



This is the COVID-19 Risk Assessment for East London RFC.

East London RFC are the home team based at 71 Holland Road, West Ham, London E15 3BP and key users of the grass and 3G pitches at Memorial Park and the Clubhouse facilities.

This Risk Assessment is evolving as we move through the pandemic and will be reviewed and updated regularly and whenever there are any step changes introduced by the UK Government and/or London Borough of Newham. Updated versions will be provided to ELCSA as a matter of course.

This Risk assessment addresses the risks presented to Players, Coaches, Physios, members of East London RFC and visitors to the site as a result of the COVID-19 pandemic

The owner of this Risk Assessment is Deborah Bird, Vice Chair, East London RFC – birdy135@yahoo.co.uk 07535 947819

The COVID Officer is Simon Crick, Chairman East London RFC – scrick@aol.com 07989 332208

Sic Parvis Magna
17th April 2021

Updated:

30/09/2020 V 1.1– added risk re Inadequate Notification of COVID Infections

17/04/2021 V2.0 reviewed and updated in line with revised guidance from UK Government and RFU.

There is a risk of COVID infection due to poor hygiene as a result of inadequate facilities and controls and /or a lack of understanding of the risk presented.

COMPONENT RISK DETAIL	Risk Level	RAG STATUS	MITIGATING ACTIONS AND OWNERS	Residual Risk	RAG STATUS
<p><u>Inadequate hygiene facilities</u></p> <p>There is a risk that the COVID -19 Virus is spread through poor hygiene because available facilities are not adequate.</p>	HIGH	RED	<p>Handwashing facilities i.e., soap and water, towels to be available at the site.</p> <p>1)Washrooms are managed by ELCSA. ELRFC will report any issues to ELCSA immediately. <i>Action owner: - Everyone is responsible - ongoing</i></p> <p>2)Should washrooms be unavailable ELRFC will provide sanitisers. Players are encouraged to bring their own. <i>Action owner: Deborah Bird to arrange supplies-ongoing.</i></p> <p>3)Soap will be provided by ELRFC so that use can be made of the outside tap where possible <i>Action owner: Deborah Bird to arrange supplies-ongoing</i></p> <p>4)Regular reminders will be issued via our social media pages and at training sessions to ensure stringent handwashing takes place frequently and particularly when using washrooms, handling training equipment e.g., rugby balls, tackle shields <i>Action owner: Training sessions - Eddie Gooby and Team Captains - ongoing</i> <i>Action Owner: ELRFC Committee to issue comms - complete</i></p>	LOW	GREEN

<u>Availability of washroom facilities</u> There is a risk that the COVID-19 virus is spread because washroom facilities are unavailable.	HIGH	RED	Hand sanitisers will be made available to members of ELRFC and all members will be requested to carry their own supplies of sanitisers. <i>Action Owner: ELRFC Committee to issue comms-complete</i>	LOW-MEDIUM	AMBER
<u>Changing Rooms</u> There is an increased risk of contamination when using showers because social distancing and or sanitisation protocols are not being observed leading to the potential spread of the coronavirus.	Hugh	RED	There are strict guidance procedures to be followed when showers are in use including a booking process and only booking when absolutely necessary. ELCSA have responsibility for the overall cleaning of the shower facilities, legionella checks and installing a one-way entry system. The process to be followed is described in the document attached and they have been shared with our members in readiness. 1) Updates to guidance for use of showers to be provided as rules change <i>Action Owner: Deborah Bird</i>	LOW-MEDIUM	AMBER
<u>Poor hygiene standards by individuals</u> There is a risk that the virus is spread as a result of poor or inadequate hygiene standards practised individuals at the Club.	HIGH	RED	Communication to be issued via social media platforms to include – stringent hand washing, not touching face, maintaining distance. Regular reminders to adopt hygienic practices and use washrooms, sanitisers etc provided. Also, to carry their own hand sanitisers, gloves, masks, water bottles 1)Reminders to be issued at each training session <i>Action owner: Eddie Gooby and Team Captains - ongoing</i> 2) Remind those who appear to not be following guidance to do so immediately <i>Action owner: All members of ELRFC - ongoing</i>	LOW_MEDIUM	AMBER

