



MARINE AFC

COVID-19 GENERAL RISK ASSESSMENT

Marine Travel Arena, College Road, Crosby, Liverpool L23 3AS

Match day General Risk Assessment

Department: Match Operations	Departmental Manager:	Location: Marine Travel Arena	Assessors: Dave McMillan	Date: 21st August 2020	Review Date: Ongoing following first game.
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This risk assessment will be reviewed regularly in the light of UK Government, SGSA, and Football Industry

Date	Action/Amendment/ Comment/	Author	Completion and date	Risk Matrix Mitigation Score 0 Not in place 1 In Progress 2 Completed N/A
09/08/2020	Document Created – 09/08/2020	Dave McMillan – Marine AFC Covid Officer / Vice Chairman	09.08.2020	Add which score to the assessment
21/08/2020	Version V2 – Updated to include admission of spectators	Dave McMillan – Marine AFC Covid Officer / Vice Chairman	21.08.2020	
23/08/2020	Version V3 – Updated to amend one way plan	Dave McMillan – Marine AFC Covid Officer / Vice Chairman	23.08.2020	
06/09/2020	Version V4 – Updated to include tea bar and hospitality opening	Dave McMillan – Marine AFC Covid Officer / Vice Chairman	06.09.2020	
24/09/2020	Version V5 – Updated to include table service / 10pm bar closure / QR Test & Trace	Dave McMillan – Marine AFC Covid Officer / Vice Chairman	24.09.2020	

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08/10/2020	Version V6 – Updated to include bar closure / additional standing area floor markings	Dave McMillan – Marine AFC Covid Officer / Vice Chairman	08.10.2020		
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Area/Activity	Significant Hazards	Control Measures (existing and further controls required in bold)	Residual Risk Rating	Validation Signed/Dated	012 N/A
Event Management	<p>Inadequate preparation leading to injuries/illness</p> <p>Injuries due to environmental hazards</p> <p>COVID-19</p>	<p>Club appointed COVID-19 Officer, and Safety Officer oversee match day precautions.</p> <p>Room capacities N/A – Bars / Social Club premises closed.</p> <p>Safety Officer to oversee arrangements in the usual manner.</p> <p>Discussions with organisers and emergency services if required – Safety Officer to assess.</p> <p>Pre-match Police intelligence /CTSA to be considered.</p> <p>Online/telephone contact scheduled pre-event for key stakeholders to impart up to date information.</p> <p>Experienced and competent senior safety staff on duty.</p> <p>Ongoing compliance with Safety Certificate Requirements</p> <p>Sufficient personnel available in terms of numbers of safety stewards and medical/first-aid staff in relation to COVID-19 precautions.</p> <p>Structural engineers’ reports are completed at required frequency and remedial actions prioritised and addressed.</p> <p>Mechanical and electrical systems service and inspection regimes in place in line with statutory requirements and best practice.</p>	<p>Controls implemented</p> <p>Risk is Low</p>		2

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		<p>Pre-event check routines in place co-ordinated by Safety Officer.</p> <p>Relevant facilities risk assessments are prepared, and controls monitored.</p> <p>Structural and equipment checks undertaken and recorded at determined intervals. Built and set up by reputable companies, risk assessments in place and best practice complied with.</p> <p>Pre-event inspections undertaken, and issues raised with Safety Officer as required.</p> <p>Adequate radio communication arrangements are in place and tested as required.</p>			
<p>Fans assembling outside the ground before/ during event.</p>	<p>Increased risk of transmission of Coronavirus.</p> <p>Increased risk of unrest/unruly behaviour</p>	<p>Marine AFC communicate maximum permitted attendance, advance ticketing procedure, facilities which remain closed and restrictions in stand seating / standing areas to fans by website and social media before game.</p> <p>Police may also use social media and communications to deter fans from visiting and have legal powers to disperse and remove illegal gatherings.</p> <p>Gates/access adequately manned by stewards.</p> <p>No entry to the ground is permitted to unauthorised persons.</p> <p>Threat of potential damage to Club interests should game be cancelled or delayed due to unauthorised gatherings.</p> <p>Graham Lounge and Arriva Suite closed for matches.</p> <p>Other licensed premises locally may be open. Large gatherings are not permitted, and this is the responsibility of licensed premises' management.</p>	<p>Controls implemented Risk is Low</p>		<p>2</p>

