



# **RISK ASSESSMENT – TUFFLEY ROVERS AFC/RETURN TO COMPETITIVE TRAINING/MATCHES**

**Covid-19 Officer: Dan Boon, Football Chairman for Tuffley Rovers AFC**

**Date of Completion: 7 August 2020**

**Review Date: Subject to regular review to take account of ages in Government and/or FA guidance**

**Last review: 7 October 2020**



When completing this document please be mindful of the following guidance from the Government (latest update 17 July 2020):

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation>

Further, the latest update from the FA regarding the resumption of grassroots football on 18 July 2020:

<http://www.thefa.com/news/2020/jul/17/grassroots-guidance-for-competitive-football-restart-in-england-170720>

A summary of key points to consider from our guidelines are listed for ease below:

- ✦ Everyone should self-assess for COVID-19 symptoms before every training session or match. If you are symptomatic or living in a household with possible or actual COVID-19 infection you must not participate or attend;
- ✦ Clubs and facility providers should ensure that their facility is compliant with current Government legislation and guidance related to COVID-19;
- ✦ Competitive training is now permitted, with groups limited to a maximum of 30 people, including coaches;
- ✦ Competitive match play is permitted, with social distancing in place before and after the match, and in any breaks in play;
- ✦ Participants and officials should sanitise hands before and after a game as well as scheduled breaks throughout a game or training session;
- ✦ Ball handling should be kept to a minimum with most contact via a boot and the ball disinfected in breaks of play;
- ✦ Youth football coaches are encouraged to limit persistent close proximity of participants during match play and training;
- ✦ Goal celebrations should be avoided;
- ✦ Equipment should not be shared, and goalkeepers should ensure they disinfect their gloves regularly in breaks in training or matches and thoroughly afterwards. Where possible, coaches should only handle equipment in training;
- ✦ Where possible, Participants, coaches and officials should arrive changed and shower at home. Use of changing and shower facilities must follow government advice on the use of indoor facilities;
- ✦ Participants should follow best practice for travel including minimising use of public transport and walking or cycling if possible. People from a household or support bubble can travel together in a vehicle
- ✦ Clubs should keep a record of attendees at a match or training session, including contact details, to support NHS Test and Trace; ▪ Clubs should ensure they are affiliated with their County Football Association.



## Grassroots Football Open Age Football

Individual managers and coaches need to obtain risk assessments from the venues that they use to ensure they are aware of the procedures and processes for those venues but also the venue's Emergency Action Plan etc.

| <b>Club Policies and Procedures being followed</b> | <b>Yes</b>                          | <b>No</b>                |
|--|-------------------------------------|--------------------------|
| Code of Conduct, including unacceptable behaviour  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Equality, Diversity and Inclusion                  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Social Media                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| <b>Insurance Cover</b>                       | <b>Yes</b>                          | <b>No</b>                |
|--|-------------------------------------|--------------------------|
| Personal Accident (mandatory Bluefin Sports) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Public Liability                             | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



## **RISK ASSESSMENT MATRIX**

### ***Risk ratings:***

- *Red (serious issues and risk/interventions needed immediately)*
- *Amber (some issues/being managed/needs monitoring)*
- *Green (on track)*



| What are the hazards?                               | Who might be harmed? | RAG Rating before control measures imposed | Existing control measures to allow for football related activity to take place   | Planned, additional control measures if required   | Who is responsible for enacting these measures | When will they be completed by?  | RAG Rating after control measures imposed |
|---|----------------------|--|--|--|--|--|---|
| <b>Safeguarding/Consent</b>                         |                      |  |  |  |  |  |   |
| Consent to Participate in football related activity | All Participants     |  | <p>All Participants (parents/carers where applicable) must provide written consent to be able to participate in football activities.</p> <p>That consent should include confirmation that all Participants (parents/carers where applicable) have read all necessary guidance, processes and procedures.</p> <p>All Participants (parents/carers where applicable) to complete Player Registration Form at outset of competitive season.</p> | <p>All Participants (parents/carers where applicable) are briefed before each activity confirming what it entails, reminders of processes and procedures.</p> <p>All Participants (parents/carers where applicable) to complete COVID Declaration Form.</p> <p>All Participants (parents/carers where applicable) must use the COVID Self-Screen document and ensure all check negative before giving consent to take part in activity.</p> <p>Managers are to complete and keep a register of attendees of every training session/match which may need to be submitted to the Club.</p> | Club Secretary/COVID Officer/Coach             | Player Registration Form, COVID Declaration Form and then before each activity |   |