<p><u>Spread of virus via sweat</u></p> <p>There is a risk that the virus is spread through the dispersal of sweat droplets.</p>	MEDIUM	AMBER	<p>Disposable towels will be available to wipe sweat from face. Players will be asked to regularly wipe their faces and dispose of used towels safely.</p> <p>1) Regular reminders to maintain distancing, use the towels provided and encourage players to bring their own towels. <i>Action owner: Eddie Gooby and Team Captains-ongoing</i></p> <p>2) Ensure towels and refuse bags are readily available <i>Action owner: Deborah Bird/ Simon Crick- ongoing</i></p>	LOW - MEDIUM	AMBER
<p><u>Mouthguards</u></p> <p>There is a risk that the virus and other germs are spread through inadequate use and control of mouthguards thereby presenting an increased risk of contamination at the club.</p>	MEDIUM	AMBER	<p>Guidance notes have been updated advising that mouthguards should not be removed while on the pitch whether training or playing unless absolutely necessary. If they are removed, hands must be immediately sanitised Mouthguards must not under any circumstances be placed on shared surfaces.</p> <p>1. Guidance notes to be updated and shared. <i>Action owner Deborah Bird -complete</i></p>	LOW	GREEN
<p><u>Disposal of contaminated waste</u></p> <p>There is a risk that the virus is spread due to contaminated waste not being disposed of safely.</p>	MEDIUM	AMBER	<p>Individuals to put their used masks, gloves, tape, dressings, towels in bin bags and put in bins provided.</p> <p>1) Reminders to be issued at each training session to <i>Action owner: Eddie Gooby and Team Captains ongoing</i></p> <p>2) Ensure to ensure a supply of bin bags available. <i>Action Owner – Deborah Bird/Simon Crick - ongoing</i></p> <p>3) To be covered within communication piece. <i>Action Owner: ELRFC Committee to issue comms – action complete</i></p>	LOW	GREEN

There is a risk of COVID infection due to poorly managed/co-ordinated use of equipment leading to potential illness and an increase in COVID cases.

COMPONENT RISK DETAIL	Risk Level	RAG STATUS	MITIGATING ACTIONS AND OWNERS	Residual Risk	RAG STATUS
<p><u>ELRFC Equipment</u></p> <p>There is a risk that the virus is spread as a result of ELRFC equipment such as balls and tackle shields not being adequately cleaned and maintained.</p>	MEDIUM	AMBER	<p>Equipment will be disinfected before and after each use. ELRFC will maintain a supply of antibacterial cleaners and cloths to ensure this can be effected. During training the kit /balls will be regularly wiped and hands sanitised as often as is possible.</p> <p>1) Reminders to be issued at each training session Action <i>owner: Eddie Gooby and Team Captains Captains- ongoing</i></p> <p>2) Nominated persons to oversee that equipment is disinfected prior to being stored away <i>Action Owner: Eddie Gooby/ Team Captains - ongoing</i></p> <p>3) ELRFC to ensure that a sufficient supply of cleaning and antibacterial products, gloves and bin bags are available. <i>Action Owner: Deborah Bird- ongoing</i></p>	LOW	GREEN
<p><u>ELRFC Equipment used by other parties</u></p> <p>There is a risk that the virus is transferred via third parties (non ELRFC personnel) using the equipment and not disinfecting it after use.</p>	LOW-MEDIUM	AMBER	<p>Equipment is kept in a locked standalone cabin. Access to the cabin is limited to 10 keyholders who are all members of ELRFC. No other party has access to or requires access to the cabin. Keys are not shared. Equipment will not be lent to other teams under any circumstances.</p> <p><i>Action Owners: Key holders are responsible for ensuring the cabin is locked at all times including when members are onsite - -ongoing</i></p>	LOW	GREEN

