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| **ALFOLD FC – COVID-19 RISK ASSESSMENT** | | | | | | | | | | | | | | | | | | | | | | | |
| **Covid-19 Officer: John Bellamy – Mobile:07917 135212 – Email: alfoldfc.chairman@yahoo.com** | | | | | | | | | | | | | | | | | | | | | | | |
| **Members of: Southern Combination Football League, Junior Premier League, Mid Sussex Youth Football League** | | | | | | | | | | | | | | | | | | | | | | | |
| EVENT: | | | | | | | | | VENUE NAME & ADDRESS: | | | | | | | | | | | | | | |
| DATE: |  |  |  |  |  | |  | | |  | |  |  | |  |  | |  |  |  | |  | |
| VENUE LEAD CONTACT NAME: | | | | | | | | | | | | | | VENUE LEAD CONTACT NUMBER: | | | | | | | | | |
| SESSION LEAD CONTACT NAME: | | | | | | | | | | | | | | SESSION LEAD CONTACT NUMBER: | | | | | | | | | |
| CLUB SAFEGUARDING OFFICER NAME: | | | | | | | | | | | | | | CLUB SAFEGUARDING OFFICER NUMBER: | | | | | | | | | |
| CLUB CHILD WELFARE OFFICER NAME: ELLEN TIMLIN | | | | | | | | | | | | | | CLUB CHILD WELFARE OFFICER NUMBER: 07926 965858 | | | | | | | | | |
| **Following club policies & procedures** | | | | | | **Yes** | | **No** | | | **Emergency Procedures** | | | | | | | | | | | | |
| Self Screening Assessment | | | | | |  | |  | | | Emergency Action Plan | | | | | | | | | | Yes | | No |
| Attendance Registers | | | | | |  | |  | | | Fire meeting point | | | | | | Centre of cricket green | | | | | | |
| Attendance Protocols Management & Players | | | | | |  | |  | | | Emergency vehicle access | | | | | |  | | | | | | |
| Attendance Protocols Spectators & Visitors | | | | | |  | |  | | | Location of any access/barrier keys | | | | | |  | | | | | | |
| Player code of conduct | | | | | |  | |  | | | Air Ambulance landing station | | | | | | Centre of cricket green | | | | | | |
| Parent & spectator code of conduct | | | | | |  | |  | | | Defibrillator location | | | | | | Wall of Village hall | | | | | | |
| Safeguarding children | | | | | |  | |  | | |  | | | | | |  | | | | | | |
| Use of photography & filming | | | | | |  | |  | | |  | | | | | |  | | | | | | |
| Social media use | | | | | |  | |  | | | **Insurance Cover** | | | | | | | | | | **Yes** | | **No** |
| Equality, diversity & inclusion | | | | | |  | |  | | | Personal Accident & Public Liability insurance cover | | | | | | | | | |  | |  |

**This document is to be completed in full prior to every activity by the venue lead in consultation with all other senior figures in attendance.**

**The same document can used multiple times (15) with the date entered for each activity.**

**It is the responsibility of the venue lead to add or alter any risks they believe pose a risk to the sheets below at every activity.**