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|---|----------------------|--|--|--|--|--|---|
| Data Privacy Policy/Notices updated to cover data handling of attendees to aid NHS Test and Trace | All Participants     |  | Ensure Club adheres to its Data Privacy Policy etc regarding handling of data.   | Ensure Club keeps written record of attendees for all football related activities, in particular in order that it is available for use if required for submission to NHS Test and Trace. | Club Secretary/CWO/ Coach                      | Ongoing  |   |
| Volunteer/Participant Conduct   | All Participants     |  | Ensure all Participants (parents/carers where applicable) together with all volunteers complete and sign relevant Codes of Conduct (e.g. FA RESPECT).<br><br>Every Participant (parent/carer where applicable) will sign up to the COVID Code of Behaviour document. | All Participants (parents/carers where applicable) together with Volunteers should always be briefed and receive training and guidance to behave appropriately at all times.             | Club Secretary                                 | Start of Every Season via Player Registration Form and Volunteer Form<br><br>COVID Code of Behaviour on the COVID Declaration Form |   |



| What are the hazards?  | Who might be harmed?                     | RAG Rating before control measures imposed | Existing control measures to allow for football related activity to take place  | Planned, additional control measures if required   | Who is responsible for enacting these measures | When will they be completed by?  | RAG Rating after control measures imposed |
|--|--|--|---|--|--|--|---|
| Close contact with others causes virus to spread throughout families | All Participants could contract COVID-19 |  | <p>Teams can train with up to groups of 30 (coaches included).</p> <p>Each Participant must complete the Club's Self-Screen Checklist to ensure they are permitted to attend.</p> <p>Each session/match will begin and end with 20 seconds handwashing using alcohol based handwash. Coach is to monitor quality and direct if needed. This should also take place during breaks.</p> <p>Social distancing of 2m (or 1m+) at all times before and after training sessions/matches and during breaks.</p> <p>During warm-ups and cool down Participants should adhere to social distancing as above.</p> <p>Management and Substitutes should adhere to social distancing as above.</p> <p>There should be regular breaks during Training Sessions/Matches to reduce the risk of transmission.</p> <p>Participants are not to engage with pre or post-match handshake.</p> | <p>The coach will brief Participants prior to any training session/match to reiterate the importance of adhering to social distancing before, after and during breaks. The coach will remind Participants throughout the session/match.</p> <p>If there are incidents of Participants <i>purposely</i> breaking the social distancing rule before, after sessions/matches and in breaks; the player will be told to sit out of training/match and parents/carers asked to take them home and ensure full understanding.</p> <p>If there are incidents of Participants <i>purposely</i> breaking the rules against spitting and raising voice/shouting; the player will be told to sit out of training/match and parents/carers asked to take them home and ensure full understanding.</p> <p>Any spectators <i>purposely</i> breaking the social distancing rule will be asked to leave.</p> <p>Keep up to date with Government and FA Guidance.</p> | Coach  | During all Football Related Activity Sessions (e.g. training, matches) |   |



