



## COVID 19 RISK ASSESSMENT and Action Plan for Stonehouse Town Football Club July 31<sup>st</sup>, 2020

**COVID-19 OFFICER: Ian Neville**



As a responsible grassroots football club, we at Stonehouse Town Football Club (STFC) undertake to protect from harm all people impacted by the club, and this includes taking reasonable steps to protect our members, visitors, players and others from coronavirus COVID-19. The following is an assessment of the risks we expect to encounter from COVID-19, and the proposed actions to eliminate or mitigate those risks (the Risk Assessment and Action Plan – RA).

We are looking to:

- identify what activity or situations might cause transmission of the virus, within the main Ground and also on the Oldends Lane Playing Fields at the rear of the Ground, as well as when STFC members and associates travel to away matches
- think about who could be at risk
- decide how likely it is that someone could be exposed
- act to remove the activity or situation, or if this isn't possible, control the risk.

When completing the assessment and during its application, we must include all our stakeholders, including visitors, to explain the measures we are taking, especially because anyone can provide valuable information on how we could eliminate or control the risks. Further, we must also monitor this Risk Assessment and Action Plan to make sure that what we have put in place is working as expected and continues to address its main objectives.

The document is divided into three broad sections:

1. General Covid-19 Hazards
2. General, more STFC-specific, Hazards
3. General, more STFC-Youth-specific, Hazards.

All participants in STFC activities must be made aware of this RA, and be advised to read and assimilate the whole RA even if there are sections within the RA that seem more relevant to some compared with other areas: the RA needs to be taken as a whole document – all sections are inter-related.

N.B. In the UK some rules such as social distancing may be different in each of the devolved nations, but this Assessment has been drawn up under the rules currently applicable in England. Where Government Covid-19 policy changes and therefore differs from this RA, the Government changes are applicable immediately at the date the Government proposes, and override any statement to the contrary within this RA – the RA will be updated to reflect the changes as soon as possible.

## 1. General Covid-19 Hazards

What are the hazards?	Who might be harmed and how?	Controls required	Additional Controls What further action do we need to consider controlling the risks?	Action by whom?	Action by when?	Date complete
<b>1 Getting or spreading coronavirus by not washing hands or not washing them adequately</b>	<ul style="list-style-type: none"> <li>• Players</li> <li>• Spectators and Customers</li> <li>• Contractors</li> <li>• Visitors</li> </ul>	<ul style="list-style-type: none"> <li>- Follow guidance on cleaning, hygiene and hand sanitiser</li> <li>- Provide water, soap and drying facilities at wash stations</li> <li>- Provide information on how to wash hands properly and display posters</li> <li>- Provide hand sanitiser for the occasions when people can't wash their hands</li> </ul>	<p>Put in place monitoring and supervision to make sure people are following controls:</p> <ul style="list-style-type: none"> <li>- Put signs up to remind people to wash their hands</li> <li>- Provide information to our Players and others about when and where they need to wash their hands</li> <li>- Identify if and where additional hand washing facilities may be needed</li> <li>- If people can't wash hands, provide information about how and when to use hand sanitiser</li> <li>- Identify how we are going to replenish hand washing/sanitising facilities</li> <li>- Ensure regular stock checks (at least half hourly on match days)</li> </ul>	<b>All Committee members</b>	<b>First home game of the season</b>	
<b>2 Getting or spreading coronavirus in common use, high traffic, areas such as social places, corridors, toilet facilities, entry/exit points to facilities, changing rooms and other communal areas</b>	<ul style="list-style-type: none"> <li>• Players</li> <li>• Spectators and Customers</li> <li>• Contractors</li> <li>• Visitors</li> </ul>	<p>Identify:</p> <ul style="list-style-type: none"> <li>- areas where people will congregate, e.g. changing rooms, kitchens etc</li> <li>- areas where there are pinch points, meaning people can't meet the social distancing rules, e.g. narrow corridors, doorways</li> <li>- areas and equipment where people will touch the same surfaces</li> <li>- areas and surfaces that are frequently touched but are difficult to clean</li> <li>- communal areas where air movement may be less than in other work areas, e.g. kitchens</li> </ul>	<p>Agree the combination of controls we will put in place to reduce the risks. This can include but is not limited to:</p> <ul style="list-style-type: none"> <li>- limiting the number of people in rooms so that social distancing rules can be met, e.g., have maximum occupancy numbers for changing rooms e.g. 11 plus coaches?</li> <li>- changing rooms must become for changing and showering only, and these actions must be done quickly</li> <li>- insist on all team get-togethers before, during and after training, and matches, be held outside</li> <li>- reorganise facilities in communal areas, such as spacing out tables in rooms etc so that social distancing rules can be met</li> <li>- increase the use of online meeting facilities for Committee meetings etc.</li> </ul>	<b>All Committee members</b>	<b>First home game of the season</b>	

