COVID-19 RISK ASSESSMENT - CHEDDAR FC

What are the hazards	Who might be harmed	Controls Required	Additional controls	Any further actions required to improve controls and reduce risk further or improve effectiveness?	Date Improvements carried out
Spread of Covid-19 - within Clubhouse	Players, officials, staff, volunteers, spectators, others	Provide hand sanitisers throughout the clubhouse	Hourly check of supplies at wash facilities e.g. soap		31st July 2020
		Signage to wash hands	Any additional signage		31st July 2020
		Ensure wash and drying facilities are working and provide soap and hand sanitiser	Pre match stock check of hand sanitisers/soap		Ongoing
		Provide hygiene promotional posters throughout clubhouse	Pre match check of promotional hygiene posters and signage		31st July 2020
			Train all workers on new protocols and the importance of good hygiene		28th July 2020

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Spread of Covid-19 - maintaining facilities	Players, officials, staff, volunteers, spectators, others	MAINTAIN CLEAN FACILITIES AND EQUIPMENT			

Ensure cleaning of clubhouse/kitchen/changing rooms/equipment after use	A responsible person to check cleaning has taken place as planned. Monitor effectiveness	Meeting between Committee and Clubhouse Manager to review and agree any additional cleaning requirements	28th July 2020 & Ongoing review
Identify high-contact touch points for more regular cleaning e.g. credit card machine, handles etc	Empty waste facilities and cleaning regularly wearing appropriate PPE E.g. gloves - single use	Meeting between Committee and Clubhouse Manager to review and agree any additional cleaning requirements	28th July 2020 & Ongoing review
Frequent cleaning of work areas and equipment between use e.g. physio benches and bar surfaces.	Train all workers on Public Health England guidance fore reported Covid-19 cases	Meeting between Committee and Clubhouse Manager to review and agree any additional cleaning requirements	28th July 2020 & Ongoing review
Provide more waste facilities	paper towels etc going to be used more often so larger or increased number of bins will be needed as well as regular monitoring and emptying	Meeting between Committee and Clubhouse Manager to review and agree any additional cleaning requirements	28th July 2020 & Ongoing review
Remove any non-essential items that may be difficult to clean	Anything which might see a high volume of interaction such as toys etc which would normally be available should be stored away	Removed sofa's and removed excess chairs and bar stools	28th July 2020

		Follow Public Health England guidance if a COVID-19 case is reported at the facility.		Staff and committee are aware of requirements and have introduce signing in book for all visitors for Track and Trace.	28th July 2020 & Ongoing review
What are the hazards	**Who might be harmed**	**Controls Required**	**Additional controls**	**Any further actions required to improve controls and reduce risk further or improve effectiveness?**	**Date Improvements carried out**
Spread of Covid-19 maintaining and monitoring social distancing in Clubhouse	Players, officials, staff, volunteers, spectators, others	MAINTAINING SOCIAL DISTANCING AND AVOIDING CONGESTION IN THE CLUBHOUSE - Provide signage for people to find their destination where possible using a one way system to assist with footfall and social distancing	Train workers/staff to encourage compliance to facility users	Meeting between Committee and Clubhouse Manager to review and agree changes required, including spacing out table and chairs, notices on tables, removing additional chairs etc	28th July 2020 & Ongoing review
		Review traffic flow through clubhouse to avoid congestion	Monitor effectiveness and make changes where possible	Meeting between Committee and Clubhouse Manager to review and agree changes required, including one way system to operate, distance markers on floor, doors propped open, areas cleared of table and chairs to assist flow of people and notices up in clubhouse to direct etc	28th July 2020 & Ongoing review
		Single use doorway entrance/exit	Train workers to encourage compliance to facility users	Meeting between Committee and Clubhouse Manager to review and agree changes required, including one way system to operate	28th July 2020 & Ongoing review
		Regulate entry to the clubhouse to avoid overcrowding	Train workers to report/ manage issues of non-compliance without conflict	Staff and committee are aware of requirements and empowered to eject any members, players or visitors who do not comply	28th July 2020 & Ongoing review

		2 person use of toilet facilities only	2 person maximum allowed in the toilet facilities and remind people of the other locations of toilets which might be available to them in the clubhouse	Staff and committee are aware of requirements, with signage introduced to facilities.	28th July 2020 & Ongoing review
What are the hazards	**Who might be harmed**	**Controls Required**	**Additional controls**	**Any further actions required to improve controls and reduce risk further or improve effectiveness?**	**Date Improvements carried out**
Spread of Covid-19 - Kitchen and post match meals for players and officials	Players, officials, staff, volunteers, spectators, others	MAINTAINING SOCIAL DISTANCING AND AVOIDING CONGESTION WHEN PROVIDING POST MATCH FOOD -	Only allowing one person up to the hatch to collect their food at any one time. Food to be served as individual portions so that items are not repeatedly touched by different people. Train workers to encourage compliance to facility users, food to be provided	At present no post match food being served. Will monitor and review and agree protocols once have direction from leagues but if introduced will be single person portions	
		Manage traffic flow through club to avoid congestion and breach of social distancing	plated up and one person to come up and collect food at a time	Meeting between Committee and Clubhouse Manager to review and agree changes required, including one way system to operate, distance markers on floor, doors propped open, areas cleared of table and chairs to assist flow of people and notices up in clubhouse to direct etc	28th July 2020 & Ongoing review