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		<p>Club members must present their card at Gate 3 located off the car park and be checked in via a tick sheet. All club members attending will be required to use the NHS QR app at turnstiles or alternatively provide their contact details prior to entering the ground.</p> <p>Social distancing floor markings will be in place in the queueing areas leading to Gates 1, 2 and 3.</p> <p>It is expected the away team management will implement suitable COVID-19 precautions for attending players and staff who will be arriving by coach or car.</p> <p>The away team will be required to submit written confirmation of all attendees (including, but not limited to, players, coaching staff, kit manager, physio, media, essential Directors / Committee members).</p> <p>Additional playing attendees (requested to be added at short notice) will be admitted only by agreement between senior representatives of Marine AFC and the away team, provided that name and contact details are recorded.</p> <p>For the avoidance of doubt a maximum of 15 non playing attendees will be allowed entry.</p> <p>Staggered, timed entry arrangements are in place to minimise contact between persons on entry.</p> <p>Marine AFC will record names and contact details of all Marine playing and support attendees via written record maintained by coaching staff or via NHS QR app.</p> <p>A sanitization station will be available at the entry point; all attendees are required to sanitize their hands prior to entering the Stadium.</p>			

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Traffic Regulation	<p>Injuries due to accidents involving vehicles on Club premises</p> <p>COVID-19 risks</p>	<p>Only authorised, prior approved visitors permitted to enter ground.</p> <p>Parking is restricted to Stadium car park. No off-site parking facilities are required.</p> <p>Senior Steward accompanied by club officials in management of car park.</p> <p>Players, Match Officials and Directors will have access to the Stadium car park at suitable distancing.</p> <p>Authorised staff manning car park dressed to appropriate EN471 (high vis) standard PPE.</p> <p>The Home Team will arrive individually by car through the main gates and park in the main car park.</p> <p>The Away team arrive by coach or car and will be directed to the changing facilities.</p> <p>Appropriate COVID-19 precautions signage displayed at entrance area.</p>	<p>Controls implemented Risk is Low</p>		<p>2</p>
Player and Staff Areas	<p>COVID-19</p>	<p>Players and key support staff only will have access to the changing facilities.</p> <p>The maximum capacity for home and away changing facilities is 9 persons in each room at any one time.</p> <p>Shower areas for home and away changing facilities are restricted to a maximum of two persons at any one time, those two persons counted as part of the 9 stated above.</p> <p>A cleaning and hygiene station will be provided within each facility for the effective cleaning of touch points, hands and other hard surfaces. This is checked and restocked as required.</p>	<p>Controls implemented Risk is Low</p>		<p>2</p>

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		<p>Ventilation to changing facilities is to be maximised by opening windows.</p> <p>The dugouts are to be occupied by a maximum of 4 players at any one time.</p> <p>Seats for an additional 2 players and 3 support staff will be provided along the touchline adjacent to the dugouts.</p> <p>A designated area for Match Officials pre match warm up will be marked out with cones.</p> <p>In the event that players are to take no further part in the game they should shower and change as soon as practicable after to assist with social distancing requirements in changing facilities and showers.</p> <p>Teams are required to stagger entry to the field of play as follows:</p> <p>Upon Referee first buzzer signal away team and support staff to enter; on second buzzer signal home team to enter; once clear Match Officials to enter.</p> <p>There will be no pre match Respect handshakes and captains / Match Officials are to maintain social distancing at the coin toss.</p> <p>Post match catering to teams and Match Officials will be provided in take away packaging from the Snack Kiosk serving hatch located at the rear of the Stand (dressing room end). Clubroom facilities and bars will remain closed.</p> <p>The Committee Room will remain closed; pre / post match hospitality to visiting Directors / Committee will not be provided.</p>			
Spectator Areas	COVID-19	There will be no requirement for temperature checks on spectators prior to entry to the stadium.			