		<p>with no opening windows or mechanical ventilation</p> <ul style="list-style-type: none"> <li>- areas that need clear signage to enforce protocols</li> </ul>	<ul style="list-style-type: none"> <li>- put in place one-way systems in corridors to manage the flow of people moving around</li> <li>- leave non-fire doors open to reduce the amount of contact with doors and also potentially improve ventilation</li> <li>- put in place monitoring and supervision to make sure people are following controls put in place, e.g. following hygiene procedures, washing hands, following one-way systems</li> <li>- encourage near-miss reporting to help identify where controls cannot be followed, or people are not doing what they should</li> <li>- provide PPE for Volunteers to safely work and support operations. For example: <ul style="list-style-type: none"> <li>• Gloves/face masks/coverings for those undertaking cleaning of equipment or indoor spaces.</li> <li>• Plastic Screens for those volunteers serving/selling hot and cold drinks or taking gate receipts.</li> <li>• Ensure that any volunteer who has any symptoms is sent home and self-isolates, requests a test from the NHS and contacts NHS Test and Trace.</li> </ul> </li> </ul>			
<p><b>3 Getting or spreading coronavirus by not cleaning surfaces, equipment and workstations</b></p>	<ul style="list-style-type: none"> <li>• Players</li> <li>• Spectators and Customers</li> <li>• Contractors</li> <li>• Visitors</li> </ul>	<p>Keep surfaces in communal areas clear for people to use and to make cleaning easier</p> <ul style="list-style-type: none"> <li>- provide washing facilities and hand sanitiser at accessible places near to where people will have contact with high traffic communal areas, e.g. sanitiser/washing facilities at the entrance/exit to toilets and social areas</li> </ul>	<p>Put in place monitoring and supervision to make sure people are following controls put in place, e.g. following hygiene procedures, washing hands, following one-way systems</p> <ul style="list-style-type: none"> <li>- encourage near-miss reporting to help identify where controls cannot be followed, or people are not doing what they should</li> <li>- Participants must bring their own: <ul style="list-style-type: none"> <li>• water bottle,</li> <li>• disinfectant wipes to wipe down any equipment</li> <li>• hand sanitiser</li> <li>• Face Masks</li> </ul> </li> </ul>	<p><b>All Committee members</b></p>	<p><b>First home game of the season</b></p>	

