

Risk Assessment



NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Date:	August 2020
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Assessors Name:	M Ellis	Reference Number:		Review Date:	Ongoing (at least weekly or as per government guidance updates)
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Endorsed By:	R Kane	Signature:	<i>R Kane</i>	Position:	Chairman	Date:	14 th August 2020
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Description of assessment	Coronavirus (COVID-19) – Return to competitive football
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Location Details	Gainsborough Trinity FC including away games and Training
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Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
COVID-19 General	Footballers, Coaches, Volunteers	5	3	15	H	<ul style="list-style-type: none"> Anyone who meets one of the following criteria must follow the Governments guidance on Self Isolation: <ul style="list-style-type: none"> Has a high temperature, loss / change in taste or smell or a new persistent cough? Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition)? Is living with someone in self-isolation or a vulnerable person. 	<ul style="list-style-type: none"> Guidance on self-isolation found via the Government website. 			5	1	5	M



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COVID-19 Somebody showing Symptoms	Footballers, Coaches, Volunteers	5	3	15	H	<p>Should anyone show symptoms, they MUST:</p> <ul style="list-style-type: none"> Return home immediately Avoid touching anything Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. They must then follow the guidance on self-isolation and not return to training until their period of self-isolation has been completed. Screening questionnaires will be sent to footballers to complete before they return to training. Screening questionnaires will be sent to parents / guardians of children attending training sessions to complete on behalf of their household. 				5	1	5	M

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<p>Travelling to and from home games and training</p> <p>Catching and Spreading</p>	Footballers, Coaches, Volunteers	5	3	15	H	<ul style="list-style-type: none"> Where possible all footballers, Coaches and other staff will travel to games and training alone using their own transport. Footballers, Coaches and other staff are encouraged to not use public transport to arrive at games or training however if they have no choice, Government guidance will always be followed. If footballers, Coaches and other staff have no option but to share transport: <ul style="list-style-type: none"> Journeys will be shared with the same individuals and with the minimum number of people at any one time – these individuals will remain in the same training group throughout the session Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission The vehicle will be cleaned regularly using gloves and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces Hand cleaning facilities will be provided at the entrance of the ground, and in prominent places around the site to ensure that all can use them when arriving and leaving. 				5	1	5	M



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<p>Children (Under 18)</p> <p>Travelling to and from home games and training</p> <p>Catching and Spreading (continued)</p>	<p>Footballers, Coaches, Parents, Volunteers</p>	5	3	15	H	<ul style="list-style-type: none"> Parents who wish for their child to take part, will need to give written consent to the club and or coach. Ensure you are comfortable with the club's Covid-19 planning arrangements before doing so. Should only one coach be taking the session or be managing the team during a formal game, some parents / guardians are required to stay and watch for safeguarding purposes – They will be asked to watch from a distance and ensure that if they are watching together that they are social distancing. Should two Coaches be taking the sessions or managing the team during a formal game, parents / guardians will not be required for safeguarding purposes but may watch the games if stood at a suitable distance apart. If parents are not required to stay for safeguarding purposes, they are asked to stay in their car to avoid any unnecessary contact with others. 				5	1	5	M

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<p>Travelling to and from <u>AWAY</u> games</p> <p>Catching and Spreading</p>	<p>Footballers, Coaches, Coach Drivers, Volunteers</p>	5	3	15	H	<ul style="list-style-type: none"> Encourage players to travel independently as above. If the club absolutely needs to utilise coach travel or if participants have to travel with people outside of their household or support bubble for away games they and the club will try to: <ul style="list-style-type: none"> Share the transport with the same people each time Keep to small groups of people at any one time Open windows for ventilation Face away from each other Clean the car between journeys using standard cleaning products - including door handles and other areas that people may touch Ask the driver and passengers to wear a face covering as well as yourself 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 Wear face coverings on Coaches or minibuses Require regular hand sanitisation by passengers on a coach or minibus Limit the time spent at garages, petrol stations and motorway services. 				5	1	5	M

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<p>Travelling to and from <u>AWAY</u> games</p> <p>Catching and Spreading (continued)</p>	Footballers, Coaches	5	3	15	H	<ul style="list-style-type: none"> Keep distance from other people and if possible, pay by contactless Wash hands for at least 20 seconds or sanitise hands often, and always when exiting or re-entering the vehicle When finishing the journey participants will wash their hands for at least 20 seconds or sanitise their hands as soon as possible. 				5	1	5	M



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Ground Access. Games and Training Catching and Spreading	Footballers, Coaches, Volunteers	5	3	15	H	<ul style="list-style-type: none"> Changing rooms will be used for changing and showering only and done so as quickly as possible. Toilet and hand washing facilities will remain open but must adhere to current social distancing measures. All gates, access points leading to the training area will remain open where possible, minimising the touch points. should there be any common touch points, these will be regularly cleaned. If possible a one-way system will be used throughout the ground with separate entry and exit points. Hand Sanitiser to be made available at entry and exit points and at other prominent points around the ground. Hand sanitiser given to footballers and children upon arrival to site. 				5	1	5	M

