



Description of task	Basingstoke Town FC Women Training
Location	Winklebury Playing Fields, RG23 8BF
Who or what may be affected?	BTFC Committee, Volunteer Coaches, Players, Visitors & Public

The content of this document must be clearly communicated to all persons involved with Club Training.

A Basingstoke Town FC Women Committee member or Qualified coach will be on site while activity is taking place. Any concerns please raise with the club Welfare officers.

All Volunteers should also follow current Government advice and government guidance. If you have any health and safety concerns raise them immediately with a member of the club Committee.

The level of risk is Likelihood x Impact

		Likelihood					
		Almost never	Hardly ever	Unlikely	Possible	Likely	Almost certain
		Never heard of in industry / work type	Heard of in industry / work type	Occurred within SSE	Occurs several times within SSE	Occurs on site	Occurs several times on site
Impact		A	B	C	D	E	F
Catastrophic	6	M	H	H	VH	VH	VH
Severe	5	M	M	H	H	VH	VH
Major	4	L	M	M	H	H	VH
Serious	3	L	L	M	M	H	H
Minor	2	L	L	L	M	M	H
Incidental	1	L	L	L	L	M	M
		$10^{-6} - 10^{-5} / \text{yr}$	$10^{-5} - 10^{-4} / \text{yr}$	$10^{-4} - 10^{-3} / \text{yr}$	$10^{-2} - 10^{-2} / \text{yr}$	$10^{-2} - 10^{-1} / \text{yr}$	$>10^{-1} / \text{yr}$

Hazard	Risk/incident that could occur and most likely injury or loss	Level of uncontrolled risk	Controls to reduce and prevent incidents and loss	Level of residual risk
Deciding whether to train (Coaches and Players)	COVID19 could be contracted or passed on	E-3 High	<p>Anyone who either has a high temperature or a new persistent cough or is within 14 days of the day when the first member of their household showed symptoms of Coronavirus (Covid-19) should not attend training, but must follow the Government guidance on Self Isolation Self-checks will be important to prevent transmission among people who are unaware that they are carriers of the virus. Such checks should help identify if anyone has:</p> <ul style="list-style-type: none"> • Had a high temperature (above 37.8oC); • Has developed a new continuous cough; • Has shortness of breath or a sore throat; • Loss of or change in normal sense of taste or smell; • Is feeling unwell. <p>All players/coaches/volunteers will have to complete the self-screening (Appendix 1) before travelling to training which is then check by the coaches upon arrival. If anyone selects positive for any of the symptoms they must NOT attend training and seek guidance via the NHS website: https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/</p>	B-3 Low
Person at increased Risk (Coaches and Players)	COVID19 could be contracted or passed on	D-3 Med	Anyone who is clinically vulnerable to Coronavirus (Covid-19) is advised to stay at home and not attend training	B-3 Low

<p>Persons defined on medical grounds as extremely vulnerable or employees Living with a person in one of the above groups (Coaches, Players parents and Guardians)</p>	<p>COVID19 could be contracted or passed on</p>	<p>D-4 High</p>	<p>Anyone identified as extremely clinically extremely vulnerable will be advised by their health authority and must follow the guidance on shielding and protecting people who are clinically extremely vulnerable from Covid-19 that they have been provided.</p> <p>Anyone living with a person who is at increased risk of severe illness, or an extremely vulnerable person who is shielding from Coronavirus (Covid-19), should stringently follow the guidance on social distancing and minimise contact outside the home.</p> <p>Anyone falling into this category MUST not train or attend site.</p>	<p>B-3 Low</p>
<p>If someone falls ill while Volunteering at the site</p>	<p>COVID19 could be contracted or passed on</p>	<p>D-3 Med</p>	<p>If a Volunteers develops a high temperature or a persistent cough while at work, they should:</p> <ul style="list-style-type: none"> • Ensure a member of the Club Committee is informed • Return home immediately • Avoid touching anything • Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. • Get a COVID-19 test ASAP, Stay at home and do not have visitors until you get your test result – only leave your home to have a test. • Anyone you live with, and anyone in your support bubble, must also stay at home until you get your result. 	<p>B-3 Low</p>

