

HELSTON ATHLETIC FOOTBALL CLUB

COVID-19 Risk Assessment.

In support of preventing the spread of COVID-19

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| Name of Risk Assessor: Paul Hendy Name of Club COVID-19 Officer: Paul Hendy | Date of Assessment: 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, 13/11/20 - Iss 7, 18/11/20 - Iss 8, 01/12/20 - Iss 9, 28/12/20 - Iss 10, 17/4/21 - Iss 11 | Assessment Review Date: Weekly / Upon receipt of revised legislation / guidance |
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Identify the Activity and Persons at Risk

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| Describe the activity: Training / Matchday Football | Who might be harmed? Players, Officials, Staff, Volunteers and Spectators. | Frequency of activity: 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 |
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| PERSONNAL HYGIENE | <ul style="list-style-type: none"> ALL attendees entering Kellaway Park to be reminded to undertake self-assessment for any COVID-19 symptoms prior to entering ground. Provision of hand sanitiser throughout clubhouse and changing rooms Clear signage to hand washing areas Ensure all handwashing and sanitiser facilities are in good working order and suitably stocked Provision of hygiene standards promotional posters throughout clubhouse and changing rooms Provision of disposal paper towels at all handwashing stations | <ul style="list-style-type: none"> Clear and visible signage to be permanently displayed at all ground entrances Hourly check process (sanitiser, soap and paper towels and handwashing stations) Daily stock check (sanitiser, soap and paper towels) Daily check (promotion posters and signage) Train all workers on new protocols and the important of good hygiene | Paul Hendy | 04/07/2020 | 03/07/2020 |
| | | | Sandra Egan | 04/07/2020 | 12/07/2020 |

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| <p style="text-align: center;">KEEPING FACILITIES & EQUIPMENT CLEAN</p> | <ul style="list-style-type: none"> • Daily cleaning throughout clubhouse and changing areas • Identification of high contact points for more regular cleaning (e.g. door handles, rails, gaming machines) • Frequent cleaning of work areas and equipment between use • Provision of waste facilities • Follow Public Health England guidance if a COVID-19 case is reported at the facility | <ul style="list-style-type: none"> • Weekly stock check (cleaning products) • Empty waste facilities regularly • Train all workers on Public Health England guidance for reported Covid-19 cases | <p>(a) Committee (b) Employees *</p> <p>*Reference weekly rosters</p> | <p>04/07/2020</p> | <p>ONGOING</p> <p>Training completed 31/08/20</p> |
| <p style="text-align: center;">MAINTAINING SOCIAL DISTANCING & AVOIDING CONGESTION</p> | <ul style="list-style-type: none"> • Provision of signage to help people find their destination more quickly • Review of how people walk through clubhouse / changing rooms to reduce congestion and contact • Regulate the entry to clubhouse / changing rooms to avoid overcrowding • Apply appropriate markings where possible to the clubhouse / changing rooms areas where queueing is likely • One-way arrow markings to help foot traffic management • Single use doorways to avoid congestion i.e. one-way only entrances / exits • Single / limited use of toilet facilities to avoid congestion in confined spaces | <ul style="list-style-type: none"> • Monitor effectiveness, especially at peak times • Train workers to promote compliance to facility users • Train workers to report /deal with issues of non-compliance • Daily check (promotion posters and signage) • Bar sales limited to table service only. • All refreshments within the clubhouse to be consumed whilst seated | <p>Committee</p> | <p>04/07/2020</p> | <p>24/09/2020</p> |

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| <p style="text-align: center;">TRAINING</p> | <ul style="list-style-type: none"> • Competitive training sessions will be limited to 30 people including coaching staff • Pre-training player / coach screening to be undertaken • In support of NHS Track and Trace, names and contact details of all attendees will be collected and retained for 21 days • All equipment must be cleaned prior to and after use • Any symptomatic players or coaches, or those living with someone who is symptomatic, must self-isolate at home and not attend • Changing rooms will be unavailable • Attendees to supply own drink bottle/s (labelled) • Use of bibs to be avoided. If used not to be swapped. All bibs to be immediately washed after use. • Indoor training is prohibited | <ul style="list-style-type: none"> • All attendees to sanitise hands upon arrival and immediately after training. • Pre-training symptomatic questionnaire to be completed for attendees • Pre-training temperature checks to be undertaken of all attendees prior to training • Changing rooms to remain locked • Social distancing to be maintained as much as possible • Soiled bibs to returned to a single bag, by player, post session | <p style="text-align: center;">(a) Committee (b) Managers (c) Coaches (d) Players</p> | <p style="text-align: center;">01/08/2020</p> | <p style="text-align: center;">02/08/2020</p> |
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| <p style="text-align: center;">TRAVEL</p> | <ul style="list-style-type: none"> • The use of public transport to be avoided • Participants should walk or cycle if possible • Players to be encouraged to arrive for training and matches in own personal car if unable to walk or cycle. • People from same household or support bubble can travel together • Where shared travel is unavoidable, individuals should aim to travel with same people each time • Coach travel to be utilised as last resort. • All players, officials, volunteers and supporters to undertake self-assessment for any COVID-19 symptoms prior to leaving home. • Verbal check for symptoms to take place prior to all training sessions and matches. • Attendees to supply own drink bottle (labelled). • Post session / match players to refrain from any contact • Toilet facilities available 30 minutes prior to and 30 minutes post-match | <ul style="list-style-type: none"> • Drivers / all passengers advised to keep vehicles well ventilated and encourage to wear a face covering • Upon arrival at training / matches, drivers, where possible, to park vehicle one car width away from other vehicles • Temperature checks of all personnel prior to embarking any club arranged transport • Face-masked to be worn by all travelling on hired transport • Pre-match symptomatic questionnaire to be completed for attendees upon arrive for training / match • Pre-training / match temperature checks to be undertaken of all attendees • All attendees to be regularly reminded of the importance and requirements of social distancing, hand cleaning, sanitizing etc • No half-time / post-match hospitality | <p>(a) Committee (b) Managers (c) Coaches (d) Players</p> | <p>01/08/2020</p> | <p>24/09/2020</p> |
| <p style="text-align: center;">WELFARE</p> | <ul style="list-style-type: none"> • All players, officials, volunteers and supporters to undertake self-assessment for any COVID-19 symptoms prior to leaving home. • Verbal check for symptoms to take place prior to all training sessions and matches. • Attendees to supply own drink bottle (labelled). • Post session / match players to refrain from any contact • Toilet facilities available 30 minutes prior to and 30 minutes post-match | <ul style="list-style-type: none"> • Pre-match symptomatic questionnaire to be completed for attendees upon arrive for training / match • Pre-training / match temperature checks to be undertaken of all attendees • All attendees to be regularly reminded of the importance and requirements of social distancing, hand cleaning, sanitizing etc • No half-time / post-match hospitality | <p>(a) Managers (b) Coaches (c) Players</p> | <p>17/04/2021</p> | <p>17/04/2021</p> |

