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| **RISK ASSESSMENT August 2021**  **CLUB: Wincanton Town Football Club LEAGUE: Toolstation Western League First Division**  **COVID-19 OFFICER: Ben Hamblin HOME VENUE: Wincanton Sports Ground** | | | | | | |
| **What are the hazards** | **Who might be harmed** | **Controls required** | **Additional Controls** | **Action by who?** | **Action by when?** | **Date complete** |
| **Greyed out controls/actions are not active at this time but may be reactivated in future reviews.** | | | | | | |
| COVID-19 Symptoms / Spread | **Players**  **Officials**  **Manager’s**  **Coaches**  **Physios**  **Spectators**  **Club Officials**  **Committee Members**  **Visitors to site** | **All attendees** to follow the up to date Government COVID-19 self-screening checks prior to travelling to the venue – for example checking for high temperature (above 37.8C), new continuous cough, shortness of breath, sore throat, loss of or change in normal sense of taste or smell, feeling generally unwell or been in contact with or living with a suspected or confirmed case of COVID-19 in the previous 14 – 28 days.  All attendees to be asked to wear a face covering when indoors/when they enter the club house, including in the bar area and toilets.  **Track & Trace Registration Sheet/NHS Track and Trace App** no longer required but QR code to still remain available for those who wish to use it.  **Hygiene, Cleanliness & Sanitising** measures in place to allow for regular hand washing, sanitising, and cleaning down of surfaces, door handles, doors, tables, chairs, and all equipment as appropriate.  **Entrance & Exit** one-way systems in place to include a separate and marked flow for players, managers, coaches, physios, officials to changing rooms, and a separate marked flow for spectators, club officials / committee members, visitors, contractors and any onsite staff of the facility. **Separate Map Included**  **Changing Rooms** to be cleaned at least one hour prior to players, officials, physios, managers, and coaches attending. Also, to be cleaned within one hour of the last player or official leaving the changing room.  **Players/coaches** to be advised to reduce number of people within a changing room at one time to reduce number of close contacts or to not take longer than 15 minutes within 2 metres.  **COVID-19 Matchday Wardens** to be allocated to assist and support procedures and measures in place.  No gathering limits in place but spectators to be encouraged to maintain distance between groups both indoors and pitchside. **Ventilation** to be maximised indoors through open windows/doors.  **Toilet Facilities** (including disabled and outdoor WC’s) to be checked each hour to ensure stocked appropriately, and for appropriate surfaces and handles to be sanitised.  All areas to be sanitised at least every hour to include tables, chairs, the bar, and door handles. If appropriate the necessary PPE can be worn and a suitable safety screen installed. Plastic / disposable items to be used and placed in bins after use.   Reduce number of **club members** in bar/kitchen area to reduce number of close contacts. **PPE and Safety Screen** installed as part of the Government Guidelines.  **Contactless Payments** to be introduced for payment of refreshments and matchday entrance charges.  **Bins & Rubbish Removal** to be undertaken at the end of the matchday event using appropriate PPE and immediately placed into the Sports Grounds lockable bins for waste management or recycling disposal as appropriate.  **Main Stand/Dug Outs** to be visited at least two hours prior to kick off for seats to be sanitised, and again after the match together with any rubbish cleared as set out above.   **All substitutes and team officials** should be encouraged to maintain social distancing. Teams to be encouraged to hold team meetings in outdoors spaces to reduce number of close contacts.  **Match officials** to avoid the use of physical team sheets where possible (encourage use of electronic versions) and the respect handshake will not take place. | Reminding everyone to **follow the HANDS, FACE, SPACE guidance.**  **COVID Matchday Wardens** to monitor entrance space and ensure procedures followed correctly.  **All attendees** to be encouraged to test before attending games using LFTs ordered [HERE](https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests).    **Sanitising Stations** to be set up at entrances and exits, together with stocks of soap supplied in WC’s.  **Signage & Floor Markings** to indicate the correct flow for the appropriate people to follow correctly, with a **COVID Matchday Warden** available to assist within the building.    **Cleaning Schedule Sheet** to be placed on the changing room doors being used that day to confirm the date and time of the clean taking place, and who completed the clean.  **Hi-Vis Vests** to be supplied to highlight the appropriate contacts on the day.  **COVID Matchday Wardens** to monitor adherence to this guidance before, during and after the match.  **Cleaning Schedule Sheet** to be placed on the toilet doors to monitor that the schedule is being adhered to and the appropriate action taken.  **Cleaning Schedule Sheet** to be placed behind the bar to monitor that the schedule is being adhered to and the appropriate action taken.  There is **NO** plan at present for us to offer food/hospitality and will not expect from opposition on away fixtures.  **Extra seats** to be provided next to dug out for additional seating capacity.  **Both teams and officials** to be advised of this arrangement before the game.  Handshakes advised not to take place.  **Match officials** to be asked to make this arrangement possible before game. | N/A | N/A |  |

***Reviewed August 2021***