

Corby Town FC

Matchday Operations Risk Assessment

Name of Risk Assessor: Liam Warren	Date of Assessment: July 2020	Assessment Review Date: July 2021
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Identify the Activity and Persons at Risk

Describe the work activity: Football matchdays involving 1st team	Who might be harmed? Club staff, officials, players and spectators. Potential for vulnerable groups such as children and people with disabilities to be affected	Frequency of activity: Weekly from August to May – mainly Saturday afternoons or midweek evenings
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This risk assessment is part of *Corby Towns* FC's matchday safety management strategy that is held within the Club's Matchday Operations Manual.

Hazard Identification	Risk Assessment			Identify Existing Controls		Action Plan		
Hazard or Potentially Hazardous Situation	Likelihood	Severity	Risk Rating	Existing Controls	Adequate	Additional Control Measures	By Whom	Action Date
Slip, trip or fall in and around the Ground	Possible	Slight	Low	Ongoing maintenance of Ground and level ground surfaces. Pre-match inspections and actions taken to remove slip hazards (e.g. mud and ice) or protect spectators from hazards using cones or barriers. Periodic formal Ground inspections and resultant action planning. First Aid assistance available. Seats regularly checked to ensure operating safely – defective seats fitted with notice until fixed. Obvious trip hazards that cannot be easily removed highlighted in yellow or white paint or by a cone.	Yes	Pre game inspection done before any game, any findings reported to Board to rectify	Liam Warren	ongoing

Car park vehicle accident and resulting injury or damage to property or vehicle	Possible	Slight	Low	Car Park managed by Stewards. Emergency access route and reserved parking spaces marked by cones and managed by Stewards. 'Car Park Full' sign erected by car park entrance road to deter drivers entering car park once full. Low speeds of vehicles in car park. 'Drive slowly' signage in place. No history of past incidents.	Yes	Any defects to car park surface reported to landlord	Board	Ongoing
Fall from height	Very unlikely	Very severe	Low	Where crush barriers are at height, the barrier's surface area is in-filled to prevent fall through gaps. Handrails on all steps to height. No gantries in use – only approved properly constructed risk assessed gantries would be allowed in high profile games.	Yes	Longer term, as Ground improvements take place, it is planned to build a secure safe raised area for matchday filming.	Board	completed
Suspicious package inside Ground	Very unlikely	Very severe	Low	Documented investigation and partial/full evacuation procedures and messages to be followed by Stewards and PA Announcer. No recent history at this level of football.	Yes	n/a	n/a	n/a
Unauthorised admissions to Ground	Possible	Slight	Low	Stewards cover main entrance and emergency exits to deter/prevent access to Ground without payment. Main entrance Steward has official guest list and only allows season ticket entry. Ground Regulations.	Yes	n/a	n/a	n/a

Fire	Unlikely	Very Severe	Medium	<p>Fire risk assessment in place that includes the Clubhouse.</p> <p>Extinguishers and fire blankets sited as identified in fire risk assessment.</p> <p>No smoking within seated stands.</p> <p>Storage controlled.</p> <p>Pre-match inspections and subsequent control actions as necessary.</p> <p>Documented evacuation procedures and messages to be followed by Stewards and PA Announcer.</p> <p>Staff trained in basic fire safety.</p> <p>Waste bins are positioned around Ground and are emptied following each match.</p>	Yes	n/a	n/a	n/a
Exposure to electric shock	Very Unlikely	Very Severe	Low	<p>All identified portable appliances PAT tested annually.</p> <p>Very limited potential exposure of spectators to any electrical points or equipment.</p> <p>5 yearly fixed electrical installation testing.</p> <p>Pre-match inspections.</p>	Yes	n/a	n/a	n/a
Disorder outside Ground before or after match	Unlikely	Moderate	Low	<p>Match risk assessment process and subsequent safety controls as necessary.</p> <p>Stewards and Club officials maintain a watch over the Clubhouse and its entrance area.</p> <p>CCTV installed in known sensitive areas.</p> <p>Pre-match Steward briefing.</p> <p>No recent history.</p>	Yes for low risk matches	<p>High risk matches involve liaison planning with Police and Local Authority and visiting club.</p> <p>High risk matches have increased stewarding and potential Police presence.</p> <p>May be supporter segregation.</p>	Matchday Safety Officer	As required