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| <p>EQUIPMENT</p> | <ul style="list-style-type: none"> 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. | <ul style="list-style-type: none"> PPE, sanitiser spray and wipes to be issued to individual team managers / coaches | <p>(a) Managers (b) Coaches (c) Players</p> | <p>20/07/2020</p> | <p>19/07/2020</p> |
| <p>MEDICAL / PHYSIOTHERAPY</p> | <ul style="list-style-type: none"> PPE in line with Public Health England recommendations to be worn by any individual administering first aid or carrying out physiotherapy activities First aiders must ensure their qualifications are in date respective to governing body i.e. FA | <ul style="list-style-type: none"> Club EAP to be updated to include COVID-19 requirements First Aid health records to detail pre-training health checks | <p>(a) Managers (b) Coaches (c) Players</p> | <p>20/07/2020</p> | <p>20/07/2020</p> |
| <p>PLAYERS - FACILITIES / CHANGING ROOMS</p> | <ul style="list-style-type: none"> Changing rooms will be unavailable on matchdays | <ul style="list-style-type: none"> Changing Rooms to remain locked | <p>Paul Hendy</p> | <p>17/04/2021</p> | <p>17/04/2021</p> |
| <p>MATCH OFFICIALS</p> | <ul style="list-style-type: none"> Safe exchange of team sheets Safe method of match fee / expenses payment No changing facilities | <ul style="list-style-type: none"> Team sheets to be shared by SMS / Messenger Match fee payment by BAC's | <p>Managers</p> | <p>17/04/2021</p> | <p>17/04/2021</p> |
| <p>TECHNICAL AREAS</p> | <ul style="list-style-type: none"> Additional seating in support of social distancing Increase size of technical area | <ul style="list-style-type: none"> additional seats - home dugout additional seats - away dugout Dugouts to be extended towards corner flags | <p>Paul Hendy</p> | <p>01/08/2020</p> | <p>13/09/2020</p> |

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| WARM UP AREAS | <ul style="list-style-type: none"> Sufficient distance required between individual dedicated warm up areas for home team, away and match officials | <ul style="list-style-type: none"> Plan drawings identifying respective warm up areas to be displayed in changing rooms | Paul Hendy | 01/08/2020 | 01/08/2020 |
| SPECTATORS | <ul style="list-style-type: none"> All matches to be played behind closed doors. No spectators permitted with the exception of 1 parent or guardian / U18 player. | <ul style="list-style-type: none"> Any attending spectators to be refused entry at main entrance gate. | Committee | 17/04/2021 | 17/04/2021 |
| BOARDROOM / HOSPITALITY | <ul style="list-style-type: none"> Boardroom closed / No hospitality | | | | |
| CLUBHOUSE / BAR | <ul style="list-style-type: none"> Clubhouse closed | | | | |
| BLUES KITCHEN / SPECTATOR REFRESHMENTS | <ul style="list-style-type: none"> Kitchen closed | | | | |
| VOLUNTEERS | <ul style="list-style-type: none"> Any symptomatic volunteer, or those living with someone who is symptomatic, must self-isolate at home and not attend PPE to be supplied if requested by an individual. i.e. gloves, facemask, visor etc | <ul style="list-style-type: none"> Volunteer briefing on risks, available PPE and requirement to regularly wash hands and use sanitiser | (a) Committee (b) Employees* *Reference weekly rosters | 21/12/2020 | 21/12/2020 |
| YOUTH PLAYERS (AGED 16/17) | <ul style="list-style-type: none"> Parent written consent letter advisory. | <ul style="list-style-type: none"> No youth player to represent senior club side without parent written consent. | Team Secretary | 31/07/2020 | 04/08/2020 |