		<ul style="list-style-type: none"> <li>- put signs up to remind people to wash and sanitise hands and not touch their faces</li> <li>- put in place cleaning regimes to make sure high traffic communal areas are kept clean</li> <li>- consider frequency, level of cleaning and who should be doing it</li> </ul>	<ul style="list-style-type: none"> <li>- All personal items bought to training must be clearly marked with the participant's name or initials</li> </ul>			
<p><b>4 Getting or spreading coronavirus through Players living together and/or travelling to work together</b></p>	<ul style="list-style-type: none"> <li>• Players</li> <li>• Officials</li> <li>• Spectators</li> </ul>	<p>Ensure all participants and other attendees follow best practice for travel, including minimising use of public transport.</p> <ul style="list-style-type: none"> <li>- Identify groups who travel together and group them into a cohort</li> <li>- Discuss with whoever live and/or travel to football together to agree how to prevent the risks of spreading coronavirus</li> <li>- Encourage all players to arrive for training and matches by their own personal car or by other means if viable, such as walking or bike.</li> </ul>	<p>Try to ensure:</p> <ul style="list-style-type: none"> <li>• Participants walk or cycle if possible.</li> <li>• People from a household or support bubble travel together in a vehicle.</li> <li>• Players do not carshare outside their household or social bubble unless unavoidable.</li> <li>• For away games, we make arrangements for players to travel independently</li> </ul> <p>If participants have to travel with people outside of their household or support bubble for matches or away games, they and the club should try to:</p> <ul style="list-style-type: none"> <li>- Share the transport with the same people each time.</li> <li>- Keep to small groups of people at any one time.</li> <li>- Open windows for ventilation.</li> <li>- Face away from each other.</li> <li>- Clean the car between journeys using standard cleaning products - including door handles and other areas that people may touch.</li> <li>- Ask the driver and passengers to wear a face covering as well as yourself.</li> <li>- Consider seating arrangements to maximise distance between people in the vehicle – this may mean using more than one coach or minibus, for example, if at all possible.</li> <li>- Wear face coverings on coaches or minibuses.</li> </ul>	<p><b>All Committee members</b></p>	<p><b>First away game of the season</b></p>	

			<ul style="list-style-type: none"> <li>- Require regular hand sanitisation by passengers on a coach or minibus.</li> <li>- Limit the time spent at garages, petrol stations and motorway services.</li> <li>- Keep distance from other people and if possible, pay by contactless.</li> <li>- Wash hands for at least 20 seconds or sanitise hands often, and always when exiting or re-entering the vehicle.</li> <li>- When finishing the journey participants should wash their hands for at least 20 seconds or sanitise their hands as soon as possible.</li> </ul> <p>The club must give as much consideration for maintaining the social-distance measures, putting player welfare and the social-distancing measures first, exhausting all reasonable options before utilising other transport means.</p>			
<p><b>5 Mental health and wellbeing affected through isolation or anxiety about coronavirus</b></p>	<ul style="list-style-type: none"> <li>• Players</li> <li>• Spectators and Customers</li> <li>• Contractors</li> <li>• Visitors</li> </ul>	<p>Talk openly about the possibility of being affected and advise what to do to raise concerns, or whom to go to talk things through</p> <ul style="list-style-type: none"> <li>- Involve participants in completing their own risk assessments so they can help identify potential problems and identify solutions</li> <li>- Keep participants updated on what is happening so they feel involved and reassured</li> <li>- Discuss the issue of fatigue and make sure we take regular breaks during training and matches</li> </ul>	<p>Share information and advice about mental health and wellbeing</p> <ul style="list-style-type: none"> <li>- Consider recommending a medical health referral if personal stress and anxiety issues are identified</li> </ul> <p>N.B. Players, officials and coaches, as well as parents, and other stakeholders, are under no pressure from the Club to resume training and/or matches, and the Club is fully supportive of any individuals that do not feel ready to participate</p>	<p><b>All Committee members</b></p>	<p><b>immediately</b></p>	

