**A close up of a sign

Description automatically generatedBurgess Hill Town FC - COVID-19 Risk Assessment (Match Day)**

**Activity:** Adult Football (Matches – Senior men’s, Women’s and Isthmian u18s)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **5** | **5** | **10** | **15** |  | **20** |  | **25** |  |
|  |  | **4** | **4** | **8** | **12** |  | **16** |  | **20** |  |
| **Risk Rating** |  | **3** | **3** | **6** | **9** |  | **12** |  | **15** | **Likelihood (L) x** |
| **Likelihood (L)** | **2** | **2** | **4** | **6** |  | **8** |  | **10** | **Severity (S) =** |
| **Guidance** |  | **1** | **1** | **2** | **3** |  | **4** |  | **5** | **Risk Rating (RR)** |
|  |  |  | **1** | **2** | **3** |  | **4** |  | **5** |  |
|  |  |  |  | **Severity (S)** | | |  |  |  |  |
|  | **High Risk** | High risk activities must cease immediately | | | | | | |  |  |
|  | Further effective control measures must be implemented to mitigate the | | | | | | | | |
|  | **15-25** |
|  | risks. |  |  |  |  |  |  |  |  |
| **Acceptability** |  |  |  |  |  |  |  |  |  |
| **Medium Risk** | Medium risks can be tolerated short term but only whilst additional control | | | | | | | | |
| **of** | **8-12** | measures planned and put in place to mitigate the risks to low levels. | | | | | | | | |
| **risk guidance** |
|  |  |  |  |  |  |  |  |  |  |
|  | **Low Risk** | Low risks are largely acceptable. Where it is reasonable to do more efforts | | | | | | | | |
|  | **1-6** | should be made to further reduce the risks. | | | | | | |  |  |
|  |  |  |  |  |  |  | |  |  |  |
| **Guidance.** | **1 Identify the person(s) at risk and significant hazards** | | | | | | | |  |  |
| **When** | **2 Calculate an initial RR for the activity** | | | | | |  |  |  |  |
| **completing** | **3 Identity risk control measures that reduce the risks to an acceptable level** | | | | | | | | | |
| **a risk** |
| **4 Calculate a revised RR - you should consider how much safer the task will be if** | | | | | | | | | |
| **assessment** |
| **you should:** | **the control measures are followed. Here, you should consider changing both** | | | | | | | | | |
|  | **the likelihood (L) and the severity (S) ratings** | | | | | |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

**Location: More than Tyres Stadium**, Maple Drive, Burgess Hill, West Sussex RH15 8DL **Date:** Dec-20 (v3) **Assessed by;** Colin Obbard (Designated Covid Officer)

**Key Information**

* Personal distancing of 2m shall be maintained where reasonably practicable. Signs around the ground will highlight social distancing, Club stewards will also be reinforcing this if required.

*Announcements over public address system – pre match / half time to remind spectators of the social distancing procedures.*

*Stewards to remind any group/groups of spectators to be in group/s of up to 6 where possible and in household/support bubbles.*

* When 2m distancing is not possible 1m plus should be maintained or PPE will be required if indoors.
* On arrival at the ground before stadium admission is approved parking will be managed and stewards will support entry to the ground where Track & Trace details will be required for entry.
* A COVID-19 register will be taken by our COVID officer or designate for track & trace purposes. Players and officials from visiting clubs must email intended people attending the fixture in advance to the club secretary.
* **All spectators will be advised to check for symptoms prior to entry to the fixture and reminded to self-isolate if required. Anyone exhibiting symptoms will be refused entry and asked to leave the ground.**
* The COVID-19 register will be retained in line with GDPR requirements for a minimum period of 21 days.
* Hand sanitiser will be available on admission and throughout the stadium at various contact points. (Main stand, Entrance to/from bar area, Back of the Net and toilet areas).
* Entry to the fixture can be made by contactless card or cash. Stewards will direct spectators to the appropriate turnstile for entry.
* Dug outs are only to be used by management and coaching staff during the match to include 2 substitutes, remaining 3 substitutes must use the right (away) and left (home) areas next to the dugouts. Areas will be clearly marked.
* The main stand area is for officials/spectators of both clubs and distancing must be maintained. Spectators are to be reminded of social distancing and sitting in the correct parts of the stand. Rows 1, 3 and 5 only. Rows 2 and 4 will be unavailable for sitting in.
* Please when entering and exiting the clubhouse to follow the one way system in place.
* All refreshments **ONLY** to be consumed in seating areas (stands) **BEFORE** and **DURING** the game.
* **NO** refreshments to be consumed in **ANY** inside areas.
* The bar will be closed **AFTER** the game - last orders 15 mins before full time.
* Due to track and trace - at half time the gate will remain closed due to monitoring of spectators present at the game and to manage exit routes.

**Updates**

Please check the club website and social media accounts for updates and the latest information regarding fixtures.