|   |  |  | <p>All players and officials will wear face coverings (preferably a mask) when inside the changing room areas.</p> <p>At Glevum Park, numbers permitted to enter the changing rooms will be strictly monitored, in line with a specific changing area policy.</p>   |  |  |   |   |
|---|--|--|---|--|--|---|---|
| What are the hazards?   | Who might be harmed?   | RAG Rating before control measures imposed | Existing control measures to allow for football related activity to take place  | Planned, additional control measures if required   | Who is responsible for enacting these measures                 | When will they be completed by?                           | RAG Rating after control measures imposed |
| <p><u>Return of spectators</u><br/>Close contact with others causes virus to spread</p> | <p>All site attendees could contract COVID-19 or increase the risk of transmission</p> |  | <p>No individual should attend who has Covid symptoms of: a high temperature (above 37.8C), or any other symptoms. Temperature checks will be undertaken before access is permitted and <i>Track &amp; Trace</i> measures will be in place at all times.</p> <p>Spectator numbers will be limited, in line with FA and DCMS requirements, at all times.</p> <p>Appropriate markings will be in place, to advise spectators of arrangements for entry and exit to/from the site.</p> <p>Supporters, parents, and other spectators should remain socially distanced whilst attending events. Spectator groups must be restricted to</p> | <p>Specific advice to be published on club website, so that all visitors to the site have a summary of the requirements and controls in place.</p> | <p>Football Chair /<br/>Football Secretary /<br/>Officials</p> | <p>During all football fixtures played at Glevum Park</p> |   |





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|  |  |  | <p>discrete six-person gathering limits and spread out in line with wider Government guidance.</p> <p>Access to spectator toilet facilities will be limited, with no more than one person provided access to each room at any time.</p> <p>Adequate supplies of sanitiser will be provided around the key areas of the ground and maintained throughout.</p> <p>Access to the bar and food service areas will be controlled by one-way systems, with social distancing arrangements in place.</p> <p>Regular announcements will be made on the tannoy at the ground to remind spectators of their responsibilities.</p> <p>One-way systems will be in operation for the supply and sale food and/or drink.</p> <p>There will be a takeaway service only in the bar and hospitality room.</p> |  |  |  |  |
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|--|--|--|---|--|--|--|---|
| Transmission of COVID-19 from touching equipment | All Participants could contract COVID-19 |  | <p>Equipment used during the session will be minimal to avoid transmission. Any cones or other equipment used will be set out and collected in by the coach removing the need for Participants to touch equipment with their hands.</p> <p>All equipment used will be wiped down with disinfectant before and after the training session/match and in breaks (when required) – this includes goalposts and corner flags poles in matches. Club to provide every Team with cleaning sanitiser and hand sanitiser for use by coaches.</p> <p>Participants and coach should avoid where practical, picking up the ball. Non-participants should refrain from picking up the ball. When throw-ins are to be taken the ball must be sanitised prior to being thrown in.</p> <p>If goalkeeping practice or matches are undertaken, the goalkeeper must wear goalkeeper gloves when handling the ball and these should be sanitised before and after sessions/matches, and during breaks.</p> <p>Payments should be made cashless (e.g. payment to referee).</p> | <p>Coach will remind all Participants of the need to avoid touching/picking up the ball. Any persistent instances of touching the ball the player(s) will be told to sit out of training/matches and parents asked to take home and ensure full understanding.</p> <p>Keep up to date with Government and FA Guidance.</p> | Coach  | During all Football Related Activity Sessions (e.g. training, matches) |   |



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|---|--|--|---|--|--|--|---|
| (Cont)  |  |  | <p>Their fellow household members should self-isolate for 14 days.</p> <p>Where a player or coach tests negative, they can return to training and the fellow household members can end their self-isolation.</p> <p>Where a player or coach tests positive and social distancing has not been adhered to so that there has been contact (within 2metres for 15mins or more), the rest of the team will be advised to self-isolate for 14 days. The other household members of the Participants do not need to self-isolate unless they develop symptoms</p> |  |  |  |   |
| Transmitting or coming into contact with COVID-19 from travel | All participants could contract COVID-19 |  | <p>Parents/carers are to be advised that Participants should not use public transport to travel to and from training.</p> <p>Participants must not share lifts unless from the same household, unless absolutely necessary.</p>   | Keep up to date with Government and FA Guidance. | Parents/Participants                           | Before and after all Football Related Activity Sessions (e.g. training, matches) |   |