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<p>Welfare & Facilities</p> <p>Catching and Spreading</p>	<p>Footballers, Coaches, Volunteers</p>	5	3	15	H	<ul style="list-style-type: none"> All players, officials, volunteers and spectators must undergo a documented self-assessment for any Covid-19-symptoms prior to any training and game No-one will leave home to participate in football if they, or someone they live with, has any of the following: <ul style="list-style-type: none"> A high temperature (above 37.8oC) A new, continuous cough A loss of, or change to, their sense of smell or taste. Clubs may wish to include temperature checks for all staff and volunteers, however, there is no Government requirement outside of the Elite Protocols to undertake this type of testing. Should a player be symptomatic or cause concern from their response to a questionnaire, then that player will be sent home immediately, dial for a test through the NHS and then allow the NHS Test and Trace service to manage contacts. Players will bring their own personal water bottle for training and matches, which will be clearly labelled, and the use of communal water bottles will be discouraged. 				5	1	5	M

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<p>Welfare & Facilities</p> <p>Catching and Spreading (Continued)</p>	Footballers, Coaches, Volunteers	5	3	15	H	<ul style="list-style-type: none"> Players will arrive ready changed where possible and bring spare clothes to travel home (or if they choose, travel home in the kit they have used). Following activity, players must refrain from any contact. Changing rooms will be used for changing and showering only and done so as quickly as possible. The Clubs will stagger the use to minimise numbers. On a matchday, the home team must make provisions of priority access for the away team. Where able, clubs should seek alternative spaces for team meetings and observe social distancing, minimising numbers with only the manager and starting 11 in attendance Indoor spaces need to have maximum ventilation as possible (such as opening windows and doors). <p>NOTE: The Welfare Regulations will still be adhered to for employees.</p>				5	1	5	M

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Competitive Games Catching and Spreading	Footballers, Coaches, Match Officials	5	3	15	H	<ul style="list-style-type: none"> Pre-match handshake should not happen. Instead players will be asked to hand-sanitise before kick-off Team talk huddles should not take place. Team talks can take place, as long as social distancing is observed and held outdoors where possible Warm-ups/cool-downs should always observe social distancing Coaches, other team staff and substitutes are allowed, but must also always observe social distancing on touchlines/dug outs. Social distancing must also be observed during interactions when a substitution is being made Set plays – free kicks: referees and coaches should encourage players to get on with the game and not unnecessarily prolong set play set-up, such as defensive walls Set plays – corners should also be taken promptly to limit prolonged close marking and goal posts should be wiped down before and after matches and at half time. Goal celebrations should be avoided Interactions with referees and match assistants should only happen with players observing social distancing 				5	1	5	M



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Competitive Games Catching and Spreading (Continued)	Footballers, Coaches, Match Officials	5	3	15	H	<ul style="list-style-type: none"> Small-sided football should be modified to provide more regular hygiene breaks in activity. Players should be discouraged from touching boards at any time, with tackling against boards discouraged. Referees should consider stopping play when this happens. Youth football coaches are encouraged to limit persistent close proximity of participants during match play (where young participants may be more likely to cluster around the ball) and provide regular hygiene breaks in activity. 				5	1	5	M



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Match Officials Catching and Spreading	Footballers, Coaches, Match Officials	5	3	15	H	<ul style="list-style-type: none"> Match officials will travel independently in accordance with transport guidance. Match preparation meetings by officials should be held by video call Physical team sheets will not be shared between the officials or opposition where possible. This can be sent electronically via photo or e-mail if required. The Respect handshake pre match will be suspended until further notice. 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. Arrangements will be made matchday payment to be paid electronically but will be communicated in advance to the match officials. Changing rooms will be used for changing and showering only and done so as quickly as possible 				5	1	5	M

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Technical Areas/ Dug Out Catching and Spreading	Footballers, Coaches	5	3	15	H	<ul style="list-style-type: none"> Seating outside of the dugout will be provided in order to provide adequate social distancing for substitutes and coaching staff. Technical areas will be extended for this purpose Spitting and the rinsing out of mouths is now a recognised risk to health and must not be done in any area Avoid shouting or raising your voice if face to face with other players. 				5	1	5	M

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Warm-up areas Catching and Spreading	Footballers, Coaches, Match Officials	5	3	15	H	<ul style="list-style-type: none"> Any warm-up areas that are in place will provide sufficient distance between the Home and Away teams A separate area for match officials will be found, these will be clearly marked and/or communicated. Spitting and the rinsing out of mouths is now a recognised risk to health and must not be done in any area Avoid shouting or raising your voice if face to face with other players. 				5	1	5	M

