



HEALTH AND SAFETY RISK ASSESSMENT FORM

Risk Assessment Title: Returning to competitive football following Covid-19 pandemic	
Additional Information: This risk assessment has been produced collaboratively for Tadley Calleva FC returning to competitive football using the latest FA Covid-19 guidance on restarting outdoor competitive grassroots football (V1, 18/07/20) and latest Government guidance. This risk assessment will be reviewed weekly and amended as per any guidance changes by the appointed Covid-19 Officer and communicated with club management, staff, players, volunteers, officials and visitors.	
Completion Date: 26 th July 2020 Review Date: Weekly – To ensure compliance with current legislation	Risk Owner: Wayne Chivers, Tadley Calleva Secretary
Risk Assessment Team: Sandy Russell Tadley Calleva Chairman, Adam Clarke 1 st Team Manager & George Coffin Res Team Manager.	

Ref No.	What are the hazards? How could they cause harm? What are the possible injuries/illnesses?	Who could be harmed?	What control measures are already in place?	Current risk			Detail any additional control measures needed (add to action plan for implementation)	Revised risk		
				Likelihood	Severity	Risk level		Likelihood	Severity	Risk level
1.	<p>Exposure to Covid-19 through contact with others due to:</p> <p>Living with someone with a confirmed case of covid-19</p> <p>Have come into contact (within 2m for 15 minutes or more) with a Confirmed case of COVID-19</p> <p>Being advised by a public health agency that contact with a diagnosed case has occurred</p>	<p>Players, Volunteers, Staff, Officials, Visitors</p>	<p>Continue following government advise on self-isolation & general COVID-19 ongoing guidance. If you are experiencing any of the following symptoms – DO NOT attend the club. Temperature above 37.8°C A new, continuous cough Loss of or change in sense of taste and/or smell.</p> <p>Waiver forms to be complete by all Players and coaches at training and Matches declaring, they are fit and COVID-19 symptom free.</p> <p>Temperature checks on all players And coached complete before training sessions and matches.</p> <p>Track and trace process in place for all visitors to Tadley Calleva FC as per Government guidance.</p> <p>If contacted by NHS track and trace to</p>	3	1	3	<p>Review this Risk Assessment Weekly</p> <p>To continually review government and FA guidance for COVID-19.</p>	2	1	2



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			<p>Advise that you have come into contact With someone who has been confirmed</p> <p>To have Covid-19, you must self-isolate And not return to the club until you have been confirmed as clear.</p> <p>All visitors to the club should follow Good hygiene measures at all times prior to and after visiting Tadley Calleva FC</p>							
2.	<p>Transmission and spread of COVID-19 whilst visiting Tadley Calleva FC</p> <p>Not following current social distancing guidance before, during and after match</p>	<p>Players, Volunteers, Staff, Officials, Visitors</p>	<p>Safety brief including clubhouse safe systems will be given to visiting teams ahead of scheduled match and delivered to players and coaches before each training session and match.</p> <p>Covid-19 officer will deliver verbal Safety brief to all staff and volunteers On match days</p> <p>Home team will only have permitted use of the physio room for changing prior to and after any matches. (manager and starting 11 only)</p> <p>Visiting teams will have access to away team dressing room and the current officials changing room before, during and for 30 minutes following the match.</p> <p>Officials will have sole use of the home team changing room before, during and after the match.</p> <p>Additional seating will be provided for substitute players as seating in the</p>	3	1	3	<p>Additional signage required for one-way system</p>	3	1	3



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			<p>dugouts for players is not permitted.</p> <p>Only two members of the coaching team allowed in the dugouts at one time.</p> <p>All games will take place behind closed doors, no spectators allowed to watch during the month of August</p> <p>Club volunteers & staff to receive safety brief to include social distancing</p> <p>Club Covid-19 officer to oversee / supervise control measures to ensure compliance and effectiveness.</p> <p>Clear signage and one-way barriered systems in place in and around the club house.</p> <p>Doors and windows will be kept open where possible to ensure ventilation</p> <p>Floor markings indicating two meters in potential pinch point areas such as toilet and bar queues.</p> <p>No handshakes or suchlike before, during or after training / matches</p>						
3.	<p>Transmission and spread of COVID-19 whilst visiting Tadley Calleva FC</p> <ul style="list-style-type: none"> Poor Hygiene 	<p>Players, Volunteers, Staff, Officials, Visitors</p>	<p>Safety brief before each match to include reminders of the importance of washing and sanitising hands in accordance to Government advice.</p> <p>Players must wash sanitise their hands before a match, at half time and at the end of play.</p>			<p>Process required for managing stocks for soap, sanitiser and paper towels</p> <p>Hygiene standards posters for washing hands and coughing etiquette</p>	2	1	2



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			<p>Hand soap and sanitiser stations are in various locations around the clubhouse and changing rooms.</p> <p>No spitting on or off the pitch.</p> <p>Regular cleaning regime in place</p> <p>Throw away paper towels for drying hands.</p> <p>Protective screens on bar area</p> <p>No Cash, card payments only over the bar.</p> <p>Cleaning regime shared between club Officials during games and events</p> <p>Refuse bins inside and outside</p> <p>Clear signage for toilets and washing / sanitising facilities</p> <p>Club Covid-19 officer to oversee / supervise control measures to ensure compliance and effectiveness</p>	3	1	3			
4.	<p>Transmission and spread of COVID-19 whilst visiting Tadley Calleva FC</p> <ul style="list-style-type: none"> Food and drink preparation / consumption 	<p>Players, Volunteers, Staff, Officials, Visitors</p>	<p>Drinks from the bar will be served in single use cups only, No glass or ceramics.</p> <p>Players food will not be served until guidance changes</p> <p>Serving of cooked food will be at the managers desecration and supply, storage, preparation and service will follow Government standards</p> <p>All preparation and service surfaces will be cleaned regularly with anti-bacteria solution</p>	2	1	2			



