

### Corsham Town FC Risk Assessment Form

<b>Establishment:</b> CIRENCESTER TOWN FOOTBALL CLUB (CTFC)	<b>Assessment Ref:</b> CTFC_RA_04 COVID19	<b>Date:</b> 30-07-2020
<b>Department:</b> MATCH DAY PROCEDURES	<b>Assessment Type</b> (Note 1) tick as appropriate	
	Specific <input type="checkbox"/>	Generic <input checked="" type="checkbox"/>

**Activity/Process:**

1. This RA sets the conditions to allow CTFC to be a safe place to resume home competitive football matches and where the risk of COVID19 (C19) infection whilst at CTFC is reduced As Low As Reasonably Practicable Possible (ALARP).  
This RA covers:

- a. Players Management and Officials
- b. The elements of the process are in the list of hazards below.

2. Any mitigations identified in this RA will only be effective if properly briefed, understood and implemented. Those responsible and involved should always consider the C19 risks for any task and constantly observe, assess and analysis the environment and adjust their working practices to mitigate the hazard (Dynamic RA).

3. Any related incidents involving possible or actual exposure at work to C19 are to be reported as per the Government guidelines

Who is at risk:

All players/management and officials

All attending

Ref	Hazard	RA Required
1	<b>Contracting Covid-19</b>	YES
2	<b>Travelling to and from the game</b>	YES
3	<b>Responsibilities of those organising, playing, managing or officiating</b>	YES
4	<b>Teams match day procedures</b>	YES
5		
6		
7		

Likelihood				Risk Matrix				
Common, regular or frequent occurrence.		3	3 Med		6 High		9 High	
Occasional occurrence.		2	2 Low		4 Med		6 High	
Rare or improbable occurrence.		1	1 Low		2 Low		3 Med	
Severity		1 Minor injury or illness.		2 Serious injury or illness.		3 Fatalities, major injury or illness.		

Hazard Ref (Ser)	RISK Associated with Hazard (How people may be harmed – type of injury or ill health)	Existing Control Measures (Note 2)	Risk Rating	Additional Controls Required (Note 2)	Review frequency (Note 3)
01	Contracting Covid19	<ul style="list-style-type: none"> <li>• All to follow COVID19 Government Guidelines prior to attending CTFC.</li> <li>• All should be aware of Government Guidelines to confirm if COVID-19 free of infection, if unsure then that person or persons should not attend.</li> <li>• Anyone self-isolating whether due to personal situation or due to others must not attend CTFC</li> <li>• Anyone with a medical condition that could increase their likelihood of catching C19 must not attend CTFC</li> <li>• Always maintain Social Distancing and keep a minimum of two meters (6ft) apart including when you are seated.</li> <li>• Posters are displayed throughout the CTFC to advise on suitable handwashing techniques.</li> </ul>	1 x 2	<ul style="list-style-type: none"> <li>• Scott Griffin has been appointed as CTFC COVID-19 officer (07968 338106)</li> <li>• Advance notification of the contents of this assessment are available via the CTFC web site</li> <li>• All players, management and match day officials should confirm prior to attending the ground they do not have any of the following symptoms.</li> <li>• A new continuous cough</li> <li>• Shortness of breath or sore throat</li> <li>• Loss of or change in normal sense of taste or smell</li> <li>• Feeling generally unwell</li> <li>• Been in close contact with/living with a suspected or confirmed case of COVID-19 in the previous two weeks</li> <li>• If someone becomes unwell at CTFC with any of the above, they will be sent</li> </ul>	Monthly

		<ul style="list-style-type: none"> <li>• CTFC will supply suitable soap and hand washing material.</li> <li>• Note NHS Guidance is regularly changing as new Information comes to light, the CTFC COVID officer Managers, Coaches and others involved are to regularly check on the NHS info site for updates.</li> <li>• Hand washing guidance for the recommended 20 seconds and checking on the latest changes to social distances guidance is most important.</li> </ul> <p><a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a></p>		<p>home immediately and advised to follow the government guidelines.</p> <ul style="list-style-type: none"> <li>• Equipment balls posts pre match training aids will be cleaned and sanitized after use.</li> <li>• All waste is to be double bagged, securely tied, kept separate from the isolated individuals for 72 hours and then disposed of via the external general waste bins</li> </ul>	
02	<b>Travelling to and from CTFC</b>	<ul style="list-style-type: none"> <li>• All must follow Social Distancing Guidelines and other relevant Government Guidelines.</li> </ul>	1 x 2	<ul style="list-style-type: none"> <li>• Hand sanitiser will be available when arriving and leaving CTFC</li> <li>• Preferable if persons can cycle or walk to CTFC</li> <li>• Preferable if all could arrive changed ready for the match</li> <li>• There should be no car sharing with anyone outside your household or support bubble</li> <li>• If participants do have to travel with people outside their household or support bubble, they should try to: <ul style="list-style-type: none"> <li>• Share the transport with the same people each time</li> <li>• Open the windows for ventilation</li> <li>• Ask the driver and passenger to wear face covering</li> </ul> </li> <li>• If attending in a vehicle apply Social Distancing measures when parking. Avoid parking next to a car with</li> </ul>	Monthly