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Spectators Catching and Spreading	Footballers, Coaches, Match Officials, Public, Volunteers	5	3	15	H	Gatherings of more than 30 people are not permitted while social distancing. Therefore, clubs are unable to have gatherings or spectators of any size at this time for any matches or training.				5	1	5	M

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<p>Medical and Physiotherapy</p> <p>Delivering first aid potentially compromising government advised social distancing guidance</p> <p>Catching and Spreading</p>	<p>Footballers, Coaches, Medical staff, volunteers</p>	5	3	15	H	<ul style="list-style-type: none"> If possible <u>any</u> first responder to an injured player or spectator still needs to follow social distance rules unless a life or limb-threatening injury requires emergency care until the ambulance arrives. Limit access to first aid facilities to only trained first aid personnel and / or appointed person(s) If able to do so, a family member can assist with close contact first aid requirements to assist the first aider/ responder (Under 18's) Trained First aiders or other medical personnel present, will be equipped with the appropriate PPE to be used in the event that they will they need to compromise social distancing guidelines <ul style="list-style-type: none"> Disposable gloves (single use) Disposable plastic apron (single use) A fluid-resistant surgical mask (Type IIR) – can be worn without removal for up to a four-hour session, must be changed if visibly soiled, damp or damaged Eye protection (e.g. goggles or visor) can be worn without removal for up to a four-hour session, must be changed if visibly soiled, damp or damaged. Can also be re-used if cleaned according to PHE standards 				5	1	5	M

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<p>Medical and Physiotherapy</p> <p>Delivering first aid potentially compromising government advised social distancing guidance</p> <p>Catching and Spreading (Continued)</p>	<p>Footballers, Coaches, Volunteers</p>	5	3	15	H	<ul style="list-style-type: none"> Clean hands thoroughly with soap and water or alcohol sanitiser before putting on and after taking off PPE Ensure that PPE safe removal techniques are used, discarding and disposing of in the correct waste streams to avoid self-contamination Appropriate type and quantities of PPE must be available at all times and they must reflect all potential first aid situations that may arise through the course of football related activity. First aiders are required to be aware of any updated changes in first aid procedure that will be required as a result of the pandemic. Consideration must also be given to potential delays in emergency services response, due to the current pressure on resources <p>The safety of the responder is paramount and no-one is expected to provide care which jeopardises their own personal health or safety. In an emergency situation, where suitable PPE is not available, the responder must consider the potential risks to both themselves and the player and decide what level of care they feel is reasonable, This may include providing no assistance at all until the ambulance arrives or until appropriate PPE is made available.</p>					5	1	5	M



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Training Forming of groups Catching and Spreading	Footballers, Coaches	5	3	15	H	<ul style="list-style-type: none"> Competitive training can take place for all participants, in an outdoor setting provided this takes place in groups of no more than 30 (including coaches). Care should be taken on busy sites with limited access points to ensure safe play. Facilities should consider staggering start times and allowing cleaning time between changeovers of teams Clubs should determine the appropriate ratio of coaches to participants, following the relevant FA safeguarding policy Sessions might include multiple groups of 30 but only if they can be appropriately socially distanced from each other. In all settings before and after the session, and in any breaks, all participants should practise social distancing, in line with Government guidelines on two metres or 'one metre plus'. Any spectators at training sessions (including parents and carers) must be restricted to discrete six-person gathering limits and spread out, in line with wider government guidance, ensuring space for coaches. Toilets should be open pre training, during the training and for 30 minutes afterwards. Changing rooms will be used for changing and showering only and done so as quickly as possible. 				5	1	5	M



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Training Forming of groups Catching and Spreading (Continued)	Footballers, Coaches	5	3	15	H	<ul style="list-style-type: none"> If these facilities remain closed, exceptions may be made where safety and safeguarding measures require their use. For example, to supporting players with disabilities, or when a child needs a change of clothing etc. The sharing of bibs / gloves (and other equipment that would be worn) is not permitted. All players and Coaches must undergo a self-assessment for any Covid-19-symptoms. No-one should leave home to participate in football if they, or someone they live with, has any of the following: <ul style="list-style-type: none"> A high temperature (above 37.8°C); A new, continuous cough A loss of, or change to, their sense of smell or taste. This check should be done before each training session and must be recorded in regular risk assessments and it is important to note that no training session should take place without this having been done. 					5	1	5	M

