



COVID-19 Risk Assessment

Downham Town Football Club

Rouses Lane

Downham Market,

Norfolk,

PE38 9AH

This document outlines the precautions taken to ensure the safety of our youth players, spectators and staff in all activities related to grassroots football. It is updated periodically in line with the guidance provided by both the FA and the government.

Version Details	Date	Author
Version 1 – initial version following FA and MNYL guidance	19th August 2020	DTFC Youth Secretary
Version 1.1 - reviewed, no change	9th September 2020	DTFC COVID Officer
version 2 - converted to Google Docs and updated in line with latest guidance	28th September 2020	DTFC COVID Officer
version 2.1 - update following transition from 4 week lockdown. 8-point guidance note added	1st December 2020	DTFC COVID Officer

8 Simple Steps to Stay Safe at Rouses Lane

Hand sanitiser to be provided by responsible team manager and used by all players at the beginning, during and at the end of the activity
NHS track and trace QR codes to be displayed and used by all parents attending
When parking, drivers are asked to park considerately to allow sufficient opportunity to socially distance when exiting/entering vehicles
2m social distancing to be observed at all times. Spectators to observe rule of six and not gather in groups more than six unless part of a support bubble. Respect barrier to be set up in a zig-zag to encourage appropriate behaviour
<p>Footballs to be changed and sanitised regularly. Footballs not to be handled where possible</p> <p><i>At matches: should a ball to go out of play it should not be retrieved by spectators unless using feet only</i></p>
<p>Goals to be sanitised before activity begins and after it finishes</p> <p><i>At matches: goals also to be sanitised at half time</i></p>
<i>At matches: toilets will be open but limited to one person at a time - sanitiser to be available</i>
<i>At matches: tea and coffee can be served but outside only by people wearing gloves and face masks. Only pre-wrapped snacks and beverages in disposable containers available</i>

Introduction

As an affiliated club organising and hosting grassroots football activities we have a legal duty to take reasonable care to avoid acts or omissions which are a reasonably foreseeable risk.

This risk assessment has been created to identify the significant hazards and risks that could result in someone being harmed with a particular emphasis on those risks associated with the COVID-19 pandemic. It includes, where appropriate the identification of suitable mitigation measures that shall be followed by all associated with grassroots football activity at our club.

Given the constantly evolving nature of the public health crisis, this risk assessment will be reviewed regularly and our mitigation measures updated in line with current government and FA guidance.

In this unprecedented time, we are grateful of feedback from our members, guests and all those associated with our grassroots football activities that will help us to continuously improve.

Our Approach

In creating this risk assessment, we have followed the 'Six Key Steps' published by the FA and subsequently by the Mid Norfolk Youth League. Specifically, we have:

1. Kept up to date with Government and FA guidance.
2. Contacted our insurance provider and confirm that we are covered to undertake activities in the current public health crisis.
3. Completed a thorough risk assessment as detailed in the remainder of this document and implemented a process to regularly review the content and mitigations. This assessment has been reviewed and approved by the club secretary who has signed this current version. Subsequent versions will be approved in a similar way. – see below for more details.
4. Updated Club policies where appropriate.
5. Briefed all DTFC youth staff on the content of this risk assessment including the committee, youth team coaches and managers, first aiders, welfare teams, volunteers, officials and players. This document will be shared with visiting teams before any match.
6. Taken steps to ensure that activity will not be undertaken if the club has any concerns about the safety of club officials and/or participants.

Key Guidance Points

Below is our response to the key guidance notes outlined by the Mid Norfolk Youth League:

Club	<ul style="list-style-type: none"> • A maximum of 30 people can partake in any organised sporting event. • Our facility is fully compliant with current government legislation and guidance. The club house will remain closed to visitors and non-club staff • We have appointed a designated COVID-19 club co-ordinator – [Allan Boardman, Allan.boardman@icloud.com]. This person will be responsible for recording contact details of all participants on their team and supply to NHS Track & Trace upon the event of an outbreak. • Goal posts, corner flags and footballs will be wiped down before, during (half time) and after a match. • First aiders to wear mask and gloves where social distancing can't be followed. • Match fee payments including for officials will be cashless where possible i.e bank transfer
Participants and visiting clubs	<ul style="list-style-type: none"> • Participants for both home and visiting teams will provide names and contact details prior to activities taking place – we have an online form for this (Click Here) • Players, coaches and officials will be advised to arrive changed and shower at home. • All participants are required to supply their own hand sanitiser, which is to be used, before, at half time and after the scheduled football match. • Players will be informed that spitting and shouting should be avoided, as the main mode of transmission of the virus is in respiratory secretions.
Spectators	<ul style="list-style-type: none"> • Spectators are required to 'log-in' using the official NHS Test & Trace App - QR codes will be displayed around the pitch and at the refreshments tables • Spectator groups will be requested to limit their size to 6 people per group and spread out around the pitch. Signs will be displayed along the pitch and the barrier zig-zagged to remind spectators of this • Refreshments will be provided in disposable cups by team members wearing mask and gloves. Spectators to be informed prior to the match to bring loose change for refreshments to reduce the amount of money exchanged