<p><u>Sharing of equipment</u></p> <p>There is a risk that the virus is spread as a result of equipment such as tackle shields, rugby balls, shoulder pads and other items being shared between players.</p>	<p>MEDIUM-HIGH</p>	<p>AMBER</p>	<p>1)At training each group of 6 will be allocated the kit they will need to complete the training. Each group will wipe down the equipment, including the bag, with antibacterial cleaner before they use it. After use the equipment will be wiped down again before it is returned to the cabin.</p> <p>UPDATE 11/4/2021 No longer groups of 6 but principle applies to all groups training.</p> <p><i>Action owner: Eddie Gooby/ Team Captains - ongoing</i></p> <p>2) The kit should not be used for 72 hours and will be labelled with the date of use for ease of reference.</p> <p><i>Action owner: Eddie Gooby / Team Captains - ongoing</i></p>	<p>MEDIUM TO LOW</p>	<p>AMBER</p>
<p><u>Sharing of Water bottles</u></p> <p>There is a risk that the virus is spread as a result of water bottles being shared between players.</p>	<p>LOW to MEDIUM</p>	<p>AMBER</p>	<p>Players to be advised that sharing water bottles is prohibited and they will be asked to bring their own rather than use the Club bottles. In exceptional cases the Club will provide a bottle to an individual who must take responsibility for disinfecting it and returning it. All bottles will be sterilised at the outset and each time they are borrowed.</p> <p>1) Reminders to be issued at each training session</p> <p><i>Action owner: Eddie Gooby / Team Captains - ongoing</i></p> <p>2)Players will be asked to bring their own water bottles and ensure they are clearly labelled and kept away from others to avoid confusion.</p> <p><i>Action owner: All players - ongoing</i></p> <p>3) Club water bottles to be sterilised at the outset. If players need to use one, we will hand out exceptionally and request they are returned to a central collection point, stored separately and sterilised immediately</p> <p>UPDATE:11/04/2021 – Water bottles not being used</p> <p><i>Action owner: Deborah Bird/Simon Crick- ongoing</i></p>	<p>LOW</p>	<p>GREEN</p>

<u>First Aid kits</u> There is a risk of infection due to first aid kits not being adequately disinfected before and after each use and not containing adequate supplies to manage COVID risk.	MEDIUM	AMBER	1)First Aid kits to be emptied, disinfected and restocked to include gloves, sanitisers, masks, towels, wipes and bin bags <i>Action Owner – Deborah Bird – completed but kits are regularly reviewed and cleaned.</i> 2)First Aid kits to be disinfected after each use and checked to ensure supplies are adequate, <i>Action owner: Eddie Gooby/Physio team/ nominated individual – ongoing</i>	LOW	GREEN
There is a risk of COVID infection due to a lack of social distancing					
COMPONENT RISK DETAIL	Risk Level	RAG STATUS	MITIGATING ACTIONS AND OWNERS	Residual Risk	RAG STATUS
<u>Physio and First Aider safety</u> There is a risk that the physio team is exposed to greater risk of infection due to needing to breach distancing in order to treat the injury.	HIGH	RED	1)Physios to be provided with their own, full face masks gloves, sanitisers, plastic aprons, wipes and disposal bags. Face masks to be worn at all times by physio and casualty. If the treatment is taking place in the medical room or kit room, the room must be adequately ventilated. <i>Action owner: Deborah Bird to ensure supplies are available – ongoing. Also remind Physio of requirements – ongoing.</i> 2)Physios to be walked through the risk assessment to ensure they understand what is required in order for us to operate safely. <i>Action owner: Simon Crick/Eddie Gooby</i> 3) <i>Ensure Physios and First Aiders are aware of the revised Guidance issued by St John's Ambulance</i>	LOW to MEDIUM	AMBER