			<p>Call NHS 111 coronavirus service if you are worried about symptoms.</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/</p> <p>They must then follow the government guidance on self-isolation and not return until their period of self-isolation has been completed.</p>	
Travelling to Training	COVID19 could be contracted or passed on	D-4 High	All coaches and players should travel to site in their own transport unless sharing a car with someone from their household.	A-3 Low
Arriving and Leaving Winklebury Way	COVID19 could be contracted or passed on	D-4 High	<p>Ask participants will be instructed to arrive shortly before the session starts and depart promptly when it finishes.</p> <p>Players and parents/carers should not congregate at the venue carpark and should maintain social distancing at all times.</p> <p>When you arrive on site ensure that the following is in place and you are confident that controls are suitable. Ensure that you as a coach have been briefed on the Specific training guidance.</p> <ul style="list-style-type: none"> • Site access and egress points should provide the ability for social distancing • There may be a one-way system in place to the training area • Allow plenty of space between you and anyone else waiting to enter site All coaches and players must use the Sanitiser gel provided before starting any training. 	B-3 Low

			<p>When the session is finished, players should be encouraged to leave the site rather than congregate. The coach should try to manage departure to avoid any congestion at gates or doors. Utilise a one-way system if possible, to focus player and parent/carers' attention on the importance of maintaining social distancing.</p>	
Inadequate provision of Hygiene – handwashing, sanitation facilities and toilets	COVID19 could be contracted or passed on	D-4 High	<p>Follow the site rules on the use of Toilet facilities Expect to see when at Winklebury Football Complex.</p> <p>Whilst on the field, no toilet facilities are open and all players will be informed of this. They must:</p> <ul style="list-style-type: none"> • Wash or sanitise hands before, during and after training • Do not touch any equipment as this is the coaches responsibility. If they do so, wash/sanitise hands immediately. 	B-3 Low
Training Planning to abide by Government legislation & FA guidance	COVID19 could be contracted or passed on	D-4 High	<p>Coaches should ensure that all football activity follows the latest Government guidance and The FA's 're-starting outdoor competitive grassroots football – summary' (See Appendix 2).</p> <p>Coaches should follow the Club Risk assessment and guidance and should only re-start coaching when happy that safe sessions can be provided that are in line with the club guidance.</p> <p>While some players (or parents of players) might be pushing for a return to football activity as soon as possible there will be others who have real concerns, or</p>	B-3 Low

			<p>their personal circumstances might make it difficult. The coach should be sensitive to these differing viewpoints. Some individuals, such as members of the BAME community, or due to their age, may face heightened risks from Covid-19. As such, any concerns should be taken seriously and addressed sensitively.</p> <p>Coaches should remind anyone intending to attend the activity that if they are showing symptoms of Covid-19 infection or have been in contact with someone displaying symptoms or diagnosed with Covid-19 within the last two weeks, they should not attend and should seek medical advice.</p> <p>In planning a session, a decision should be made and communicated on the presence of parents/carers at training. If the space allows for them to observe from a safe social distance (e.g. in their car, if they have one), then consideration will need to be given on how to ensure they maintain the social-distancing and hygiene arrangements required.</p>	
Inadequate communications and poor behaviours while working on volunteer site	COVID19 could be contracted or passed on	D-4 High	<p>The measures necessary to minimise the risk of spread of infection rely on everyone taking responsibility for their actions and behaviours.</p> <p>Provide a Covid 19 training guidance before starting any work and repeat every week or when new guidance has been provided.</p>	B-3 Low

