



RISK ASSESSMENT AND RISK MANAGEMENT



Risk Assessment:

Activity: Contact training, Friendlies and matches across age groups

Location: Steining Town Community Football Club, Shooting Fields

Date: 18th July 2020

Organisation: Steining Town Community Football Club

Assessment undertaken by: Club Committee

Ratified by: Ian Nichols (Club Chairman)

RISKS/HAZARDS	Groups of people who are at risk from the hazards we have identified	How will we control and limit the risk?	Comments & Actions to be taken
Spread of the virus – Hygiene for players	Players	<ul style="list-style-type: none"> All players must use the hand sanitizer on entry to the club premises All players must use the hand sanitizer on exit of the club premises. Physical contact must be kept to a minimum during training and games. Signage will be displayed around the club premises encouraging children and players to keep 2 metres apart at all times. Spitting and rinsing of mouths is not permitted on or around the pitch. All parents have been reminded and notified that players are not permitted to attend if they are showing any signs or symptoms of COVID 19 or live in a household where someone is showing signs & symptoms. Gates to the pitch will be securely held open in order to limit ‘touch points’ and the risk of spreading the virus. Each player will be required to come in their training clothes – no changing facilities will be available Each player will be required to bring their own water bottle and will be given a set place to leave this with any other belongings. 	<p>Parents will be asked to give their consent prior to their child attending their first training session when we implement the updated FA guidance released on 17th July.</p> <p>Any player not adhering to the use of hand sanitizer will not be allowed to join a training session.</p> <p>Any player not respecting the social distancing rules will be asked to step away from the training area, and coaches will call parents to collect the child.</p> <p>Parents will be asked to strictly stick to the designated pick up and drop off points and times. If they do not do so, it will be at the coaches discretion to speak to them and remind them of this. Ultimately, if this is not adhered to they will be asked not to attend again until further notice.</p>

		<ul style="list-style-type: none"> • Start and finish times for the training sessions will be staggered to limit the amount of people on site and therefore lessen the risk of 'flash points' and people being unable to adhere to social distancing. • If cycling to the club, players please leave your bike in a responsible place where it is not going to cause an obstruction to players, coaches or parents, and impact on the ability for people to adhere to social distancing 	
Spread of the virus – Hygiene for parents	Parents	<ul style="list-style-type: none"> • All parents must use the hand sanitizer provided on entry to the club. • All parents must use the hand sanitizer provided at the exit of the club premises. • Wherever possible, only one parent to drop off players to the club. • Wherever possible, non-player siblings are not to be brought to the club. • Social distancing to be adhered to at all times whilst on the club premises. • Signage around the club ground will remind parents of social distancing rules. • Clear signage will be displayed to inform parents of the entrance and exit points. 	<p>Club will purchase and supply ample hand sanitizer for people to use.</p> <p>Signage to be displayed reminding people of social distancing rules.</p>
Spread of the virus – Hygiene for coaches	Coaches	<ul style="list-style-type: none"> • Health & Safety Officer to share updated guidance from the FA with all coaches. • Coaches will not hold their training sessions if they are showing signs or symptoms of COVID 19 and will inform the parents of their age group if it is necessary to cancel a session in good time. • Coaches will adhere to social distancing at all times and there will be no physical contact of any kind, except where first aid needs to be administered. 	<p>Coaches to be briefed on all FA guidelines and updates.</p> <p>Coaches to be reminded of social distancing rules & signs & symptoms of COVID 19.</p>
Use of and cleaning of equipment	Coaches & players	<ul style="list-style-type: none"> • All equipment will be cleaned thoroughly prior to and after each training session. • Each coach will keep his/her training equipment separate from any other coaches. • Training groups will not share equipment. • At no time must any player touch, move or remove any goals, cones, equipment, or temporary pitch markings & signage. • If a player does accidentally touch any of the above 	<p>Club to provide all relevant cleaning equipment eg, anti-bacterial wipes, spray and disposable paper towels.</p> <p>All equipment, goals and pitch markings will be moved as and when required by a designated coach in order to lessen the risk of spreading the virus.</p>