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		<p>All spectators should self assess for COVID-19 symptoms in line with Government guidance and should stay at home if they, or someone they live with, has any of the following:</p> <p>A high temperature (above 37.8C);</p> <p>A new, continuous cough;</p> <p>A loss of, or change to, their sense of smell or taste.</p> <p>One way system implemented around stand to seating access and toilets with suitable floor signage.</p> <p>The Stand will be limited to a maximum percentage of available seats in line with the Government guidance at the date of the fixture.</p> <p>Appropriate signage and taping of rows and/or seats to ensure compliance with social distancing measures.</p> <p>Standing areas to have signage erected to remind spectators of the requirement to maintain social distancing.</p> <p>Floor markings provided to standing areas in groups of 6 – messages on PA to remind spectators of social distancing requirements with stewards engaging / enforcing accordingly.</p> <p>Toilets – Gents urinals to have social distancing signage displayed.</p> <p>Ladies toilets – Main Stand toilets to have one way system with suitable floor signage.</p> <p>Snack Kiosk – for maximum attendance of 400 to open with queueing barrier and floor signage to ensure social distancing.</p> <p>Club shop will be open with a maximum of 2 customers allowed at any time; appropriate signage displayed.</p>			

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		<p>Sanitization stations to be set up at entry point (Gates 1, 2 and 3) with hand sanitizer available within toilet facilities.</p> <p>Spectators will be encouraged to leave the stadium as soon as possible following the completion of the fixture, maintaining social distancing during the exit process. Message to be broadcast on PA system and via stewards.</p> <p>The club will monitor spectator compliance with social distancing measures or if they are increasing the risk of transmission via observation by stewards and officials.</p> <p>Individuals will be reminded of their responsibilities under the Government guidelines and in the event of further breaches may be requested to leave the ground.</p> <p>Consideration of withdrawal of ticket purchase facility for future fixtures in the event of serious breaches of the guidelines.</p> <p>Social club premises / bars to remain closed.</p>			
Match Officials	COVID-19	<p>Match Officials have access to the changing facilities.</p> <p>2 Match Officials will use the normal changing facilities; 1 Match Official will use the adjacent Female facility.</p> <p>A cleaning and hygiene station is available within facilities.</p> <p>Team sheets will be shared electronically.</p> <p>Payment will be made by Bank Transfer only.</p>	Controls implemented Risk is Low		2
Pitch/Game precautions	COVID-19	<p>Prior to, and during drinks break and half time, the balls, goalposts and corner flag touch points will be sanitised by dedicated playing support staff.</p> <p>Players are not to engage in unnecessary contact, i.e. team celebrations.</p>	Controls implemented Risk is Low		2

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Isolation Room	COVID-19	<p>An isolation room is provided to temporarily isolate persons showing symptoms once they have entered the ground. The isolation room is located as follows: Treatment Room opposite Match Officials' Changing Room</p> <p>The Players' Medical Team will handle player illness. Other cases will be handled by the Club first aid staff on duty.</p> <p>Appropriate personal protective equipment will be available to medical and first aid staff.</p>	Controls implemented Risk is Low		2
Cleaning Procedures	COVID-19	<p>Prior to the event, key risk areas are to be cleaned and sanitised following UK Government procedures for non-healthcare premises. These are to include dressing rooms, dugout areas used by players and officials, areas used by media.</p> <p>Cleaning will be undertaken in line with a schedule and cleaning records will be maintained. Adequate cleaning materials are provided at appropriate locations and cleaning methodologies are understood by staff.</p> <p>Goal posts, corner flags and balls are to be cleaned by dedicated member of the home player support team.</p> <p>Cleaning staff will be present throughout the event to clean and disinfect key areas including touch points. They will be wearing suitable disposable face coverings and latex gloves.</p> <p>Arrangements are in place for emergency deep cleaning, i.e. of the isolation facilities should they be used, and any areas suspected of being significantly contaminated.</p> <p>Suitable arrangements are in place for cleaning material waste disposal, including double bagging and tying of bags prior to disposal.</p>	Controls implemented Risk is Low		2
Event Duration	Heat, stress and dehydration. Cold, immobility (Players,	<p>Event of limited duration.</p> <p>Regular planned breaks available for staff; staggered and social</p>	Controls implemented Risk is Low		2