				<p>occupants but if unavoidable keep two car door widths apart.</p> <ul style="list-style-type: none"> <li>• If occupants are in an adjacent vehicle wait for them to vacate their vehicle prior to getting out.</li> <li>• Try to arrive and leave punctually</li> </ul>	
03	<p><b>Responsibilities of those involved and organising the match.</b></p>	<ul style="list-style-type: none"> <li>• All must follow Social Distancing Guidelines and other relevant Government Guidelines</li> <li>• Follow the procedures identified at Serial 1 and 2 above.</li> <li>• The first aider must have appropriate PPE and RPE</li> </ul>	1 x 2	<ul style="list-style-type: none"> <li>• Individuals should make themselves familiar with the contents of this Risk Assessment and adhere to its recommendations. <b>The club secretary should forward a copy of this document to the three officials and the secretary of the visiting team.</b></li> <li>• <b>The club secretary will offer the officials the opportunity to provide bank details to avoid money being handled</b></li> <li>• If a player/official is injured only a member of their household should aid them. If the issue is more serious a first-aider with appropriate PPE/RPE (a minimum of a face mask and gloves) should attend.</li> <li>• Individuals should bring their own-water bottle and sanitiser suitably marked.</li> <li>• Managers, Coaches should confirm all of those involved have none of the symptoms mentioned at 1 above.</li> </ul>	Monthly
04	<p><b>Team match day procedures</b></p>	<p>All those attending should follow the requirements of this risk assessment</p>	1 x 2	<ul style="list-style-type: none"> <li>• <b><u>The following self-checks should be undertaken by players/managers etc prior to a match</u></b></li> <li>• Had a high temperature above 37.8C</li> <li>• Developed a new continuous cough</li> </ul>	Monthly

			<ul style="list-style-type: none"><li>• Shortness of breath or sore throat</li><li>• Loss or change in normal sense of taste or smell</li><li>• Is feeling unwell</li><li>• If any of these symptoms are shown the player should be sent home and follow government guidelines</li><li>• If during the game a player shows any of these symptoms, they must be told to immediately leave the pitch and go home</li><li>• Sanitizers will be in each of the three changing rooms players /officials should use each time when entering and leaving the changing areas.</li><li>• Whist warming up and cooling down social distancing guidelines should be applied</li><li>• Ensure equipment is handled as little as possible by as few people as possible. Equipment used should be cleaned after the warm up, if the equipment is used by more than one person, they should immediately wash their hands.</li><li>• All involved in the match are to refrain from spitting, chewing gum is not allowed</li><li>• Limit shouting and observe social distancing when speaking to officials</li><li>• No huddles, goal celebrations or handshakes prior to the game</li><li>• Substitutes will sit in the stands "behind" the touchline fence</li><li>• Individual players are to place their kit (in the manner it was handed out) into</li></ul>	
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				<p>yellow bags these will then be placed in the kit bags</p> <ul style="list-style-type: none"> <li>• If changing rooms are not in use an external toilet (end of the club house) has hand washing facilities (soap provided) and sanitisers. Washing of hands is preferable and should be undertaken when the match session has finished.</li> <li>• <b>The home team will change in the clubhouse changing rooms, away team will change in the Arena Block changing rooms away from main clubhouse to allow social distancing to be observed</b></li> </ul>	
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<b>Manager / Coach Assessment Review (Note 3 and 4)</b>							
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<b>Assessor</b>		<b>Manager / Coach (Note 4)</b>			<b>Overall Activity/Process Risk Rating</b>		
Name	S Griffin	Name	J Brough		<b>Medium</b>		
Position	CTFC COVID-19 Officer	Position:	Manager				
Date	30 July 2020	Date	30 JULY 2020				
Sig	Original Signed	Sig					

<b>Manager / Coach Assessment Review (Note 3 and 4)</b>							
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Date:		Date:		Date:		Date:	
Name:		Name:		Name:		Name:	

<b>Notes:</b>							
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**Notes:**

- 1 If using a 'Generic' risk assessment, Managers, and others involved are to satisfy themselves that the assessment is valid for the task and that all significant hazards have been identified and assessed. If additional hazards are identified they are to be recorded and attached to the Generic assessment.
- 2 Only a reference or simple description of the control measures is required. If the risk assessment identifies the need for additional control measures, the hazard will need to be reassessed once the additional controls have been implemented.
- 3 Risk Assessments are to be reviewed:
  - at a frequency proportional to the risk (e.g. high risk – 6 monthly; medium risk – annually; low risk – every 2 years) **As government amendments to COVID19 are now issued monthly the assessment will be reviewed at least monthly**
  - where required by local instructions/procedures.
  - if the safe execution of the activity relies on stringent supervision and/or adherence to a safe system of work.
  - if there is reason to doubt the effectiveness of the assessment.
  - following an accident/incident or near miss.
  - following significant changes to the task, process, procedure, personnel Managers, Coaches and others involved.
  - following the introduction of more vulnerable personnel.
  - Prior to use if a "Generic" assessment.
- 4 Managers and others involved are to note that they are responsible and take ownership for production of the Risk Assessment and that they are signing to indicate that they consider the risks acceptable and the assessment is suitable and sufficient.

High	Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Medium	Occasional occurrence.	2	2 Low	4 Med	6 High
Low	Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
Risk Matrix Likelihood X Severity			1	2	3
			Minor injury or illness.	Serious injury or illness.	Fatalities, major injury or illness.
			Low	Medium	High
High	Improve control measures; consider stopping work. Conducting work at this level of risk is to be reported up the Line Management / Command chain.				

Medium	Review control measures and improve if reasonably practicable to do so, consider alternative ways of working.
Low	Maintain control measures and review regularly or if there are any changes.