<p><b>6 Contracting or spreading the virus by not social distancing</b></p>	<ul style="list-style-type: none"> <li>• Players</li> <li>• Spectators and Customers</li> <li>• Contractors Visitors</li> </ul>	<p>Identify places where we would not be able to maintain social distancing rules</p> <p>Identify how we can keep people apart in line with social distancing rules in the first instance. This may include:</p> <ul style="list-style-type: none"> <li>- using marker tape on the floor</li> <li>- one-way systems</li> <li>- staggering start/end times</li> <li>- limiting the number of people at the ground at one time</li> <li>- rearranging training and warm-up areas and tasks to allow people to meet social distancing rules</li> <li>- using empty spaces in the building for additional rest break areas where safe to do so</li> <li>- providing more parking areas or controlling parking spaces</li> <li>- providing facilities to help people walk or cycle to matches, e.g. bike racks</li> <li>- enhancing cleaning regimes</li> <li>- increasing hand washing</li> <li>- limiting the amount of time people spend on the task</li> <li>- improving ventilation</li> </ul>	<p>Ensure social distancing rules are followed</p> <ul style="list-style-type: none"> <li>- Provide information, instruction and training to people to understand what they need to do</li> <li>- Provide signage and ways to communicate what they need to do to maintain social distancing</li> </ul> <p><i>(N.B. It would be useful to have (restricted) access to Kitchen facility at the Oldends Lane Changing Rooms to help social distancing and maintain cleaning regimes – Chair of STFC Committee to raise with the Town Council)</i></p> <p>N.B.2 The toilets in the external block in the Oldends Lane Playing Fields may be used and managed in accordance with current Government protocols re cleanliness and social distancing. Access will only be to the new part of the pavilion (down the far end – single outer door), and we will not allow entry through the first internal door to the changing rooms.</p> <p>STFC will ensure regular inspection and cleaning (at least every 30 minutes) whilst toilets are open, for example wiping all handles, taps etc with antibacterial wipes.</p> <p>No queuing in any corridors is allowed, and outside queuing will conform with current social distance provisions. Toilets will be strictly ‘one in, one out’ except where parents/guardians are needed to help with children.</p>	<p><b>All Committee members</b></p>	<p><b>First home game of the season</b></p>	
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## 2. STFC-specific Covid-19 Hazards

AS well as ensuring all the above more 'general' hazards are actioned, the following more specific areas need consideration:

What are the hazards?	Who might be harmed and how?	Controls required	Additional Controls What further action do we need to consider controlling the risks?	Action by whom?	Action by when?	Date complete
<p><b>1 Players getting or spreading coronavirus at Training or matches</b></p>	<ul style="list-style-type: none"> <li>• Players and Officials</li> <li>• Spectators</li> <li>• Visitors</li> </ul>	<p>We must support NHS Test and trace efforts by <b>collecting name and contact information on participants at both training and matches.</b></p> <ul style="list-style-type: none"> <li>- Hygiene facilities must be provided, and the sharing of equipment is discouraged.</li> <li>- Equipment must be cleaned regularly and after each use.</li> <li>- Signage will help remind players to undertake hygiene practices.</li> <li>- Players should be informed that spitting should be avoided, as the main mode of transmission of the virus is in respiratory secretions.</li> <li>- In addition, clubs should consider enforcing a complete ban on chewing gum, as it is either spat out or rolled into a ball and taken out and thus poses a high risk of cross contamination (raise at Committee level)</li> </ul>	<p>Ensure:</p> <ul style="list-style-type: none"> <li>- this information be stored for a minimum of 21 days, and that we follow current NHS Test and Trace guidance</li> <li>- <b>Any symptomatic players or coaches, or those living with someone who is symptomatic, must self-isolate at home and not attend sessions</b></li> <li>- Bibs should only be used if absolutely necessary and they must be worn once and not swapped during any exercise. Bibs should be washed immediately after use.</li> <li>- a disciplinary measure in place in relation to spitting and chewing gum be considered at Committee level</li> <li>- Coaches check that each participant has completed the self-screen check list before attending and if so, if the self-screen checks were negative for all participants.</li> <li>- if a participant says they forgot to self-check before their arrival, then the coach should ask them the health check questions before they join any group at the facility. If they answer 'yes' to one or more of the questions, participants must not take part in the activity and should be told to safely return home</li> <li>- strict hand hygiene: – If individuals are going to share equipment, including balls, always ensure the individuals' hands are thoroughly cleansed using alcohol-based hand gel, if clean running water and soap are not available, before and after use.</li> </ul>	<p><b>All Committee members</b></p>	<p><b>Immediately</b></p>	