<p><u>Social Distancing</u></p> <p>There is a risk of COVID infection due to player/members/spectators not observing Social Distancing rules or deliberately flouting them.</p>	<p>MEDIUM</p>	<p>AMBER</p>	<p>1) There will be an initial communication and regular reminders to all players and members to remind them to maintain social distancing at all times and no handshaking or huddles. This includes the time they are gathering at the Club pre and post training, during training and generally. They must also abide by any specific instructions given by ELCSA. No social gatherings will be permitted at this time.</p> <p>UPDATE 12/04/2021: Social gathering in groups of 6 is now permitted outside. At the Club bar tables of 6 are to be booked in advance, no movement permitted between tables and people must remain seated unless visiting the bathroom. Face masks must be worn at all times unless seated. Drinks are ordered from the tables only via app or staff. There is no cash service - contactless payments only</p> <p>2) Guidance will be posted on Social media platforms and updated as matters evolve.</p> <p><i>Action owner: ELRFC Committee to agree guidance and publish asap - complete</i></p> <p><i>Revised Guidance has been shared with EKRFC members via Social Media</i></p> <p><i>Regular reminders to be issued – ELRFC Committee/Team Captains - ongoing.</i></p> <p>3) Pitches are being marked into grids to facilitate social distancing. A maximum of 6 players can be in one grid at a time. Changing grids is not permitted under any circumstances.</p> <p>UPDATE: 12/04/2021 – Pitches are now marked out to accommodate Ready4Rugby matches - no full contact involved.</p>	<p>LOW</p>	<p>GREEN</p>
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<p><u>Travelling on public transport</u></p> <p>There is a risk that players/members do not observe the wearing of face coverings and maintaining of social distance when travelling to/from the Club thereby increasing the chances of introducing the virus to the Club</p>	MEDIUM	AMBER	<p>1) Reminders to be issued at each training session <i>Action owner: Eddie Gooby and Team Captains - ongoing</i></p> <p>2) The wearing of face coverings whilst travelling on public transport will be included in the communication which will be posted on social media platforms <i>Action owner: ELRFC Committee - complete</i></p>	MEDIUM	AMBER
<p><u>Travelling by car</u></p> <p>There is a risk that players/members increase the risk of contracting/spreading the virus due to car sharing with people outside their 'bubbles' or household, thereby increasing the chances of introducing the virus to the Club</p>	MEDIUM	AMBER	<p>1) Reminders to be issued at each training session and guidance notes updated and shared via Social media and Groups <i>Action owner: Deborah Bird</i></p>	MEDIUM	AMBER

There is a risk that COVID infections are not managed due to inadequate controls					
COMPONENT RISK DETAIL	Risk Level	RAG STATUS	MITIGATING ACTIONS AND OWNERS	Residual Risk	RAG STATUS
<p><u>Lack of robust attendance register for pitch bookings</u></p> <p>There is a risk that a Club member develops COVID symptoms and we do not know who has been in contact with that individual because we have no idea who was in attendance at the Club at the same time meaning that test and trace cannot be effected adequately and the risk of infection within our Club is not controllable for us or the wider community</p>	HIGH	RED	<p>1) It is not permissible to turn up and train. Players must advise the Head Coach of their intention to attend each training session so numbers can be safely accommodated and registers drawn up.</p> <p>2) At each training session/match we will have a list of everyone who attended/played.</p> <p>3) Where small groups are meeting to train, we will have details of each group to enable track and trace.</p> <p>4) We will obtain contact numbers for all our players</p> <p>5) Players must advise ELRFC COVID Officer (Simon Crick or his deputy Deborah Bird) if they develop COVID symptoms and urged to follow NHS advice. Those who were in the same /adjacent groups will be contacted via Test and Trace but in any event will be urged to isolate for 14 days and follow NHS advice.</p> <p>6) Regular reminders not to attend the club if any symptoms of any kind are present or if there is any suspicion that they have been in contact with someone who has the symptoms.</p> <p>7) Those who are currently shielded and/or more vulnerable will be asked to stay away from the Club.</p> <p>UPDATE 12/04/2021: Attendance is being monitored via the Spond App. Attendance registers continue to be created.</p> <p><i>Action owners: Eddie Gooby, Team Captains, Committee Members - ongoing</i></p> <p><i>Deborah Bird to ensure a supply of membership forms is available - ongoing</i></p>	LOW	GREEN