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<p>Training</p> <p>Forming of groups</p> <p>Catching and Spreading (Continued)</p>	Footballers, Coaches	5	3	15	H	<ul style="list-style-type: none"> The Club will support the NHS Test and trace efforts by collecting name and contact information on participants at both training and matches. This information will be stored for a minimum of 21 days in-line relevant legal requirements. It will only be used only for the purpose of NHS Test and Trace. Hygiene facilities must be provided, and the sharing of equipment is discouraged. Some clubs may wish to have this completed in the form of an online or paper questionnaire at the start of sessions. If symptoms are checked at the start of a session rather than in advance, 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. Should an individual have demonstrated any such symptoms, they must not participate. Instead they should follow NHS and PHE guidance on self-isolation available here. Anyone who has already been instructed to self-isolate by a health care practitioner or PHE should continue to follow this advice and may not participate. 					5	1	5	M

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Training Forming of groups Catching and Spreading (Continued)	Footballers, Coaches	5	3	15	H	<ul style="list-style-type: none"> Clubs will make relevant participants aware of any increased risk associated with taking part in activity, based on the risk assessment undertaken by the club. Everyone should comply with public health restrictions and avoid high-risk behaviour outside the football setting to reduce the risk to fellow participants and other attendees. Spitting and the rinsing out of mouths is now a recognised risk to health and must not be done in any area Avoid shouting or raising your voice if face to face with other players. 				5	1	5	M



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Use and cleaning of Equipment Catching and Spreading	Footballers, Coaches, Volunteers	5	3	15	H	<ul style="list-style-type: none"> Equipment (balls, bibs, cones, goalposts etc) must be regularly wiped down with appropriate cleaning equipment and cleaned thoroughly after every session or game. All equipment will be disinfected before and after the training or games Club volunteers or players will be given to appropriate PPE (face masks and gloves) during the cleaning process. Where possible, no activities will be carried out that require handling of balls and equipment. Boots, goalkeeping gloves and other attire required for the sessions must be brought from home and not shared. 				5	1	5	M

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Clubhouse / Bar areas Catching and Spreading	Footballers, Coaches, Volunteers, Public, Match Officials	5	3	15	H	Any food or drink facilities, including bars inside a clubhouse were authorised to be open from 4th July, in accordance with the latest guidance. <ul style="list-style-type: none"> The licensee of the premises will undertake the relevant actions within the guidance and will assess the capability to open in accordance with the Government guidance. 				5	1	5	M



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COVID-19 Lack of awareness	Footballers, Coaches	5	3	15	H	<ul style="list-style-type: none"> Where possible, the latest government campaign posters will be displayed. Coaches will keep up to date with the latest Government guidance and information. We will continually adopt and review new government / WHO guidance as and when it is available. 				5	1	5	M

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Vulnerable Groups 'Increased Risk'	Footballers, Coaches	5	4	20	VH	<ul style="list-style-type: none"> Coaches and footballers / children known to be at an increased risk of severe illness from coronavirus (COVID-19) to be particularly stringent in following social distancing measures. For Coaches and footballers / children who have received information from their GP will be asked to remain shielding until further notice. 				5	1	5	M

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Guidance Notes

SEVERITY	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
	LIKELIHOOD					

LIKELIHOOD	
5	Almost Certain – Very High Risk
4	Probable – High Risk
3	50/50 – Medium Risk
2	Improbable – Low Risk
1	Almost impossible – Low Risk

SEVERITY	
5	Fatality – Very High Risk
4	Severe incapacity – High Risk
3	Absent 3 weeks – Medium Risk
2	Absent less than 1 day – Low Risk
1	Insignificant – Low Risk

1–4 LOW	5–9 MEDIUM	10–15 HIGH	16–25 VERY HIGH
Continue with existing control, however monitor for changes. Implement any additional control measures required, within the timescales given in the risk assessment.	Requires attention to reduce the rating as well as regular ongoing monitoring. Implement any additional control measures required, within the timescales given in the risk assessment.	Requires immediate attention to bring the risk down to an acceptable level. Implement the control measures required, within the timescales given in the risk assessment and continue to review working practices to reduce the probability of an accident to the lowest possible level.	Stop immediately – the risk is too high. Take immediate action to reduce the risk to the lowest level possible.

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Additional comments:

1. This risk assessment needs to be discussed with employees to ensure that they are fully aware of all control measures
2. Employees are to sign an acknowledgement sheet for their understanding of this risk assessment
3. The risk assessment is to be reviewed on an ongoing basis as per government guidance
4. This risk assessment must be approved by the nominated person for health and safety before being issued as a live document

Assessor 1 name:		Signature:		Date:	
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Assessor 2 name:		Signature:		Date:	
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I, the undersigned, have been fully briefed on this risk assessment and other control measures in place to reduce the risk of injury to the lowest possible level. I fully understand my duties as an employee, to follow the control measures in this risk assessment and the method statement.				
Employee name	Job description	Date	Employee comments/recommendations	Signature