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|  |  |  | Participants must comprehensively handwash before and after travel. |  |  |  |  |
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|---|--|--|---|---|--|--|---|
| Poor Communication means that Participants do not follow the Guidance | All participants not being aware of the guidance leading to risk of transmission of COVID-19 |  | <p>The Club will provide all documents including this risk assessment to all managers for them to forward to their parents.</p> <p>Each Participant (parent/carer where applicable) is required to sign and submit the Club's COVID Declaration Form along with prior to each training session/match confirmation in writing (by text, email etc) to the Manager they still adhere to it and can answer "Check Negative" to all the questions on the Self-Screen Checklist.</p> <p>Event Participant will sign up to the Player Code of Behaviour document.</p> | Should it be required virtual online training will be made available. | Coach<br>Parents/Participants                  | During all Football Related Activity Sessions (e.g. training, matches) |   |
| <b>Health &amp; Safety/First Aid</b>                                  |  |  |   |   |  |  |   |



|  |                  |  |  |  |                               |  |  |
|--|------------------|--|--|--|-------------------------------|--|--|
| Transmitting or coming into contact with COVID-19 when administering first aid | All Participants |  | <p>Club to provide all Teams with additional PPE where requested (e.g. goggles, aprons, masks, CPR face shields).</p> <p>First aid is to be administered by the Participant or Parent/Carer in first instance with supervision by coach remaining 2m (1m+) unless situation is life-threatening or limb-threatening.</p> | Coaches will make dynamic risk assessments if there are any injuries weighing up the risk of harm if untreated with the risk of transmitting COVID-19. | Coach<br>Parents/Participants | During all Football Related Activity Sessions (e.g. training, matches) |  |
|--|------------------|--|--|--|-------------------------------|--|--|

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|---|--|--|---|--|--|---|---|
| Emergency Evacuation Procedures   | All Participants   |  | <p>Coach to ensure they are aware of the Emergency Action Plan of any venue they hire.</p> <p>Coach will make dynamic risk assessments when attending a venue to ascertain best evacuation protocol etc when using a public area.</p> |  | Coach  | Before and During all Football Related Activity Sessions (e.g. training, matches) |   |
| <b>Miscellaneous</b>  |  |  |   |  |  |   |   |
| Site Boundaries e.g. Public Access, Roads, Location of Facilities, Drop-off points and access to pitches and training areas | All Participants (additional risk in particular to youth players or players with impairment) |  | Coach to dynamic risk assess but also find out the venue's process and procedures in respect of entering, exiting, if there is a one-way system etc.  | Keep up to date with Government and FA Guidance together with Venue's Risk Assessments and Procedures. | Coach  | Before and During all Football Related Activity Sessions (e.g. training, matches) |   |



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|--|--|--|---|--|-------|---|--|
| Access to toilets/changing areas e.g. supervision, handwashing and/or rub washing facilities | All Participants (additional risk in particular to youth players or players with impairment) |  | Coach to find out from venue if there is any access to toilets, changing rooms etc and any procedures that need to be followed to use them. | Keep up to date with Government and FA Guidance together with Venue's Risk Assessments and Procedures. | Coach | Before and During all Football Related Activity Sessions (e.g. training, matches) |  |
|--|--|--|---|--|-------|---|--|

### Version History

| Version Number | Date of Version | Drafted/Amended by (Name and Club Role) | Checked by Club Committee Member |
|----------------|-----------------|---|----------------------------------|
| 1              | 7 August 2020   | Neil Spiller, Football Secretary        | Dan Boon, Football Chair         |
| 2              | 24 August 2020  | Neil Spiller, Football Secretary        | Dan Boon, Football Chair         |
| 3              | 7 October 2020  | Neil Spiller, Football Secretary        | Dan Boon, Football Chair         |
|                |                 |   |                                  |
|                |                 |   |                                  |
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