Use of training Equipment	COVID19 could be contracted or passed on	D-4 High	<p>Plan your activities so that players avoid sharing equipment where possible. If you must share, then ensure the tools and equipment are effectively cleaned and sanitised between each user. All players and coaches shall use the supply of hand sanitiser before during and after the session.</p> <p>All shared equipment should be thoroughly washed/disinfected, and it should be clear whose responsibility it is to do this.</p>	B-3 Low
Disposal of waste	COVID19 could be contracted or passed on	D-4 High	Dispose of any single use PPE in suitable waste receptacles. All waste that is potentially contaminated (wipes, gloves etc) should be double bagged and securely tied. This shall be treated as general waste.	B-3 Low
Administering First Aid	COVID19 could be contracted or passed on	D-4 High	If possible, maintain a 2m distance from the injured party and give them access to self-medicate or treatment. Where not possible to maintain social distancing, for example if CPR is required carry out a personal risk assessment - Consider severity of the first aid incident and assess this against the potential risk. Have available a means of covering your mouth and nose e.g. surgical mask, full-face visor, triangular bandage, snood or something similar. Ensure that prompt hygiene measures are carried out after treating a patient, such as thorough hand washing, and do not touch your face.	D-3 Med
Being exposed to COVID19 during accident, security and incident management	COVID19 could be contracted or passed on	D-4 High	In an emergency, an accident, or fire, coaches and players do not have to stay 2m apart if it would be unsafe. People involved in the provision of assistance to others should use hygiene measures immediately such as hand sanitisers afterwards.	D-3 Med

Risk Assessment			
Risk Assessor Name	Alice Weaving	Club Role	BTFC Women Player Representative
Date	30/07/2020	Signature	A.Weaving
Checked by Club Committee member			
Committee Member Name	Katie Oliver	Club Role	Secretary
Date	30/07/2020	Signature	K.Oliver
Name of person responsible for ensuring control measures identified are implemented	BTFC Committee members	Dates Reviewed	

DISCLAIMER: This assessment is for general information only and does not constitute legal advice or replace any Government or PHE advice; nor does it provide any specific commentary or advice on health-related issues. Affected persons should therefore ensure that they seek independent advice from medical practitioners, or healthcare providers, prior to implementing any return to football activity, as required. While efforts have been taken to ensure the accuracy of this information at the time of publication, the reader is reminded to check the Government website to obtain the most up-to date information regarding social distancing and any other Government measures.

Appendix 1: Self- Screening

Each participant should self-screen prior to arrival at training to ensure they do not have any of the following symptoms (confirmed by a parent for those under age 18), as these are potential indicators of Covid-19 Infection.	Check negative	Check positive
A high temperature (above 37.8°C) <ul style="list-style-type: none"> • Some clubs may include on-site temperature checking of participants as part of their SOP, this is more relevant to clubs who employ medical staff. 	<input type="checkbox"/>	<input type="checkbox"/>
A new continuous cough.	<input type="checkbox"/>	<input type="checkbox"/>
Shortness of breath.	<input type="checkbox"/>	<input type="checkbox"/>
A sore throat.	<input type="checkbox"/>	<input type="checkbox"/>
Loss of or change in normal sense of taste or smell.	<input type="checkbox"/>	<input type="checkbox"/>
Feeling generally unwell.	<input type="checkbox"/>	<input type="checkbox"/>
Been in close contact with/living with a suspected or confirmed case of COVID-19 in the previous two weeks.	<input type="checkbox"/>	<input type="checkbox"/>

RE-STARTING OUTDOOR COMPETITIVE GRASSROOTS FOOTBALL – SUMMARY

COVID-19 GUIDANCE



FOR CLUBS, PLAYERS, COACHES, CLUB OFFICIALS, CLUB WELFARE OFFICERS, MATCH OFFICIALS, LEAGUE OFFICIALS, VOLUNTEERS, PARENTS/CARERS SPECTATORS AND FOOTBALL FACILITY PROVIDERS – Published: 18 July 2020

This document outlines actions to be taken before, during and after all competitive grassroots football activity in England. It should be read in conjunction with the latest UK Government Covid-19 guidance available [here](#) and the more detailed guidance document produced by The FA, available [here](#).