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			<p>Masks and gloves are available for bar staff, it's at their discretion if they want to use them.</p> <p>Club Covid-19 officer to oversee / supervise control measures to ensure compliance and effectiveness</p>							
<p>5.</p> <ul style="list-style-type: none"> Contaminated Surfaces Keeping facilities and equipment clean 	<p>Transmission and spread of COVID-19 whilst visiting Tadley Calleva FC</p>	<p>Players, Volunteers, Staff, Officials, Visitors</p>	<p>Training & match balls, handrails and goal posts will be cleaned with antibacterial wipes or solution before and after each training session and match</p> <p>Any equipment used in training and warm-ups will be cleaned and securely stored after each use.</p> <p>All kit and bibs will be cleaned immediately after each use</p> <p>Shared water bottles aren't permitted, all players are encouraged to bring their own – no sharing!</p> <p>Regular clubhouse cleaning regime in place which includes, toilets, bar, changing rooms and showers, doors and handrails.</p> <p>Cleaning regime increased on home match days with rota and record log.</p>	3	1	3	<p>Produce cleaning logs for bar and toilets</p> <p>Produce cleaning responsibilities for contracted cleaner outlining areas that need to be cleaned and with what products. Is the cleaner allergic to any products?</p> <p>Does the cleaner need training?</p> <p>Bar staff should also have her responsibilities written down and any training / allergy requirements addressed.</p> <p>Control of substances hazardous to health assessment (COSHH)</p>	2	1	2
<p>6.</p> <ul style="list-style-type: none"> Travelling Unfamiliar surroundings 	<p>Transmission and spread of COVID-19 whilst playing an organised away fixture</p>	<p>Players, Staff</p>	<p>Players and coaches will be briefed on visiting club safety procedures and changing facilities during safety brief.</p> <p>All traveling parties should adhere to Government and FA guidance with regards to travelling to and from training and games</p> <p>Car sharing should be limited to the</p>	3	1	3				



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			same small groups. Good ventilation and face masks are advised.						
7.	Confirmed case of Covid-19 within the Tadley Calleva FC Team.	Players, Volunteers, Staff, Officials, Visitors	Track and Trace procedure Follow Government guidance on confirmed cases All training and games will cease until players and staff are clear of Covid-19.	3	1	3			
8.	Transmission and spread of COVID-19 whilst administering First aid and physiotherapy	Club Physio, Players	Physio to wear PPE as per guidance Stated in the FA First Aid guidance when administering treatment. Club to provide gloves, apron, masks For physio / first aiders Physio to keep a record of treatments Physio to adhere to and ensure compliance with latest regulations treating players on and off the field.	3	1	3			

Risk Owner [mandatory] - I have overall responsibility for the risk assessment. I understand and accept the risks and how they are being managed.

Name: Wayne Chivers	Position: Secretary	Signature: <i>w. chivers</i>	Date: 06/08/20
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If multiple departments are involved in the risk assessment, additional managers may wish to demonstrate their acknowledgement by signing below.

Additional Manager Acknowledgement [optional] - I understand and accept the risks and how they are being managed, relevant to my area of control.

Name: Adam Clarke	Position: First Team Manager	Signature: Adam Clarke	Date: 06/08/20
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Name: George Coffin	Position: Res Team Manager	Signature: George Coffin	Date: 06/08/20
Name: Bradley Nash	Position: Vets Manager	Signature: Bradley Nash	Date: 06/08/20

ACTION PLAN

Ref No.	Action required	Responsible person/s	Due date	Status / date closed
1	Weekly review this Risk Assessment and implement and communicate change	On-Going	On-Going	On-Going
2	Communicate latest COVID-19 Safety Updates	Wayne Chivers	On-Going	On-Going
3	Process required for managing stocks for soap, sanitiser and paper towels	Sandy Russell	15/08/20	Open
4	Purchase or print Hygiene standards posters for washing hands and coughing etiquette	Sandy Russell	15/08/20	Open
5	Produce paper cleaning logs / check lists for bar and toilets (for games and events)	N/A	N/A	N/A
6	Additional signage for one way system	N/A	N/A	N/A
7	Cleaner & bar staff cleaning responsibilities in writing	N/A	N/A	N/A
8	Staff & volunteer – COSHH check	N/A	N/A	N/A
9	COSHH Assessment on cleaning products	Sandy Russell	08/08/20	Open



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WORK-RELATED HEALTH AND SAFETY RISK MATRIX						
LIKELIHOOD OF HARM OCCURRING	5 Almost certain	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	4 Likely	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	3 Possible	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	2 Unlikely	LOW	LOW	MEDIUM	MEDIUM	HIGH
	1 Extremely Unlikely	LOW	LOW	LOW	MEDIUM	HIGH
		1 Injury/ill-health requiring no treatment	2 Injury/ill-health requiring first aid or routine medical treatment	3 Injury/ill-health requiring significant medical treatment or hospitalisation	4 Extensive, multiple or life changing injury/ill-health	5 Fatal or life limiting injury/ill-health
SEVERITY OF POTENTIAL HARM						