Health Check Guidance

Participants, staff and spectators are requested to undertake a Covid-19 self-screen prior to attending any of our activities. The table below provides a checklist for doing so as a useful guide:

Each participant should self-screen prior to arrival at training to ensure they do not have any of the following symptoms (confirmed by a parent for those under age 18), as these are potential indicators of Covid-19 infection.	Check negative	Check positive
A high temperature (above 37.8°C) <ul style="list-style-type: none"> Some clubs may include on-site temperature checking of participants as part of their SOP, this is more relevant to clubs who employ medical staff. 	<input type="checkbox"/>	<input type="checkbox"/>
A new continuous cough.	<input type="checkbox"/>	<input type="checkbox"/>
Shortness of breath.	<input type="checkbox"/>	<input type="checkbox"/>
A sore throat.	<input type="checkbox"/>	<input type="checkbox"/>
Loss of or change in normal sense of taste or smell.	<input type="checkbox"/>	<input type="checkbox"/>
Feeling generally unwell.	<input type="checkbox"/>	<input type="checkbox"/>
Been in close contact with/living with a suspected or confirmed case of COVID-19 in the previous two weeks.	<input type="checkbox"/>	<input type="checkbox"/>

Detailed Risk Assessment

Area of risk	Risk rating (RAG)	Solution/migration	RAG rating after solution	Review date/action
Cross-contamination of playing kit	Orange	All players to arrive in kit and wash at home.	Green	Ongoing- game by game.
A large number of unplanned spectators at a game	Orange	Spectators to be advised to remain in groups of six spread out around the pitch in designated area. Barrier zig-zagged to encourage spacing	Green	Ongoing- game by game.
Spread of the virus through playing/training equipment (balls, flags, goals etc...)	Orange	Equipment to be cleaned prior to activities and handling of equipment during activity kept to a minimum	Green	Fortnightly
Spread of the virus through playing kit	Green	All players are expected to arrive in clean kit	Green	Close
Spread of the virus through spitting/shouting	Red	Players will be advised that spitting is prohibited. Whilst shouting cannot be controlled, goal celebrations will be limited	Orange	Ongoing- game by game.
Spread of the virus through body contact (Matchplay, shaking hands etc...)	Red	Pre match handshakes will not happen. Instead players will be asked to hand sanitise. Contact during play can't realistically be stopped but players will try to avoid face to face contact.	Orange	Ongoing- game by game.
Spread of the virus through drinking bottles	Orange	All players to provide and use their own drink. Drinks to be kept in a separate area per team	Green	Ongoing- game by game.
Participant travel to games	Green	Travel to limit the number of players per vehicle if possible	Green	Close
Administering first aid	Orange	First aiders to wear gloves and a mask when giving close proximity aid	Green	Ongoing- game by game.
Not able to respect 1m+ social distancing in changing facilities	Red	Players to arrive changed and shower at home after games. No changing facility will be available	Green	Ongoing- game by game.
Use of shared shower/toilet facilities	Orange	There are no shower facilities. A new outdoor toilet block is available and cleaned regularly	Green	Close

Area of risk	Risk rating (RAG)	Solution/migration	RAG rating after solution	Review date/action
Access to playing venue		There are no shower facilities. Toilets will remain open and are cleaned as per council policy in line with government direction		Close
Match participant displaying COVID-19 Symptoms prior to activity		Match participants will be requested to self screen prior to matches using the guidance provided. Anyone displaying symptoms shall report it and not attend		Ongoing- game by game.
Match participant has sudden onset of COVID-19 symptoms during activity		Players will be asked to leave immediately, and all other players and spectators informed of the situation to seek testing		Ongoing- game by game.
Participant displays COVID-19 symptoms after activity		Records of participants will be kept for each activity. All participating will be informed to seek testing		Ongoing- game by game.
PPE for giving First aid		First aiders to have access to appropriate PPE		Fortnightly
Goal celebrations- these should be avoided at all times.		Players to be briefed before the game to limit group goal celebrations		Ongoing- game by game.
Goalkeepers should disinfect their gloves regularly		Goalkeepers to bring their own gloves and ensure they are regularly cleaned/disinfected. Coaches to check that goalkeepers have been doing so		Ongoing- game by game.
Making match fee payments.		Payments, including to match officials to be cashless where possible		Ongoing- game by game.
Risk of contamination through purchase of food/drink		Tea and coffee to be served in disposable cups, dispensed wearing gloves and masks. Only prepackaged food/snacks to be sold. All goods to be sold outside and the clubhouse to remain closed to all but staff		Ongoing- game by game.
Handling of cash for food/drink purchase		Club to investigate contactless payments. In the meantime, handling cash to be kept to a minimum by minimising change required – teams to inform spectators to bring loose change to avoid exchange of money. Those serving to wear gloves.		Ongoing- game by game.