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| **Hazards** | **People at risk** | **Controls to be in place** | **L** | **S** | **Risk Rating** | **Actions & Review** |
| **Travel to and from the stadium** | Players  Match Officials  Management Teams  Treatment Teams  Support Staff  Volunteers | Where possible everyone should travel separately to the venue unless travelling within family 'bubbles' to include one-person social bubbles.  It is recommended to avoid travelling on public transport however where the above is  not possible face coverings are recommended.  Anyone just 'dropping off' must vacate the car park immediately. | 2 | 3 | **6** | Risk assessment available for all via club website, and a copy made available to the away team if required,  use of clubs social media outlets to update and keep supporters informed and aware of latest guidance. |
| **On arrival at the stadium** | Players  Match Officials  Management Teams  Treatment Teams  Support Staff  Volunteers | Designated parking zones  Allocated & escorted walkways outside stadium.  Distancing to be always maintained where appropriate.  Pre -register for Track & Trace purposes all officials and players/coaching staff.  Hand sanitiser applied for all on entrance to the ground.  All players and officials reminded to look out and identify any of the possible symptoms. If any display symptoms they need to leave and report to Covid officer to enable track and trace requirements.  Players and officials will access the stadium via the designated players and officials’ entrance prior to spectators entering the ground. | 1 | 3 | **3** | Matchday stewards ensure that all measures are in place and adhered to where possible  Club secretary to hold records of the visiting players and officials, home players and officials. Records to be kept for 21 days in line with Data Privacy requirements. |
| **On entering the stadium** | Players  Match Officials  Management Teams  Treatment Teams  Support Staff  Volunteers | Single fie entry via turnstiles – maintain social distancing  Voluntary PPE available if requested  Additional sanitiser station  Maintained personal distancing  Allocated areas for Home / Away & match officials – club official to direct them to their area. | 1 | 3 | **3** | Matchday stewards ensure that all measures are in place and adhered to where possible |
| **Managing and entering changing areas** | Players  Match Officials  Management Teams  Treatment Teams | Maximum permitted numbers in the changing room at any time (11 persons Home & Away) – remaining substitutes to change in allocated areas designated by Covid officer. (Home – Board Room, Away – area by Away changing – old boardroom)  3 official’s allocated changing area suitable to provide social distancing.  This includes staff, management, treatment teams etc | 2 | 3 | **6** | Club officials from both teams to maintain correct numbers, details as per the Risk Assessment.  There shall be no additional officials, players in the designated areas. Stewards to monitor and review. |
| **During the game** | Players  Match Officials  Management Teams  Treatment Teams  Support Staff  Volunteers  Spectators | Players to maintain distancing during any suitable break  Changing facilities out of bounds during the match.  Substitutes to be allocated 2 to be seated in dugout – back row and 3 substitutes to be seated to in designated area outlined.  Treatment teams will wear appropriate PPE for the treatment if required in line with FA guidance.  Balls will be retrieved and sanitised before the game and post-match.  Any balls being introduced will be sanitised.  No equipment to be handled by players if at all possible  No kit to be shared or water bottles  Spectators to be reminded via Public address system on the requirements to socially distance (ideally in groups of 6 or less).  Takeaway - Food and drink will be available to order and consume as long as spectators are sat in a seated area during current restrictions. | 1 | 3 | **3** | Club COVID officers or designates to ensure controls  are being adhered to at all times.  Announcements over public address system – pre match / half time to remind spectators of the social distancing procedures.  Stewards to remind any group/groups of spectators to be in group/s of up to 6 where possible.  Treatment staff and stewards to be safety briefed on their roles and responsibilities prior to the fixture.  Stewards to remind and reinforce by use of signage that there is takeaway service available and only food & drink consumed in the seated (stand) areas will be allowed. Club stewards to monitor during game. |
| **Accessing the toilets** | Players  Match Officials  Management Teams  Treatment Teams  Support Staff  Volunteers | 2 sets of toilets will be available (one set in clubhouse and maintained and cleaned by bar staff & one set to be cleaned and monitored by matchday team.  These are to be cleaned after each use or checked at 30-minute intervals to ensure they are clean (including taps and basins).  All toilet areas to be wiped down and sanitised.  Routine and regular checks. | 2 | 3 | **6** | All visitors to the stadium must be briefed on their responsivities.  Handwashing prompts/posters in toilet areas and reminders of sanitising hands.  Stewards and staff to make the checks as per the assessed risk record every 30 mins where required. |
| **Using the showers** | Players  Match Officials  Treatment Teams | To maintain distancing a maximum of up to 4 persons are permitted to use the showers at any time (home and away changing) and 1 match official.  Players if requiring showers maintain where possible social distancing and do not share toiletries / towels.  Shower area sanitised after use and wiped down. | 2 | 3 | **6** | Players and officials to be made aware of the responsibilities of proper hygiene and safety controls. |
| **At the end of the game** | Players  Match Officials  Management Teams  Treatment Teams  Support Staff  Volunteers | Players to maintain distancing until there are changing & shower availability  Officials to shower & change as per above  Playing kit to be put the right way for washing (if not retained) to reduce the handling  All equipment and balls to be cleaned and sanitised prior to storage  Supporters to leave via exit gate, hand sanitation available as they leave.  Players to return to original area to get changed. (Home - 11 in changing room and 5 substitutes in board room, Away team – away changing area and old boardroom).  Players to use separate entrance into clubhouse and situate in the players bar area whilst maintaining social distancing.  Everyone to vacate the premises as quickly and safely as possible at the end of the fixture.  The clubhouse will be closed at the end of the game and last orders for takeaway service will be 15mins before the end of the game. | 2 | 3 | **6** | Players and officials to be made aware of the responsibilities of proper hygiene and safety controls.  Support staff to collect kit and clean in accordance with guidelines.  Footballs and equipment to be wiped down with antibacterial wipes. |