<u>Inadequate Notification of COVID Infections</u> There is a risk that notification of positive infections does not reach the required audience leading to the virus being spread unwittingly.		RED	1) Registers of those attending the Club are to be maintained along with a record of contact numbers so we can contact people as required. 2) ELCSA and Players in the same/adjacent training group to be contacted. 3) QR code to be displayed at the Club 4) All members to be advised to download the NHS Test and trace App. 5) Any positive tests are to be notified to the RFU in accordance with RFU Guidelines issued on 29/9/2020 <i>Action Owner: Simon Crick, Eddie Gooby, Team Captains and Committee members - ongoing</i>		GREEN
There is a risk that COVID risk management protocols are not followed due to a lack of awareness.					
COMPONENT RISK DETAIL	Risk Level	RAG STATUS	MITIGATING ACTIONS AND OWNERS	Residual Risk	RAG STATUS
<u>Communication of COVID Risk Management</u> There is a risk of a lack of awareness of the guidelines to be followed because the information has not reached a wide enough audience or is not understood/taken on board.	MEDIUM	AMBER	1) ELCSA as site managers are responsible for displaying guidance posters 2) ELRFC will place guidance posters in the cabin and regularly remind its players and members of the rules to be followed. This will include distancing, reporting to Head Coach prior to and at each training session, sanitizing of hands and club equipment. <i>Action Owner: Eddie Gooby, Team Captains and Committee members - ongoing</i> 3) The risk assessment will be available to all members if required but communications will be issued via social media platforms and virtual meetings. Senior Committee members will make themselves available to answer questions/queries.	MEDIUM	AMBER

			<p><i>Action Owner: Deborah Bird/ Committee members - ongoing</i></p> <p><i>4) Any player/member found to be not following guidelines will be spoken to by the Head Coach/Team Captains. If they continue to break the rules, they will be asked to leave immediately.</i></p> <p><i>Action Owner: Head Coach/Team Captains/Committee Members</i></p>		
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USEFUL LINKS:

St John's Ambulance guide re COVID – 19 for First Aiders

<https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>

St John's Ambulance – CPR and COVID 19

<https://www.sja.org.uk/get-advice/first-aid-advice/unresponsive-casualty/how-to-do-cpr-on-an-adult/>

NHS Guidance re COVID-19

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

UK Government Guidance April 2021

<https://www.gov.uk/guidance/coronavirus-covid-19-grassroots-sports-guidance-for-safe-provision-including-team-sport-contact-combat-sport-and-organised-sport-events>

RFU COVID -19 Support Guide

<https://www.englandrugby.com/dxdam/ba/ba48d7be-8457-4a6e-8587-4163d8cb4294/Rugby%20Club%20Support%20Guide%20to%20COVID-19.pdf>

RFU – Running your Club – Return to Rugby

<https://www.englandrugby.com/participation/running-your-club/coronavirus/return-to-rugby?spMailingID=12418658&spUserID=MTQ2OTEwNzkxMjEwS0&spJobID=1711113579&spReportId=MTcxMTExMzU3OQS2>

Ready4Rugby

<https://www.englandrugby.com/dxdam/15/1560b3e2-41b7-49d3-9ade-ff11a6a9917c/Ready%204%20Rugby%20-%20Playing%20Guide%202021.pdf>

TFL

<https://tfl.gov.uk/campaign/coronavirus>

Handwashing Guide

<https://www.uhb.nhs.uk/Downloads/pdf/HandHygienePoster.pdf>