Disorder inside Ground before, during or after match – potential for surge or crush	Possible	Moderate	Medium	<p>Match risk assessment process and subsequent safety controls as necessary.</p> <p>Steward team established as appropriate for match and may involve additional professional Stewards.</p> <p>Stewards informal training and instruction and pre-match briefing.</p> <p>Stewards monitor crowd.</p> <p>Assistance of Club officials if needed.</p> <p>Documented matchday arrangements and procedures in the event of disorder.</p> <p>CCTV installed in known sensitive areas.</p> <p>Specific procedures and monitoring around the Players' Tunnel area.</p> <p>Established Control Point.</p> <p>No alcohol inside Ground and drunken supporters refused entry.</p>	Yes	<p>High risk matches involve liaison planning with Police and Local Authority and visiting club.</p> <p>High risk matches have increased stewarding and potential Police presence.</p> <p>May be supporter segregation.</p> <p>Potential to restrict alcohol consumption availability from Clubhouse.</p>	Matchday Safety Officer	As required
Inappropriate or offensive language or chanting inside Ground	Likely	No injury	Low	<p>Signs in Ground about offensive language, plus Ground Regulations which are also in the matchday programme.</p> <p>Visible Stewards and Club officials sited around Ground.</p> <p>Board prepared to sanction (including banning) home supporters if responsible.</p> <p>Procedures for warning spectators and escorting them from the Ground.</p>	Yes for low risk matches	<p>Additional professional stewards for high profile or higher risk matches</p> <p>Potential for Police presence – need to establish link to local Police</p>	Matchday Safety Officer	As required

Persistent standing by supporters in seated areas	Possible	No injury	Low	Yellow painted hatched areas where no standing allowed in front of seated areas. Signs requesting people do not stand in the seated stands. Stewards sited to request people sit or move on elsewhere in the Ground.	Yes for low risk matches	If seating allocated for high risk matches at additional cost, would site Stewards to oversee seated stands,	Matchday Safety Officer	As required
Dangers to children in Ground	Unlikely	Severe	Medium	Child Protection Officer in place. Expectation that under-12s are with a responsible adult. Procedures for dealing with unruly children. Guidance to Stewards on how to respond if any child related concerns. Female club staff available to assist. No Club history.	Yes	n/a	n/a	n/a
Items thrown within the Ground including onto the pitch area – including pyrotechnics (e.g. smoke bombs or flares)	Unlikely	Moderate	Low	Ground Regulations visible in Ground and in matchday programme. Stewards sited around Ground. Procedures to eject a culprit from the Ground and potentially report to Police. Stewards instructed in dealing with pyrotechnics. Sand bucket and heavy duty gloves available. No history of this problem at Club.	Yes	n/a	n/a	n/a

Pitch incursion	Possible	Slight	Low	<p>Documented procedure for handling such an incident.</p> <p>Most likely in higher risk game when additional stewarding and alertness would be in place.</p> <p>Monitor crowd for risk.</p> <p>If seems possible, would identify high risk locations and site Stewards accordingly.</p> <p>Would eject culprit(s) and may involve Police.</p> <p>No recent history of issue.</p>	Yes	n/a	n/a	n/a
Extreme dangerous adverse weather conditions	Very Unlikely	Very severe	Low	<p>No recent history of such weather conditions.</p> <p>Documented contingency procedures.</p>	Yes	n/a	n/a	n/a
Damage to structures	Possible	Moderate	Medium	<p>Mainly concrete terraced Ground, so risk minimal.</p> <p>Pre-match inspections.</p> <p>On-going Ground maintenance.</p> <p>Documented procedure for dealing with such conditions including cordoning off areas if necessary.</p>	Yes	n/a	n/a	n/a
Power cut or failure	Possible	Slight	Low	<p>Procedures for evacuating Ground.</p> <p>Trained Stewards.</p> <p>Back-up power to PA system.</p> <p>Loud hailer.</p> <p>Wind-up torches for Stewards to use in guiding people from the Ground in hours of darkness.</p> <p>Hard core/concrete paths to safety from all escape routes with edges highlighted by white paint as necessary.</p> <p>Good level of borrowed light from nearby streetlights and houses.</p>	No	<p>Could be improved by some level of emergency lighting both inside the ground and on escape routes when new works projects planned.</p>	Board	Subject of future projects
Gas release or chemical incident	Very unlikely	Very Severe	Low	<p>Documented contingency procedure.</p> <p>No history of such events at this level of football.</p>	Yes	n/a	n/a	n/a