		<p>- Group sizes will follow current Government guidelines and requirements– for example, set at a maximum of 30 as at July 2020</p>	<p>- NO exchanging of shirts must take place – in the event of needing to change goalkeepers, bibs will be used rather than exchange of shirts</p>			
<p><b>2 Players getting or spreading the virus owing to not self-assessing</b></p>	<ul style="list-style-type: none"> <li>• Players and Officials</li> <li>•</li> </ul>	<p><b>All players, officials, volunteers and spectators must undergo a self-assessment for any Covid-19-symptoms.</b> No-one should leave home to participate in football if they, or someone they live with, has any of the following:</p> <ul style="list-style-type: none"> <li>• A high temperature (above 37.8oC).</li> <li>• A new, continuous cough.</li> <li>• A loss of, or change to, their sense of smell or taste.</li> </ul> <p>If symptoms are checked at the start of a session rather than in advance (we have a hand held tester available), this should be completed on arrival before the player mixes with others, so that if they have symptoms there is no chance of others being affected.</p> <p><b>The evidence is that transmission during training or matches is minimal in comparison to social interactions over a prolonged time, hence the need to be</b></p>	<p>Ensure:</p> <ul style="list-style-type: none"> <li>. This check is done <b>before each training session</b> and must be recorded in regular risk assessments and it is important to note that <b>no training session should take place without this having been done.</b></li> <li>. STFC develop an <b>online or paper questionnaire available at the start of sessions</b></li> <li>. Should a player be symptomatic or cause concern from their response to a questionnaire, then that player should be sent home immediately, dial for a test through the NHS and then allow the NHS Test and Trace service to manage contacts</li> <li>. Players bring their own personal water bottle for training and matches, which should be clearly labelled</li> <li>. the use of communal water bottles will be discouraged</li> <li>. Players arrive ready changed where possible and bring spare clothes to travel home (or if they choose, travel home in the kit they have used)</li> <li>. Changing rooms for training be avoided where possible.</li> <li>. following any activity, players refrain from any contact. Whilst we recognise that this is not ideal for players, the need to travel home without social interaction in groups after training is absolutely critical.</li> </ul>	<p><b>All Committee members</b> <i>N.B. the Club has a hand held testing facility which can be made available for use for as many matches and training sessions as possible (see the Chair to use it) but this does NOT preclude players and officials testing themselves BEFORE participating in any STFC-related activity</i></p>	<p><b>Immediately</b></p>	

		<b>vigilant on players not having social contact pre or post activity.</b>				
<b>3 Players getting or spreading coronavirus by contact with equipment</b>	<ul style="list-style-type: none"> <li>• Players and Officials</li> </ul>	Equipment (balls, bibs, cones, goalposts etc) must be regularly wiped down with appropriate cleaning equipment and cleaned thoroughly cleaned after every session.	<p>Ensure</p> <ul style="list-style-type: none"> <li>. Club volunteers or players should consider the use of face masks and gloves during this process.</li> <li>. All equipment will be wiped down before and after sessions or matches</li> <li>. if multiple sessions or matches are being run, equipment should be changed and stored for 72 hours before re-use</li> </ul>	<b>All Committee members</b>	<b>Immediately</b>	
<b>4 First Aid considerations</b>	<ul style="list-style-type: none"> <li>• Players</li> <li>• Spectators and Customers</li> <li>• Contractors</li> <li>• Visitors</li> <li>•</li> </ul>	<p>First aiders, or those acting in a first aid capacity within the club setting, should follow the guidance set out in the Return to Grass Roots Football1 - as a minimum, ensure EAPs reflect the current Covid-19 circumstances.</p> <p>The FA Medical Department has produced a Guidance note specific to the National League System, with key principles of working and specific additional guidance per Step of the NLS.</p>	<ul style="list-style-type: none"> <li>. It is imperative that all who may take on any first aid role have knowledge of the medical aspects of the Emergency Action Plan (EAP – copy available via website or paper version in the Changing Rooms’ Notice Board), and of the PPE requirements, and are updated on any changes to first aid during this period.</li> <li>. If there is a first aider or other medical personnel present, they should be equipped with the appropriate Personal Protective Equipment (PPE) before treating anyone to protect themselves and others should they need to compromise social distancing guidelines to provide medical assistance during training or matches.</li> <li>. First aid health records should detail pretraining health checks.</li> </ul>	<b>All Committee members</b>	<b>Immediately</b>	
<b>5 Getting or spreading coronavirus at matches and training</b>	<ul style="list-style-type: none"> <li>• Players</li> <li>• Spectators and Customers</li> <li>• Contractors</li> <li>• Visitors</li> </ul>	. We must consider the whole end-to-end ‘user journey’ when planning safe operating practices; this means all activities from the time of arrival on site to leaving, not just the sporting activity.	<p>Ensure</p> <ul style="list-style-type: none"> <li>- On a matchday, we make provisions for priority access for the away team.</li> <li>- We seek alternative spaces for team meetings and observe social distancing; we shall minimise numbers, for example, only the manager and starting 11 in changing rooms.</li> <li>- Team meetings before, during and after any session MUST adhere to the current</li> </ul>	<b>All Committee members</b>	<b>Immediately</b>	