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	visitors and staff)	<p>distancing procedures in place.</p> <p>All persons are encouraged to leave the ground as soon as possible after the match and essential post-match functions, i.e. media interviews.</p>			
Fire/Major Incident	<p>Burns Smoke inhalation Death Terrorist attack</p> <p>Social distancing compromised.</p>	<p>The ground is subject to fire risk assessment in line with current regulatory requirements.</p> <p>Fire systems are inspected and tested by competent persons at appropriate frequency. Records are maintained.</p> <p>The ground will be subject to a suitable, documented pre-event fire safety check undertaken by a competent person.</p> <p>In house testing/checking arrangements are in place and records are maintained.</p> <p>Safety Stewards trained in specific emergency evacuation procedures.</p> <p>Adequate provision of portable fire extinguishers located appropriate to fire risk.</p> <p>Directional fire signage in place.</p> <p>Staff and Safety Stewards are trained in fire and emergency procedures.</p> <p>No-smoking/vaping policy in place and enforced by stewards in all areas with the exception of open terracing</p> <p>Suitable emergency procedures are in place for the co-ordinated evacuation of the Ground in the event of emergency.</p> <p>Isolation of areas due to COVID-19 precautions assessed to ensure no</p>	Controls implemented Risk is Low		2

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		evacuation routes are compromised.			
Medical Provision and First Aid	Injury Medical condition COVID-19	<p>Precautions are in place to exclude clinically vulnerable and clinically extremely vulnerable as defined by PHE.</p> <p>Other staff, visitors, spectators and contractors will receive treatment within the first aid facility opposite the Boardroom.</p> <p>Adequate personal protective equipment will be available for all medical and first aid personnel based on risk assessment and detailed within the revised medical plan.</p> <p>Adequate arrangements are in place for the disposal of used medical materials</p>	Controls implemented Risk is Low		2
Inclement Weather	Physical injury Property Damage Event abandonment	<p>Weather forecast reviewed pre-event. Games are cancelled and rescheduled in the event of severe weather conditions.</p> <p>Officials will suspend games in the event of severe weather conditions.</p> <p>Lightning protection fitted to buildings/structures is inspected and maintained by a competent person.</p> <p>Staff and stewards wear appropriate seasonal clothing.</p> <p>Abandonment considered by event officials as required.</p> <p>Adequate medical cover available in the event of injury (storm/localised flooding etc)</p> <p>Contingency plans in place for match abandonment.</p>	Controls implemented Risk is Low		2
Slips/Trips/Falls	Various ranging from minor to major injury.	All areas are regularly monitored for presence of slip/trip hazards. These are reported for attention by maintenance as required.	Controls implemented Risk is Low		2