		Provide more waste facilities	Empty waste facilities regularly wearing appropriate PPE E.g. gloves - single use	Meeting between Committee and Clubhouse Manager to review and agree any additional cleaning requirements	28th July 2020 & Ongoing review
		Limit the use of equipment to be handled e.g. disposable cutlery/cups	Provide cleaning equipment and clean facilities after, possibly use disposable plates and cutlery.	At present no post match food being served. Will monitor and review and agree protocols once have direction from leagues but if introduced will be single person portions	
		Provide hand sanitisers on tables for players, officials etc post meal		Hand Sanitisers and disinfectant, with disposable towels in all changing rooms.	28th July 2020 & Ongoing review
		Provide hygiene promotional posters throughout the club			28th July 2020 & Ongoing review
		Food handlers to wear PPE	face masks and gloves to be provided by the club for staff	At present no food being served. Will monitor and review and agree protocols once have direction from leagues but if introduced will be single person portions	
		Help yourself' food products to be moved to avoid cross contamination	all food to be served prepared for the individual - no large bowls of chips etc which could be shared as well as utensils	At present no food being served. Will monitor and review and agree protocols once have direction from leagues but if introduced will be single person portions	
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Spread of Covid-19 - Changing Rooms	Players, officials, staff, volunteers, spectators, others	MAINTAINING SOCIAL DISTANCING AND AVOIDING CONGESTION IN THE CHANGING ROOMS -			
		Provide hand sanitisers in the changing rooms	Regular check of supplies at wash facilities e.g. soap	Hand Sanitisers and disinfectant, with disposable towels in all changing rooms.	31st July 2020
		Provide hygiene promotional posters throughout in the changing rooms	Pre match stock check of hand sanitisers/soap	New signage in changing rooms	31st July 2020
		Provide cleaning equipment for the changing rooms	Pre match check facilities and equipment has been cleaned	All managers and committee have attended meeting and aware of requirements and taking responsibility for their own teams	Ongoing
		Provide adequate signage outside the changing rooms to avoid queues and congestion	Train all workers on new protocols and the importance of good hygiene/cleaning	Meeting between Committee and Managers to review and agree changes required, including one way system to operate, doors propped open	3rd August 2020
		Individual water bottles	Players to bring their own water bottles or water bottles to be individually labelled for each player to ensure no cross contamination.	Meeting between Committee and Managers to review and agree changes required - all teams communicated to	3rd August 2020
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Spread of Covid-19 General upkeep and maintenance of facilities and equipment	Players, officials, staff, volunteers, spectators, others	PROMOTING HEALTH & SAFETY			

		First aider guidelines and precautions for COVID-19	Pre match check facilities and equipment has been cleaned	All managers and committee have attended meeting and aware of requirements and taking responsibility for their own teams	Ongoing
		Appropriate PPE for first aiders / physio	Train first aiders in use of PPE	Meeting between Committee and Managers to review and agree changes required - all teams communicated to	3rd August 2020
		Provide cleaning equipment for first aid facilities		Hand Sanitisers and disinfectant, with disposable towels in all changing rooms.	31st July 2020
		Pre match cleaning of equipment e.g. physio couch/Defib		All managers and committee have attended meeting and aware of requirements and taking responsibility for their own teams	Ongoing
What are the hazards	**Who might be harmed**	**Controls Required**	**Additional controls**	**Any further actions required to improve controls and reduce risk further or improve effectiveness?**	**Date Improvements carried out**
Spread of Covid-19 - Pre-match routine	Players, officials, staff, volunteers, spectators, others	PRE - MATCH	As per FA Covid Refs guidelines	Meeting between Committee and Mangers to review requirements and make players aware.	3rd August
		Safe exchange of team sheet	using social distancing - potentially outside in open space with plenty of room	Meeting between Committee and Mangers to review requirements and make Managers are aware.	3rd August
		Additional seating in technical area	Seating 2m apart and clearly marked as reserved seating	Meeting between Committee and Mangers to review requirements and make players aware.	3rd August
		Safe payment of any fees	BACS where possible to all referees and assistants	In discussions with Leagues to ensure all officials are happy with this	Ongoing

	Tunnel management	As per FA Covid Refs guidelines - we could use the side access whilst the opposition enter the field of play via the main door	Meeting between Committee and Managers to review and agree changes required, including one way system to operate, doors propped open	3rd August