		<p>. Indoor spaces need to have maximum ventilation (such as opening windows and doors).</p> <p>. We must name an existing member of the Committee as a Covid-19 Officer, who will be responsible for oversight of the Covid-19 risk assessments, ensuring the necessary level of risk mitigations are in place and the minimum guidance to be achieved has taken place.</p> <p>. The STFC Committee should also ensure that the club, or any venue used, can adhere to their guidance responsibilities within local constraints.</p>	<p>Government social-distancing rules – Coaches MUST ensure this is done at ALL times, for example even during water breaks in matches and during pre- and post-session briefings</p> <ul style="list-style-type: none"> <li>- We create one-way systems, especially at entry and exit points, through buildings and around the ground.</li> <li>- We publish our RA and Action Plan on the club website to advise players or members what we are doing to manage the risks and how we want players or members to act. <ul style="list-style-type: none"> <li>• This will ensure users are aware of how our ground is operating and will give opposition clubs the advice they need to visit our facility.</li> </ul> </li> </ul>			
<b>6 Ensuring Continuous Improvement</b>	<ul style="list-style-type: none"> <li>• All Users of Club facilities</li> </ul>	<p>We must publish our Risk Assessment and Action Plan to all our stakeholders advertising what we are doing to manage the risks and how we want players or members to act, and encourage feedback accordingly</p>	<p>Ensure:</p> <ul style="list-style-type: none"> <li>. the Risk Assessment and Action Plan are on our club website and all other public areas including social media sites.</li> <li>. we advertise the name of the Covid-19 Officer and his or her contact details</li> </ul>	<b>All Committee members</b>	<b>Immediately</b>	
<b>7 Risks to Match Officials</b>	<ul style="list-style-type: none"> <li>• Match Officials</li> </ul>	<p>. Clubs should ensure that sufficient car parking is reserved for match officials close to the entrance to changing areas.</p> <p>. Physical team sheets should not be shared between the officials or opposition where possible. This can be sent</p>	<p>Ensure all participants are aware:</p> <ul style="list-style-type: none"> <li>. The Respect handshake pre match is suspended until further notice.</li> <li>. Tunnel management: Teams will not enter the field of play collectively. The teams will stagger their arrival onto the pitch, and this will be pre-agreed with the match officials.</li> <li>. Match official payment: Where possible, arrangements will be made for the payment to be paid electronically but should be communicated in advance to the match officials.</li> </ul>	<b>All Committee members</b>	<b>By first home match</b>	

		electronically via photo or e-mail if required.				
<b>8 Risks involving Clubhouses and refreshments and toilets</b>	<ul style="list-style-type: none"> <li>All Users of Club facilities</li> </ul>	It is up to the licensee of the premises to undertake the relevant actions within the guidance and to assess the capability to open in accordance with the Government guidance, in this case Ben's Takeaway organisation, although we will offer to help where we can	Facilities within the Ground such as clubhouse, toilets and throughways, may be kept open, but guidance on hygiene and social distancing should be followed. (See also 1.6 above)	<b>All Committee members</b>	<b>By first home match</b>	
<b>9 Risks to Technical Areas</b>	<ul style="list-style-type: none"> <li>Players and Coaches</li> </ul>	We must <b>provide seating outside of the dugout</b> in order to provide adequate social distancing for substitutes and coaching staff.	Allow technical areas to be extended for this purpose.	<b>All Committee members</b>	<b>By first home match</b>	
<b>10 Risks to Warm Up Areas</b>	<ul style="list-style-type: none"> <li>Players and Coaches</li> </ul>	We must ensure that warm-up areas provide sufficient distance between the Home and Away teams and a provision of an area for match officials.	Ensure these are clearly marked and/or communicated.	<b>All Committee members</b>	<b>By first home match</b>	
<b>11 Risks to Spectators</b>	<ul style="list-style-type: none"> <li>Spectators</li> </ul>	If spectators were to be allowed at, for example, in a reduced capacity, we should consider how we could manage this effectively such as introducing advance purchase ticket schemes, and controlling how we manage walk ups, including not accepting cash payments.	Consider, and implement where practical <ul style="list-style-type: none"> <li>markings for queues with tape on the floor at 2m where possible, but a minimum of 1m if not (i.e. at turnstiles and takeaway food areas),</li> <li>markings for spectator standing,</li> <li>reducing the availability of seats within covered accommodation, e.g. by taping or coning off some of the bench seats, but allowing for family groups or bubbles to sit together</li> <li>management of toilets,</li> </ul>	<b>All Committee members</b>	<b>By first home match</b>	

