

Risk Assessment

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



Date:	12 th August 2020
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Assessors Name:	Sue Collinge	Reference Number:	N/A	Review Date:	Ongoing (at least weekly or as per government guidance updates)
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Endorsed By:	Andrew Jackson	Position:	Vice Chairman	Date:	14 th August 2020
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Description of assessment	Coronavirus (COVID-19) – Bar and Canteen
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Location Details	Shawbridge, Clitheroe
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Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR				S	L	R	RR
COVID-19 General	Public	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. 	Chris Musson	Ongoing	5	1	5	M

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COVID-19 Somebody showing Symptoms	Public	5	3	15	H	If there is any doubt about an individual's health they should: <ul style="list-style-type: none"> Not travel or return home immediately Inform a Committee member if attended the ground 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. The COVID Lead on the Board will action the Track and Trace procedures 	Chris Musson (with Steward and Catering Manager)	Ongoing	5	1	5	M

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Use of the Clubhouse Bar Catching and Spreading	Public	5	3	15	H	<ul style="list-style-type: none"> A one way system through the Clubhouse will exist from the door next to the main entrance to the door opposite the toilets. A barrier will delineate the queuing route Signage will encourage social distancing when queuing Hand sanitiser will be used when entering the Clubhouse A reduced number of tables and chairs will be available in the Clubhouse and will be spaced apart A decision is yet to be made on the use of the TV in the Clubhouse depending on Government guidelines The bar will be behind a Perspex panel Staff members collecting glasses will wear disposable gloves The bar, tables and chairs and door handles will be disinfected several times during the match An additional external bar will be established to reduce footfall in the Clubhouse. This will also have barriers, social distancing signage and a Perspex panel and be disinfected regularly 	Chris Musson (with Steward)	Ongoing	5	1	5	M

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Use of the Canteen Catching and Spreading	Public	5	3	15	H	<ul style="list-style-type: none"> There will no longer be access into the Canteen. Service will be from a hatch. The service hatch will have a Perspex panel Signage will encourage social distancing when queuing The serving area will be disinfected regularly Sugar and condiments will not be available for self service. Utensils and receptacles will be disposable and, wherever practical, recycle-able 	Chris Musson (with Catering Manager)	Ongoing	5	1	5	M

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		S	L	R	RR				S	L	R	RR
Welfare Facilities Catching / Spreading	Public	5	3	15	H	<ul style="list-style-type: none"> Toilets will be thoroughly cleaned and most frequently touched areas will be disinfected before and after each match Cleaners will wear PPE whilst cleaning and disposing of waste towels Club house toilets - only one person will be allowed to use each of the toilets at any time. Signage will indicate this. Taylor Street toilets are more spacious so users will be requested to wear a mask when using these. Signage will indicate this. Hand towels will be provided Additional sanitiser dispensers will be available in toilets. 	Cleaner/volunteer	On going	5	1	5	M

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		S	L	R	RR				S	L	R	RR
COVID-19 Lack of awareness	Public	5	3	15	H	<ul style="list-style-type: none"> Where possible, posters will be displayed which reflect the current government guidance Committee members will keep up to date with the latest Government guidance and information. We will continually adopt and review new government / league guidance as and when it is available. 	Chris Musson	Ongoing	5	1	5	M

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		S	L	R	RR				S	L	R	RR
Vulnerable Groups 'Increased Risk'	Public	5	4	20	VH	<ul style="list-style-type: none"> Supporters known to be at an increased risk of severe illness from coronavirus (COVID-19) to be particularly stringent in following social distancing measures. For supporters who have received information from their GP will be asked to remain shielding until further notice. When possible, matches will be live streamed to discourage vulnerable supporters from attending matches 	All	Ongoing	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.