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		Defects are cordoned off or otherwise isolated as required. Lighting levels are adequate. Changes in level are clear and marked/highlighted or signed as necessary.			
Press/Scouts	COVID-19	Press (written) and scouts will park in the main car park . The number of attendees is limited to ensure social distancing requirements can be met. Cleaning materials are available for the sanitising of equipment as required. Post-match interviews etc are to be supervised by the Club Media Staff and 2m social distancing will be enforced.	Controls implemented Risk is Low		2
Disabled Visitors	Access Emergency evacuation	Adequate arrangements are in place to accommodate disabled visitors to the Ground. Disabled visitors must validate their match ticket at Gate 1 or 2 and then present the validated ticket at the main gate adjacent to Gates 3 and 4. The Club operate a Personal Emergency Evacuation procedure. Social distancing arrangements apply as far as possible should disabled persons require any assistance whilst at the Ground.	Controls implemented Risk is Low		2
Grounds Staff	Injury thorough use of equipment	Normal controls are implemented with respect to the use and maintenance of equipment. Risk assessments and safe systems of work are in place and reviewed as required. Grounds staff are trained and competent in grounds maintenance	Controls implemented Risk is Low		2

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	COVID-19 infection.	<p>functions and are adequately supervised.</p> <p>No machinery is used during the match day build up or game periods, and there is no risk to visitors</p> <p>Ground staff are subject to health declaration on entry and are aware of self-isolation rules.</p> <p>Grounds staff practice social distancing of 2m and do not share equipment and materials as far as possible. If essential, touch points are cleaned between use.</p>			
Maintenance	Injury Electrocution COVID -19	<p>Structural elements on the ground and equipment are serviced and maintained at appropriate intervals in line with ground certificate and statutory requirements. Records are maintained.</p> <p>Electrical installation and equipment is inspected, tested, and certified as required by competent persons</p>	Controls implemented Risk is Low		2
Catering/Hospitality	COVID-19 infection	<p>Hospitality facilities will remain closed.</p> <p>Players and Match Officials will bring in their own labelled/identifiable drinking bottles.</p>	Controls implemented Risk is Low		2
Deliveries/Post	COVID-19	<p>Deliveries are not permitted on matchday weekends.</p> <p>COVID-19 precautions in relation to receipt and handling of post remain implemented</p>	Controls implemented Risk is Low		2

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Contractors	<p>Various Accident/Injury</p> <p>COVID-19</p>	<p>Approved contractors are used and issue risk assessments and supporting safety information prior to work.</p> <p>Only invited contractors are permitted to enter the ground on match day in line with bio-security measures. They are subject to health declaration on entry.</p> <p>Emergency contractors are permitted for critical tasks. They will be subject to the pre-entry checks as detailed and accompanied whilst on site by a member of the Operations team.</p>	Controls implemented Risk is Low		2
<p>Structural Elements</p> <p>Floodlights</p> <p>Unspecified Emergencies</p>	<p>Various</p> <p>Minor/major injuries</p> <p>Multiple death or serious injury</p>	<p>All stands and buildings at the Marine Travel Arena are operated and maintained in accordance with the Operations Manual and tested and certified in accordance with the Manual.</p> <p>Annual structural survey undertaken by competent person. Remedials prioritised and actioned to meet Certificate requirements.</p> <p>Pre-match event checks are conducted by a competent person for all emergency equipment prior to persons being allowed into the Ground.</p> <p>Floodlights are inspected and tested by a competent person annually. They are subject to pre-event checks.</p> <p>Lightning conductor checks are completed annually.</p> <p>Safe working procedures are in place for access. No high-level access needed during match day situation.</p> <p>Fire evacuation procedure published and practiced prior to event and re-enforced at briefings.</p> <p>Each steward in possession of appropriate documentation to reinforce training and briefing.</p>	Controls implemented Risk is Low		2

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		<p>Fire protection systems are installed where appropriate, maintained and certificated as per Operations Manual.</p> <p>Major Incident Plan available for implementation if required.</p> <p>First Aid and other medical services on duty at the Match in accordance with the requirements of the Medical Plan.</p>			

ACTION PLAN

Recommended Action	Person(s) responsible	Date of Completion	Signed	Matrix Score
Validate all controls on implementation	<p>COVID-19 Officer</p> <p>Safety Officer</p>			



October 2020