



## COVID-19 Risk Assessment – Richmond & Kew Football Club

This risk assessment covers all football activity under the authorisation and jurisdiction of Richmond & Kew Football Club (“RKFC”). These activities include:

- Training Sessions; and
- Matches

In addition, a review of clubhouse protocol has been reviewed.

### Training sessions

Risk – that COVID-19 is transferred between player to player, player to coach or coach to player.

Actions taken to mitigate risk:

1. Coaches training was created see “Coaches Training” on COVID-19 tab of [www.richmondkewfc.co.uk](http://www.richmondkewfc.co.uk). All coaches and managers were taken through this training which covered among other things protocols that should be followed during training.
2. All training sessions will have a 15 minute buffer i.e. 4.30pm – 5.30pm, 5.45pm – 6.45pm, 7pm – 8pm and 8.15pm – 9.15pm to allow minimal / no contact between the team finishing training and the team starting training.
3. All sessions will be logged and therefore a list of players available in the event “track and trace” is required.
4. No changing or toilet facilities will be available.

### Match Days

Risk – that COVID-19 is transferred between player (RKFC or opposition) to player (RKFC or opposition), player (RKFC or opposition) to coach (RKFC or opposition), coach (RKFC or opposition) to player (RKFC or opposition) or referee to any of the above.

Actions taken to mitigate risk:

1. Coaches training was created see “Coaches Training” on COVID-19 tab of [www.richmondkewfc.co.uk](http://www.richmondkewfc.co.uk). All coaches and managers were taken through this training, which covered among other things protocols that should be followed during match days.
2. Where possible all Sunday matches will have a 15 minute buffer between games to allow minimal / no contact between the teams finishing a match and the teams about to start a match.
3. Where possible all Saturday matches will have a staggered kick-off i.e. 12.30pm and 2pm – to minimise contact of players post match and allowing hosting.
4. The club will keep records of every authorised match including the date, time, RKFC team, opposition team, referees name and location. Therefore a list of individuals will be known should the need arise for this information to be used for the purpose of contact tracing (NHS Test and Trace).

5. For youth football players will come to the games changed and ready to play and will not use changing rooms. Changing rooms will be available for adult's football.
6. Toilet facilities will be available on match days.
7. Where possible referees will be paid electronically to avoid the need for the transfer of physical cash post match.

#### **Access to the Clubhouse**

Risk – that COVID-19 is transferred between parent / guardian, player and/or RKFC staff.

Actions taken to mitigate risk:

1. When weather permitting tables and chairs will be set up outside to allow social distancing. In addition, a marquee has been purchased to allow some outside seating during inclement weather.
2. Masks must be worn in the clubhouse when ordering food or drinks.
3. A one way system has been implemented with markings to assist with social distancing.
4. All payments are to be made via contactless card (no cash accepted).

#### **Other general actions taken to mitigate risk:**

1. The club have communicated to all parents / guardians the expectations around COVID-19 and the steps the club have taken.
2. The club's data privacy policy has been updated to incorporate the possibility of having to share member's data with NHS Test and Trace teams, if required.
3. The club have appointed John Kane as the club's COVID-19 officer.
4. Changing rooms and toilets will be cleaned after every Saturday and Sunday session.

After careful consideration the committee of RKFC feel that it has taken all reasonable steps to mitigate the risks of COVID-19.