



## Hadley FC COVID 19 Risk Assessment Version 1 10.08.2020

COVID Officer: Adam Robinson

### Risk Assessment

1.1 PROMOTION OF GOOD HYGIENE FOR ALL

1.2- FACILITIES AND EQUIPMENT

1.3 - MAINTAINING SOCIAL DISTANCING AND AVOIDING CONGESTION  
IN ALL AREAS

1.4 - COVID-19 ACTIONS AND REVIEWS

### Match Days

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**PROMOTION OF GOOD HYGIENE FOR ALL /KEEPING FACILITIES AND EQUIPMENT CLEAN:**

**1.1/1.2**

<b>What are the hazards</b>	<b>Who is at risk</b>	<b>Controls Required</b>	<b>Additional Measures</b>	<b>Action BY</b>	<b>Action By When</b>	<b>Date Completed</b>
<p><b>Spread of COVID 19</b></p>	<p>Users of facilities Volunteers Spectators Players Officials</p>	<p>Promoting Good Hygiene Provide additional hand sanitizers throughout the clubhouse.</p> <p>Clearly signposted to where all users can wash their hands.</p> <p>Ensure that all hand washing stations are in good working order and provide soap, water and hand sanitizer.</p> <p>Provide hygiene standards promotional poster and signage in hand washing areas</p> <p>Use disposable paper towels in hand washing facilities.</p>	<p>Hourly check when open, process (sanitizer, soap and paper towels and hand washing stations).</p> <p>Daily stock check (sanitizer, soap and paper towels).</p> <p>Daily check (promotion posters and signage).</p> <p>Train all Volunteers and staff on new protocols and the importance of good hygiene, i.e. using PPE</p> <p>Record checks and document</p>	<p>Clubhouse staff/ General Manager</p>	<p>05/07 27/07 05/08</p>	<p>On-going Reviewed Reviewed</p>
		<p>Cleaning before during and after use throughout the clubhouse.</p> <p>Identify high-contact touch points for more regular cleaning (e.g. door handles, grab railings)</p> <p>Frequent cleaning of work areas and equipment between Provide more waste facilities.</p> <p>Remove any non-essential items that may be difficult to clean.</p> <p>Follow Public Health England guidance if a COVID-19 case is reported at the facility.</p>	<p>A responsible person to check cleaning has taken place as planned and document</p> <p>Weekly stock checks (cleaning products) recorded and documented</p> <p>Empty waste facilities regularly and wipe down.</p> <p>Train all staff on Public Health England guidance for reported COVID-19 cases.</p> <p>Use of card payments wherever possible.</p> <p>Record checks and document</p>	<p>Clubhouse staff/ General Manager</p>	<p>05/07 27/07 05/08</p>	<p>On-going Reviewed Reviewed</p>



**MAINTAINING SOCIAL DISTANCING AND AVOIDING CONGESTION**

What are the hazards	Who is at risk	Controls Required	Additional Measures	Action BY	Action By When	Date completed
Spread of COVID 19	Users of facilities Volunteers Spectators Players Officials	<p>All users required to download Evepass and hand over details for track and trace</p> <p>Clear signage so people can find their destination quickly.</p> <p>Review how people navigate through and around the clubhouse and adjust as required to reduce contact between users.</p> <p>Regulate and record numbers via evepass on entry to the clubhouse to avoid overcrowding.</p> <p>Apply two metre markings to the clubhouse entrance / toilets / and the queue to the food serving hatch.</p> <p>One-way arrows markings to help foot traffic flow management.</p> <p>Single-use doorways to avoid congestion clearly signposted and visible i.e. one way in and out of clubhouse entrances / exits.</p> <p>Single / limited use of toilet facilities to avoid congestion in confined spaces.</p> <p>Seating in stand clearly sign posted, limited use with social distancing.</p>	<p>Communication of Evepass download via social media, signage and on club website prior to match day/ event at ground</p> <p>Monitor effectiveness and delivery of RA, especially at peak times.</p> <p>Train workers to promote compliance to all users of facility</p> <p>Train workers to report / deal with issues of noncompliance.</p> <p>Daily check (promotion posters and signage).</p> <p>Review all relevant FA and Government issued guidelines and adjust controls, signage and markings as required.</p>			



## 1.4 - COVID-19 ACTIONS AND REVIEWS

Eve Pass downloaded and set up	Completed 13/08/20
Kitchen clean & checked	Completed 01/08/20
Card machine for bar	Completed 01/08/2020
Review all FA documents	Completed 29/07/2020
Risk book	Completed 01/08/2020
Copies of Risk assessment made available	Completed 14/08/2020
Stand seating social distancing	On- going
Thermometer	On-going
Check Insurance Policy	On-going
Clubhouse and outdoor area signage	On-going
Clubhouse checks & cleaning, match days	Completed 01/08/2020`
Dugout additional seating to be supplied	On going
Covid-19 Officer-Adam Robinson	08/07/2020
Team management and physio read and understanding of guidance and PPE	On-going 01/08/2020
Match day markings for Food hatch	On-going
Risk Assessment Weekly Review	On-going 01/08/2020



## **Match Day Safety Briefing for all Players and Officials**

- **Be aware of your own personal health.** If you show any of the Covid-19 symptoms you must stay at home, inform NHS Test and Trace and seek medical advice. **DO NOT ATTEND THE GROUND IF YOU ARE SHOWING ANY SYMPTOMS OF COVID 19**
- **Where possible maintain social distancing** This won't always be possible in a competitive match environment (for example when tackling an opponent) and that is acceptable. However, before, and after a game you should maintain social distancing
- **Support NHS Test and Trace.** You will be asked to provide your details via the EVEPASS APP so that in the event of a Covid-19 outbreak those potentially infected can be traced. This is to everyone's benefit so please co-operate
- **Be responsible** Read the guidance provided by The FA and by your club so that you are aware of the changes to the game and what is expected of you. This will include things like being prepared to wash your own kit, bringing your own labelled water bottle and being aware of changes to meet-up times
- **Practise good hygiene-** Wash your hands regularly and before, during and after a game.
- **After the game-** Changing rooms and showers are likely to be closed and any socialising must follow the **Government's Guidance** on social distancing.



## **Match Days NO SPECTATORS FOR PRE-SEASON**

### **Entry -**

- Sign In - Staff, Match Officials, Players, Committee, Football Management both teams with names and mobile numbers
- To be provided before each match, tick sheet for quick entry
- No cash Option
- Gates closed for behind close door games
- No programmes

### **Parking**

- Committee and staff small car park on entry to ground Players and guests main car park outside clubhouse

### **Signs:**

- Follow all signage either directional or information provided via poster, markings on ground or displayed

### **Stand:**

- Do not use seats with a cross on them

### **Dressing Rooms**

- Divide teams into two groups for each team to change and shower
- Only Physio's/ Medical staff allowed in the dressing rooms
- No team talks in dressing rooms.

### **After the Game**

- No boardroom or food
- Bar will be open