In outdoor competitive training and matches, physical contact is now allowed, but for all other activity (e.g. warm-ups/cool-downs) the Government guidance on social distancing should be observed, read [here](#).

Should Government guidance change in response to the current Covid-19 Alert Level, The FA guidance will be updated accordingly.

BEFORE ACTIVITY

- 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. You should stay home and follow the latest **Government guidance**.
- Clubs/facility providers should appoint a Covid-19 officer and conduct a thorough **risk assessment** before re-opening or re-starting competitive activity. They should also follow current **'NHS test and trace'** protocols, such as keeping an attendance register.
- Personal hygiene measures should be carried out by everyone and hand sanitisers brought and used at the training/match venue.
- The sharing of kit and equipment should be avoided, but where equipment is shared, it must be cleaned before use by another person.
- Goal posts and corner poles should be wiped down before matches, after matches and at half time.
- Follow Government guidance for travel, including minimising use of public transport.
- Active participants should arrive changed and ready to take part.
- Youth team coaches should re-acquaint themselves with all safeguarding policies and procedures.
- Meet-up times should be adjusted to avoid time spent congregating at a venue.
- Use of clubhouses, hospitality facilities, changing rooms and toilets must adhere to **Government guidance**.

Anyone who is deemed vulnerable in respect of Covid-19 is reminded to follow the Government's guidance, only returning to football when it's right for them to do so.

DURING TRAINING & MATCH PLAY

- Competitive training can take place for all participants, in an outdoor setting provided this takes place in groups of no more than 30 (including coaches).
- Competitive match play is permitted, with social distancing in place before and after the session, and in any breaks in play.
- The sharing of kit and equipment should be avoided and participants should bring their own drinks or refreshments, in named containers.
- When the ball goes out of play, it should not be retrieved by non-participants and should be retrieved using the feet rather than the hands where possible.
- Participants must not spit and should avoid shouting or raising their voices when facing each other, as detailed in The FA Covid-19 Code of Behaviour.
- Set plays: players are encouraged to avoid unnecessarily long set-up or close marking. Other modifications apply to specific situations, such as goal celebrations being discouraged. Read more in The FA's more detailed guidance [here](#).
- Youth football coaches are encouraged to limit persistent close proximity of participants during match play and training.
- Observing rigorous hygiene standards, injuries can be treated. See full guidance [here](#).
- Spectator groups should be limited to six people per group and spread out in line with wider **Government guidance**.
- Match fee payments should be cashless – consider using **The FA Matchday App**.
- Small-sided football should include more regular hygiene breaks in activity and players discouraged from touching or tackling against boards.

AFTER ACTIVITY

- Hands should be washed at the earliest opportunity and personal equipment should be wiped down with a disinfectant.
- Unless absolutely necessary, participants should take their kit home and wash it themselves, or by family members. Post-activity showers should be taken at home.
- Everyone must continue to maintain **social distancing** including in any facilities where groups of people congregate (e.g. clubhouses).
- Everyone should leave following the traffic-flow system the club or facility provider has put place.
- Anyone who becomes infected after training/matches should report this to the **NHS test and trace system**.

DISCLAIMER:

This guidance is for general information only and does not constitute legal advice, nor is it a replacement for such, nor does it replace any Government or PHE advice; nor does it provide any specific commentary or advice on health-related issues. Affected organisations should therefore ensure that they seek independent advice from medical practitioners, or healthcare providers, prior to implementing any re-opening plan, as required. Independent legal advice

should be sought, as required and depending on your, or relevant circumstances. While efforts have been taken to ensure the accuracy of this information at the time of publication, the reader is reminded to check the Government website to obtain the most up-to-date information regarding social distancing and any other Government measures.

THANK YOU! NOW LET'S GET OUR GREAT GAME GOING AGAIN – SAFELY.