		equipment they must inform their coach, and immediately sanitize their hands again.	
Group sizes & pitch use	Coaches & players	<ul style="list-style-type: none"> • Coaches are permitted to run a contact training session with up to 30 participants (inclusive of coaches). • All sessions must adhere to age related ratios. • Siblings will need to be placed in the same training group to limit the possibility of spreading the virus. • Training groups must stay the same wherever possible. • Substitutes & coaches – during matches all coaches and substitutes must be socially distant from each other whilst on the touchline or in the dugout. 	<p>Coaches to be briefed on these rules regarding group sizes and not mixing groups up.</p> <p>Seats in dugouts to be taped accordingly so as not to be used.</p>
General risks at the premises	Coaches, players, parents	<ul style="list-style-type: none"> • A clear one way entrance & exit system will be put in place to increase social distancing and lessen the likelihood of people ‘bumping’ into each other • Turnstiles, gates, barriers and any ‘touch points’ will be thoroughly cleaned before & after each training session. • Players, spectators, parents and all other visitors to the ground must remain socially distant whilst on the premises (whether inside the clubhouse or outside). • Spectator groups must be restricted to discrete 6 person gathering limits and should spread out around the ground in line with wider government guidance surrounding social distancing. • STCFC reserve the right to limit the number of people entering the ground, even if they have pre-registered via our Eventbrite page, if STCFC officials feel that social distancing is being impeded due to the number of people present in the ground and therefore increasing the risk of spreading the virus. 	<p>Clear signage to indicate entrance & exit points will be displayed.</p> <p>Coaches using the club will be responsible for cleaning down all ‘touch points’ around the club premises prior to leaving.</p>
Clubhouse & toilet facilities	Coaches, players, parents, spectators & match officials.	<ul style="list-style-type: none"> • Toilet facilities are available, but only one person (unless accompanying a young child) to enter/use the toilets at any one time. • Handwashing is essential when using the toilet facilities. • A strict one way system is in place in the bar area, no U18’s allowed in the bar area at any time. • Seating is restricted to 28 patrons and furniture must not be moved. • Once drinks/food have been purchased from the bar patrons must leave the bar area and no standing will be allowed. This ensures that social distancing can be 	<p>Clear signage will be displayed outside and inside the toilet facilities reminding individuals of the importance of good hygiene and handwashing procedures.</p> <p>The club will ensure all facilities are cleaned thoroughly on a daily basis.</p> <p>Chained off seating area has been laid out and clear taped one way system with social distancing signage has been displayed.</p> <p>Bar and kitchen staff will ensure hand sanitizing stations</p>

		<p>adhered to in the bar area.</p> <ul style="list-style-type: none"> • In both toilet facilities and the bar area, windows will be kept open wherever possible to allow for maximum ventilation. • Ample hand sanitizing stations will be available for patrons. • The tea hut & 'Dugout Burger Shack', will be open. A clearly signposted queuing system will be implemented. 	<p>are kept suitably stocked.</p> <p>Bar and kitchen staff reserve the right to refuse to serve any person not adhering to social distancing and/or the one way system we have put in place. They can also ask said person to leave the ground if deemed necessary and there is a risk to anyone's safety.</p>
Accidents and first aid	Coaches & players	<ul style="list-style-type: none"> • Parents can administer first aid to their own child only if it is deemed necessary and appropriate by the coaching team. • Coaches will be provided with PPE to keep them safe should they have to administer first aid. • PPE must be worn when administering first aid to a player, even if it is not COVID related to keep both child & coach safe. • All first aid waste must be double bagged and disposed of. • All accidents and first aid incidents to be logged in the usual way. • Should a player or coach be suspected of showing signs and symptoms of COVID 19 they will be immediately taken to an 'isolation room', parents/carers will then be phoned and asked to collect as soon as is possible. If it is a player who is ill, an adult must stay with the person at all times, but in the doorway of the isolation room and at a distance of 2m and must wear PPE. • This player must follow the self-isolating rules set out by the government and get him/herself tested and let the club know the result of this test as soon as it is available. • If a player is showing signs & symptoms of COVID 19, not only will the above procedure be put into place, but in addition to this all other players & the coach in this 'training group' will also be asked to leave the training session/parents will be phoned to collect them. Each of these players/coaches and the members of their household will be advised to self-isolate until such time that the player who was showing signs & symptoms has been tested for COVID 19 and informed the club of the results. During this period this group of players and the coach will not be able to attend further training sessions until the test results are received and are negative. 	<p>Relevant PPE (disposable masks, gloves etc) to be distributed to all coaches resuming training in sealed bags/wallets.</p> <p>Coaches must dispose of first aid waste & PPE as stated.</p> <p>Coaches to make the committee aware of any replenishments of PPE required and must check all first aid supplies prior to commencing training.</p> <p>Isolation room to be situated in the away changing room, extra PPE and a first aid bag to be in this room at all times, along with rubbish bags to dispose of any COVID related waste.</p> <p>Parent to collect the player asap and enter via the exit and take the child home. At this time and until such time as the player is collected, nobody should be allowed to exit the premises/walk past the isolation room. An adult wearing PPE should be standing at the door to the isolation room until such time as the child is collected, but must not be in the room with the child.</p> <p>If the above scenario does occur, the players coach will liaise with this players parents in order to get the test result answers as soon as is possible and disseminate this information to the other players in the group in a timely manner. Should the result come back positive, the club welfare officer will gain further guidance from the NHS and advise the coach with how to proceed and what self-isolating rules must be adhered to by the players and the coach in the group.</p>