			<ul style="list-style-type: none"> <li>hygiene protocols (more hand sanitisers in toilets, entrances and exits to spaces),</li> <li>extensive signage,</li> <li>crowd management processes, i.e. barriers at pinch point/one-way flow.</li> </ul>			
<b>12 Risks involving Boardrooms</b>	<ul style="list-style-type: none"> <li>All Users of Boardroom facilities</li> </ul>	Boardrooms and associated hospitality are not going to be undertaken by STFC	Consider how Boardrooms could be used by players/match officials to support effective social distancing	<b>All Committee members</b>	<b>Immediately</b>	
<b>13 Risks to 16- or 17-year olds</b>	<ul style="list-style-type: none"> <li>Players and Coaches</li> </ul>	Additional safeguarding guidance and risk assessments apply – see elsewhere in Section 3.	Be aware that special considerations apply, particularly over permissions and self-assessment – check with the Club Secretary and Covid 19 officer and see also Section 3. below	<b>All Committee members</b>	<b>Immediately</b>	
<b>14 Mitigating risk via Insurance</b>	<ul style="list-style-type: none"> <li>All Users of Boardroom facilities</li> </ul>	We will ensure that the relevant Insurance provisions (public liability and personal accident cover) are in place	Ensure there is suitable cover for training sessions and other football activities taking place during the Covid-19 pandemic.	<b>Committee Chair</b>	<b>Immediately</b>	

### 3. STFC Youth-specific Covid-19 Hazards

AS well as ensuring all the above more ‘general’ and STFC-specific hazards are actioned, the following more areas more specific to Youth football need consideration:

<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>Controls required</b>	<b>Additional Controls</b> What further action do we need to consider controlling the risks?	<b>Action by who?</b>	<b>Action by when?</b>	<b>Date complete</b>
<b>1 Players getting or spreading coronavirus at Training or matches</b>	<ul style="list-style-type: none"> <li>Players and Officials</li> <li>Spectators</li> <li>Visitors</li> </ul>	We will act in accordance with the provisions of 2.1 above. The ‘test and trace’ system extends to all youth players who must complete their individual Registration Form as well as ‘self-test’ before EVERY any session	Ensure: <ul style="list-style-type: none"> <li>The Player Training/Match Registration Details Form be obtained from the Coach or the club Youth Secretary and be completed BEFORE participating in any STFC activity</li> <li>Players are assigned to groups following the latest ‘FA ratios of Adults to Children’ guidance</li> <li>Once these groups are appointed, players recognise the need to stay in the same group for training until further notice</li> <li>social distancing and other Covid protocols (see Section 1 above) must be observed at all times,</li> </ul>	<b>All Committee members</b>	<b>Immediately</b>	