**It is the responsibility of the venue lead to initial against all items on sheets below at every activity.**

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| **ALFOLD FC – COVID-19 RISK ASSESSMENT** | | | | | |
| **Covid-19 Officer: John Bellamy – Mobile:07917 135212 – Email: alfoldfc.chairman@yahoo.com** | | | | | |
| **Members of: Southern Combination Football League, Junior Premier League, Mid Sussex Youth Football League** | | | | | |
| **CAR PARK, SPORTS CLUB HOUSE & GENERAL USE AREAS** | | | | | |
| **What are the hazards?** | **Who may be at risk?** | **Risk** | **Controls required** | **Person** | **Date** |
| **Gathering in the following areas when arriving, during & departing the ground at training or match days.**  **• Car park**  **• Seating area outside clubhouse**  **• Pathway to rear pitch** | **• Players**  **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Red** | **• Everyone who may attend are to receive training & match day protocols explaining processes whilst on site.**  **• Clear signage reiterating protocols, one way movement & social distancing guidelines.**  **• Car park supervisor in hi-viz directing public & traffic ensuring no gathering of large groups.**  **• Ensure drivers are aware & comply with speed restrictions.** |  |  |
| **Travelling to & from the following.**  **• Training sessions**  **• Home fixtures**  **• Away fixtures**  **• Meetings**  **• Social events** | **• Players**  **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Red** | **• Ensure all persons travelling are aware of current government guidelines.**  **• Ensure support bubbles are in place.**  **• Avoid public transport.**  **• Wear face masks for whole journeys.**  **• Meet on time & allow enough time for safe journey & unexpected events.**  **• Coaches are not to travel with U18 on their own unless it is a family member.** |  |  |
| **Use of Sports Club.** | **• Players**  **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Green** | **• Sports Club is currently closed for refurbishment.**  **• Keep use of Sports Club to a minimum.**  **• Ensure all persons follow the Sports Club protocols & signs that have been implemented.**  **• To ensure social distancing measures are followed.**  **• Follow one way public traffic system.** |  |  |
| **Access to all areas for the following vehicles.**  **• Emergency services**  **• Grounds Maintenance vehicles** | **• Players**  **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Red** | **• Ensure all access ways are cordoned off to allow free access without delay.**  **• Designated car park attendant monitors parking of vehicles as not to restrict any access ways.** |  |  |
| **The following items being brought to the ground.**  **• Dogs**  **• Pets**  **• Bikes, scooters, skateboards, etc.** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Amber** | **• Guide dogs are permitted with owner on site.**  **• Dogs are welcome with owners but must be on a leash & waste cleared & disposed of in appropriate bin located at the end of the access way to rear pitch.**  **• No dangerous pets/animals are allowed on site.**  **• Users must be respectful & not use in the Sports Club or public pathways, the club accepts no liability if user injures themselves.** |  |  |
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| **Covid-19 Officer: John Bellamy – Mobile:07917 135212 – Email: alfoldfc.chairman@yahoo.com** | | | | | |
| **Members of: Southern Combination Football League, Junior Premier League, Mid Sussex Youth Football League** | | | | | |
| **CHANGING FACILITIES, TOILETS & EQUIPMENT STORAGE** | | | | | |
| **What are the hazards?** | **Who may be harmed?** | **Risk** | **Controls required** | **Person** | **Date** |
| **Access to the following areas.**  **• Changing rooms & corridors**  **• Showers** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Red** | **• These areas will now be open in line with government & FA guidelines.**  **• Everyone using these areas must observe social distancing measures. Access to changing rooms should ideally be staggered in order to offer adequate social distancing.**  **• Under stage 1 Home team will use away changing room Away 2 & use rear entrance coming in & out to avoid cross over in corridors with opponents.**  **• Under stage 1 Away team will use home changing room Home 2 & use main entrance coming in & out to avoid cross over in corridors with opponents.**   * **Match officials will use changing room Officials 2 & use rear entrance. Leaving ahead of Home team so as to avoid cross over in corridors with opponents.**   **• All changing room areas to be thoroughly cleaned & disinfected.** |  |  |
| **Access to following areas.**  **• Toilets** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Red** | **• There will be a strict one in one out policy.**  **• Signs for hand cleaning & sanitising.**  **• Sanitiser dispenser always available.**  **• Regular checks & toilets cleaned sanitised.**  **• Male & Female to use separate allocated areas.**   * **Match officials have own toilet facilities within designated changing room.** |  |  |
| **Access to equipment storage areas**  **• Home changing room 1**  **• Away changing room 1**  **• Officials changing room 1**  **• Garage**  **• Mobile goals** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Amber** | **• Keep areas locked & secure to prevent access.**  **• Keep people entering these areas to a minimum.**  **• All equipment to be disinfected before each use & after.**  **• If equipment is used by others it must be cleaned with antibacterial wipes each time.**  **• Mobile goals to be locked to prevent general public from moving & damaging or causing injury.** |  |  |
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| **TRAINING & MATCH AREAS** | | | | | |
| **What are the hazards?** | **Who may be harmed?** | **Risk** | **Controls required** | **Person** | **Date** |
| **The presence of following could cause injury or ill health in training & playing areas.**  **• Potholes**  **• Animal faeces**  **• Standing water**  **• Other foreign objects**  **• Ice / Snow**  **• Uneven Lighting under floodlights** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Amber** | **• Management & club officials to carry out walk throughs & check all areas before any activity commences.**  **• Cancel any activity if hazard cannot be made safe.**  **• Any dangerous areas are cordoned off.** |  |  |
| **The following items listed below.**  **• Goalposts**  **• Corner Flags**  **• Balls** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Amber** | **• Training & match day protocols to be followed.**  **• Goalposts & corner flags used are disinfected after every use.**  **• Balls are to only be retrieved by designated person & cleaned with antibacterial wipes prior to being used again.** |  |  |
| **The following items listed below.**  **• Dugouts**  **• Stands**  **• Wooden pitch barrier** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Red** | **• Training & match day protocols to be followed.**  **• Social distancing measures to be implemented.**  **• Spectators & visitors encouraged to bring their own seat & take home.**  **• Ensure same seat policy in stand, with some seats made out of use to ensure social distancing.**  **• Dugouts & seats used are disinfected after every use.** |  |  |
| **Access to the main ground** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Red** | * **Stage 1** * **Officials will enter the pitch via the main pitch entrance (see site map) after the Home team players &management.** * **The Away team players & management will enter via the designated away team gate (see site map).** * **Home spectators will enter the ground via the main pitch entrance only after the Home players & management and match Officials.** * **Away spectators will enter via the gate at the northern end of the ground (see site map)** * **All spectators must sign the track and trace register.** * **Exit from the ground will be via the same used to enter. Social distancing to be observed.** * **Stewards will be in situ to advise on social distancing best practise.** * **Stage 2 – a different entrance protocol will be in use.** |  |  |
| **A person attending carrying the virus unknowingly.** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Spectators & visitors**  **• Parents**  **• General public** | **Red** | **• Track & trace documents must be completed without fail by every person that attends the site.**  **• This information should be stored for a minimum of 21 days in line with the Government guidelines.** |  |  |
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| **PLAYERS, COACHING STAFF & OFFICIALS** | | | | | |
| **What are the hazards?** | **Who may be harmed?** | **Risk** | **Controls required** | **Person** | **Date** |
| **Club members ignoring the following could result in the catching & spreading of Covid-19,**  **• Social distancing measures.**  **• Club protocols**  **• Traffic systems for movement around the site.** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Club Officials** | **Red** | **• Members should be repeatedly be made aware of club policies & measures.**   * **All participants must carry out own health self assessment before travelling to any match or training session.** |  |  |
| **Travelling with people outside of your bubble could result in the catching & spreading of Covid-19.** | * **Players**   **• Coaches & management**   * **Match Officials**   **• Club Officials** | **Red** | **• Members should travel alone where possible.** |  |  |
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