Safeguarding of children	Players	<ul style="list-style-type: none"> All safeguarding issues must be brought to the attention of the Club Welfare Officer and reported in the usual way. 	
Distressed children	Coaches & players	<ul style="list-style-type: none"> Parents and carers to be informed of the limitations of a coach should a child become distressed. An adult can sit with a player (side by side not face to face) but must be 2m apart. Adults must not hug or physically calm a child, whatever the circumstances, should they become distressed as this will reduce the likelihood of transmission. 	Coaches to be reminded that physical contact is not permitted whatever the circumstances. Administering first aid is the only exception to this rule.
Communication between coaches & parents	Coaches, players & parents	<ul style="list-style-type: none"> All communication between parents and coaches to be carried out by email, phone or text message/Whatsapp. Only when absolutely necessary should a parent linger and communicate with a coach at training. 	<p>Coaches to stay in contact with parents via email, text, phone or Whatsapp prior to training and keep them fully informed of the changes to training, the updates released by the FA on 17th July 2020 and encourage them to talk to their children about the changes & why they have been put in place.</p> <p>Coaches to also make parents aware that any players not obeying the changes we are implementing will be asked to not attend training.</p>
Travelling to training & pre-season friendly matches	Coaches, players & parents	<ul style="list-style-type: none"> Participants must be encouraged to follow best practice when travelling to/from training or matches. Coaches are not permitted to transport players to training or matches unless they live in the same household or are part of each other's 'support bubbles'. 	
Track & Trace	Coaches, players, parents, spectators, match officials & all people attending a game hosted at STCFC.	<ul style="list-style-type: none"> We will carry out track and trace procedures to support the NHS test and trace service. We will ensure all players, spectators, coaches, match officials and anyone entering the ground, from both home & away teams, register for any friendly matches we host via the Eventbrite platform. This enables us to gather peoples contact details in an efficient manner with no need for paper & pens at the entrance to the ground, thus reducing the risk of spreading the virus. This also means we can 'limit & avoid' queuing at the entrance to the ground. If someone comes to the turnstile wishing to enter and they have not registered via our Eventbrite page, we will ask them to step aside and we will show them how to register. Those people wishing to enter who have registered prior 	<p>Coaches will be provided with full instructions on how to use and share the Eventbrite details and booking system with their players, parents and the opposition coaches.</p> <p>Coaches must remind players & their parents that failure to register prior to the game will mean they cannot enter the ground and therefore cannot take part in the fixture.</p> <p>Eventbrite is a GDPR compliant system and contact details will be deleted 21 days after each event/fixture.</p> <p>By limiting the time spent congregating at our venue prior to a friendly fixture & ask players, spectators & match officials to leave promptly afterwards this will limit the likelihood of groups of people gathering and to</p>

		<p>to arrival will be given priority to swiftly enter the ground once 'checked in' by a STCFC official or designated volunteer.</p> <ul style="list-style-type: none">• Players from both sides, opposition coaches, all spectators and all match officials will be asked not to arrive any more than 45 minutes prior to kick off.	<p>allow and maintain social distancing as much as possible.</p> <p>Home STCFC coaches and managers can arrive more than 45 minutes prior to kick off in order to set up the pitch, open the clubhouse and to ensure all safety procedures and measures are in place ready to receive visitors from both teams.</p>
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