			including during training and match activities, and especially during breaks and team meetings			
<b>2 People getting or spreading coronavirus at Training or matches</b>	<ul style="list-style-type: none"> <li>• Players and Officials</li> <li>• Spectators</li> <li>• Visitors</li> <li>• Parents etc.</li> </ul>	<p>We must ensure:</p> <ul style="list-style-type: none"> <li>. When arriving at Oldends Lane Playing fields, we follow all one-way systems and/or coach's directions to the area of the pitch where training/match will be taking place</li> <li>. social distancing is in place before and after the match, and in any breaks in play</li> <li>. equipment is not shared, and goalkeepers disinfect their gloves regularly in breaks</li> <li>. where possible, only coaches handle equipment</li> <li>. when exiting Oldends Lane Playing fields, we follow all one-way systems and/or coach's directions</li> </ul>	<p>Ensure:</p> <ul style="list-style-type: none"> <li>. We do not 'group' up with any other players that are not in your registered group</li> <li>. Players and officials sanitise hands before and after a game as well as scheduled breaks throughout</li> <li>. Ball handling be kept to a minimum with most contact via a boot and the ball disinfected in breaks of play</li> <li>. Goal celebrations involving contact with other persons be avoided</li> <li>. Physical contact with anyone outside of your household is not permitted at any time</li> <li>. Changing rooms and toilets are not made available, and opposition members are advised of that fact in advance</li> <li>. NO exchanging of shirts must take place – in the event of needing to change goalkeepers, bibs will be used rather than exchange of shirts</li> <li>. toilets' availability is very limited – see 1.6 above</li> </ul>	<b>Coaches and then Committee Members</b>	<b>Immediately</b>	
<b>3 Parents and Guardians' and Spectators' responsibilities</b>	<ul style="list-style-type: none"> <li>• Spectators</li> <li>• Visitors</li> <li>• Parents etc.</li> </ul>	<p>. We must ensure that Parents/carers etc. maintain a safe distance away from the playing area, ideally in the car park area maintaining social distancing, but be available if a child is injured or taken ill</p>	<p>We should ensure:</p> <ul style="list-style-type: none"> <li>- non-players and non-officials stand at least 2 metres away from the touchlines</li> <li>- Spectator lines be marked up and be strictly adhered to</li> </ul> <p>If any unforeseen COVID-19 risk has not been covered by this RA, or there is a near-miss, we MUST report it to the Coach or the COVID-19 Officer, no matter how seemingly trivial, in order to ensure we at STFC are continually improving our COVID-19 protocols</p>	<b>All activity attendees</b>	<b>Immediately</b>	

## Conclusion

We at STFC commit to undertake regular risk assessments of the club's activities, ensuring that each one is named, signed and dated by those completing and approving it. Risk assessments are 'living documents' and should be updated and reviewed regularly and kept in active use to mitigate any new or changing risks. We further undertake to carry out specific risk assessments for anyone undertaking high-risk roles or tasks.

RISK ASSESSMENT COMPLETED BY: Ian Neville, as Covid-19 Officer,

SIGNATURE:

DATE:

CHECKED BY CLUB COMMITTEE MEMBERS:

NAME:

CLUB ROLE:

SIGNATURE:

DATE: / /

NAME:

CLUB ROLE:

SIGNATURE:

DATE: / /

## Addendum: Specific Actions following Site Survey on Saturday 25<sup>th</sup> July:

The following MUST be in place before the first home match, but preferably earlier:

- Hand sanitisers at all Entrance and Exits, and clear signage and one-way arrow markings to enforce one-way systems; agree a toilet protocol, e.g. 1 in, 1 out
- Signage / one-way systems in Changing Rooms – corridor blocked (by cones) to ensure home and away teams are kept well apart
- Ensure all stakeholders have a copy of the RA, and know how to offer up improvements
- Ensure all visitors, players and members carry out self-assessments before ANY session
- Full details of all participants at each training or match session to be recorded and held by the Club Secretary for 21 days
- Carry out a trial run of all Covid practices before first home match, and then re-survey at least once every 4 weeks, and revise Action Plan accordingly

The following SHOULD also be in place:

- Ensure Hand sanitisers are brought by all participants at matches and training
- Allocate responsibility for checking all the waste facilities and maintaining them to ensure adequacy of and no overflow of bins
- Encourage wearing of face coverings when working in close proximity to others
- Stagger training etc. activities if crossing over with other teams, 10-minute minimum changeover time

Responsibility for this lies with the STFC Committee