Late spectator arrivals	Unlikely	Moderate	Low	Documented contingency procedure. No recent history. Mainly a risk at a higher risk/high profile match.	Yes	n/a	n/a	n/a
Capacity crowd/lock scenario	Possible	Moderate	Medium	Make all ticket and publicise all ticket in advance. Engage high risk match procedures including working with Police. Control Room with Police Match Commander. Increased stewarding and deploy as considered necessary using dynamic risk assessment. Segregated supporters. Monitor turnstile areas. Rare occurrence and can be pre-planned for.	Yes	Liaison with Police and Local Authority for pre-planning for match where capacity crowds a possibility. Run agreed strategy as required.	Matchday Safety Officer	As required
Postponed/abandoned match after turnstiles opened or after match kicked off due to inclement weather or other reasons	Possible	Slight	Low	Documented contingency procedure. PA announcements making the reason clear. Stewards positioned to enable and encourage spectators to leave the Ground. Process for deciding if tickets/vouchers can be used for replayed match.	No	n/a	n/a	n/a
Match postponed before turnstiles opened	Likely	No injury	Low	Documented contingency procedure. Morning pitch inspections. Pre-match Ground inspections for safety issues. Club Secretary makes every effort to inform opposing club, match officials and supporters using communication channels at Club's disposal. Stewards and Club officials inform queues of reason if late postponement and queues started forming.	No	n/a	n/a	n/a

Conflict between spectators and any players, match officials, club officials, stewards	Unlikely	Slight	Low	<p>Stewards, Club officials, match officials and team management to monitor the situation in their different capacities and intervene as necessary.</p> <p>Ground Regulations.</p> <p>Deployment of steward resources as necessary.</p> <p>Stewards aware of role to diffuse situation.</p> <p>CCTV.</p> <p>Radios available.</p> <p>Match officials briefing.</p> <p>Match officials escorted from pitch as regular procedure.</p> <p>Protected Players' Tunnel and Club Officials only area.</p> <p>Steward positioned to observe most sensitive areas.</p> <p>Board Members stand near to potential problem terracing to deter inappropriate behaviour.</p> <p>Incident recording and investigation process in place.</p> <p>Board will invoke sanctions on responsible Club players, officials or supporters.</p>	No	n/a	n/a	n/a
Hygiene and sanitation issues/failures	Unlikely	Slight	Low	<p>Ground toilets cleaned and checked prior to match to ensure in hygienic useable condition.</p> <p>Additionally Clubhouse toilets available for ticketholders.</p>	Yes	Appropriate additional temporary toilet facilities provided for high profile high attendance matches.	Club Secretary	As required
Legionella connected with changing room showers	Very unlikely	Very severe	Low	<p>Showers in constant use during season and regularly flushed through in close season.</p> <p>Shower heads cleaned regularly and replaced if necessary.</p> <p>Water storage checked annually to ensure clean and hygienic.</p>	No	n/a	n/a	n/a

CORBY TOWN FC RISK ANALYSIS MATRIX

Use the risk matrix to classify the perceived risk levels and prioritise the action plan

INJURY POTENTIAL SEVERITY	LIKELIHOOD				
	Very Unlikely (freak event)	Unlikely (unlikely sequence of events)	Possible (foreseeable under unusual circumstances)	Likely (easily foreseeable)	Very Likely (common occurrence)
Negligible (no injury/no disturbance)	Low	Low	Low	Low	Low
Slight (first aid injury, or minor disturbance)	Low	Low	Low	Medium	Medium
Moderate (medical treatment injury, or significant disturbance)	Low	Low	Medium	High	High
Severe (injury resulting in lost time, or large disturbance)	Low	Medium	High	High	High
Very Severe (long term disability or fatality, or major disturbance)	Low	Medium	High	High	High