> <input type="checkbox"/> Safe exchange of team sheets <input type="checkbox"/> Safe method of match fee / expenses payment <input type="checkbox"/> Tunnel Management <p>Technical Areas</p> <ul style="list-style-type: none"> <input type="checkbox"/> Additional seating in support of social distancing <input type="checkbox"/> Increase size of technical area <p>Warm Up Areas</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sufficient distance required between individual dedicated warm up areas for home team, away and match officials <p>Spectators</p> <ul style="list-style-type: none"> <input type="checkbox"/> No spectators permitted at the current time <p>Boardrooms / Hospitality</p> <ul style="list-style-type: none"> <input type="checkbox"/> No hospitality required. If provided risk assessment review required 	<ul style="list-style-type: none"> <input type="checkbox"/> Team sheets to be shared by SMS / Messenger <input type="checkbox"/> Match fee payment by BAC's <input type="checkbox"/> Away team exit / enter changing rooms ahead of hosts <input type="checkbox"/> additional seats - home dugout <input type="checkbox"/> additional seats - away dugout <input type="checkbox"/> Dugouts to be extended towards corner flags <input type="checkbox"/> Plan drawings identifying respective warm up areas to be displayed in changing rooms <input type="checkbox"/> Risk Assessment review to be undertaken upon notification of revision on spectator guidance 	<p>Club Secretary</p> <p>Vice Chairman</p> <p>Match Day Manager</p> <p>Ground staff</p> <p>Covid manager</p>	<p>When games recommence</p> <p>In line with first match</p> <p>As above</p>	
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	<p>Clubhouse / Bar</p> <ul style="list-style-type: none"> <input type="checkbox"/> Provision of signage <input type="checkbox"/> In support of NHS Track and Trace, names and contact details of all attendees will be collected and retained for 21 days <input type="checkbox"/> Review of walkways to reduce congestion and contact between users <input type="checkbox"/> Regulate the entry to clubhouse to avoid overcrowding <input type="checkbox"/> Apply appropriate distancing markings where queueing is likely <input type="checkbox"/> One-way arrow markings to help foot traffic management <input type="checkbox"/> Single use doorways to avoid congestion i.e. one-way only entrances / exits <input type="checkbox"/> Single / limited use of toilet facilities to avoid congestion in confined spaces <input type="checkbox"/> Electronic payments preferred. <input type="checkbox"/> Procedure for cash payments <p>Volunteers</p> <ul style="list-style-type: none"> <input type="checkbox"/> Any symptomatic volunteer, or those living with someone who is symptomatic, must self-isolate at home and not attend <input type="checkbox"/> PPE to be supplied if requested by an individual. i.e. gloves, facemask, visor etc 	<ul style="list-style-type: none"> <input type="checkbox"/> One metre restricted access area clearly marked out surrounding customer side of bar. Entry only permitted when staff have stepped back. <input type="checkbox"/> Reduced tables / seating and pool tables removed to allow increased social distancing. <input type="checkbox"/> Doorway wedged open, where safe to do so, to reduce hand contact. <input type="checkbox"/> External doors left open to increase ventilation flow <input type="checkbox"/> Sanitiser wipes and gel located at known contact points <ul style="list-style-type: none"> <input type="checkbox"/> Volunteer briefing on risks, available PPE and requirement to regularly wash hands and use sanitiser 		<p>These areas have all been addressed since 4th July</p>	<p>Ongoing</p>
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	Youth Players (Aged 16 / 17) <input type="checkbox"/> Parent written consent letter advisory.	<input type="checkbox"/> No youth player to represent senior club side without parent written consent.			
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