

Risk assessment

Company name:
Basingstoke Town Community Football Club

Assessment carried out by:
Covid Officer

Date of next review:
30th September 2020

Date assessment was carried out:
10th August

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Spread of Covid 19 on matchday.	Volunteers & spectators Contract Covid 19 because of poor hygiene being followed.	<p><u>Provide good hygiene at matchday venue.</u></p> <ul style="list-style-type: none"> . Provide functioning wash facilities stocked with soap water and hand sanitisers. . Provide signage to remind people to wash their hands. . Provide paper towels or air hand dryers in the toilet facilities. 	<p>Agree roles and responsibilities with Winklebury/Winchester and Youth Centre team.</p> <p>Confirm these will be provided by facilities provider.</p> <p>Confirm these will be provided by facilities provider.</p>	<p>Covid Officer</p> <p>Covid Officer</p> <p>Covid Officer</p>	<p>1st home game</p> <p>1st home game</p> <p>1st home game</p>	

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<p>Spread of Covid 19 on matchday.</p>	<p>Volunteers, & spectators contract Covid 19 because the premises are not cleaned on a regular basis.</p>	<p>Minimise use of cash on a matchday and encourage pre match ticket purchases or match day purchases via debit/credit card.</p>	<p>Purchase additional card readers and establish process to allow pre match purchase of tickets.</p>	<p>Treasurer</p>	<p>31st August</p>	
		<p><u>Keep Facilities safe and clean.</u></p>	<p>Agree roles and responsibilities with Winklebury/Winchester and Youth Centre team.</p>	<p>Covid Officer</p>	<p>1st Home game,</p>	
		<p>Ensure premises are clean prior to matchday.</p>	<p>Assign task to individuals.</p>	<p>Covid Officer</p>	<p>1st Home game,</p>	
		<p>Regularly clean areas with high human contact during the matchday.</p>	<p>Purchase an additional 3 readers and also load Izettle AP onto phones and send payment links if a card reader is unavailable.</p>	<p>Covid Officer</p>	<p>1st Home game</p>	
		<p>Avoid sharing card readers.</p>	<p>Devise a means of collecting contact details for all spectators to the game.</p>	<p>Covid Officer</p>	<p>1st Home game,</p>	
		<p>Establish process to implement track and trace for all attendees on a matchday if there is a case of Covid 19 identified.</p>	<p>Liaise with facilities providers to ensure enough will be provided.</p>	<p>Covid Officer</p>	<p>1st Home game.</p>	
<p>Provide waste bins to avoid litter.</p>						

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Spread of Covid 19 on matchday.	Volunteers & spectators' contract Covid19 because of close proximity to an infected person.	<p><u>Maintain Social Distancing.</u></p> <p>Clear signs outside and within the ground.</p> <p>Establish a flow of fans in and out of the ground to avoid congestion.</p> <p>Arrange a pre match dry run to test processes.</p>	<p>Establish what signage Hampshire FA/Winchester will be supplying and provide our own where needed.</p> <p>Stewards & Tannoy announcer to remind people of the need to socially distance.</p> <p>Agree the flow and determine the signage required.</p> <p>Complete all the above tasks and then test and amend.</p>	<p>Covid Officer</p> <p>Stewards/Tannoy announcer at all games.</p> <p>Covid Officer</p> <p>Covid Officer and volunteers.</p>	<p>1st Home game.</p> <p>All home games.</p> <p>By 1st home game.</p> <p>By 1st home game.</p>	
Spread of Covid 19	Spectator or volunteer at the match could contract Covid19.	Maintain a track and trace list to identify people who potentially came into contact with the infected person.	Covid Covid Officer will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any	Covid Officer	If an incident occurs.	

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			actions or precautions that should be taken,			
Spread of Covid 19 at a training session	Anyone attending the training session.	<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.</p> <p>All players/coaches/volunteers to complete the self-screening before travelling to training which is then check by the coaches upon arrival.</p> <p>Had a high temperature (above 37.8oC);</p> <ul style="list-style-type: none"> • 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>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>	<p>Constantly remind participants to self check and stay away if there is any doubt.</p> <p>At registration, parents of JPL teams to agree to these checks.</p> <p>All 1st team players, academy players and ladies & girls to likewise agree to these checks.</p> <p>Ensure registers are kept.</p>	<p>Covid Officer</p> <p>Aaron Nicholson</p> <p>Dan Brownlee, Alice Weaving, Aaron Nicholson.</p> <p>Covid Officer</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	

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<p>Spreading Covid 19 at training sessions and JPL/Girls/Academy matchdays.</p>	<p>Other team members, coaches and parents/guardians.</p>	<p>Maintain social distancing. All coaches and players should travel in their own transport unless sharing a car with someone from their household.</p> <p>Participants to arrive shortly before the session starts and depart promptly when it finishes. Players and parents/carers should not congregate at the venue carpark and should maintain social distancing at all times. If the space allows for parents/guardians to observe training from a safe social distance, then consideration will need to be given on how to ensure they maintain the social-distancing and hygiene arrangements required.</p> <p>Adhere to venue's social distancing and sanitisation guidelines.</p> <p>Maintain standards of hygiene.</p> <p>Plan training session so participants avoid sharing equipment wherever possible. Ensure the equipment is effectively cleaned and sanitised between each user. All players and coaches shall use hand</p>	<p>Formalise these guidelines and make all participants aware of them.</p> <p>All coaches to follow the FA guidelines and sessions to be devised in consultation with Aaron Nicholson,</p>	<p>Covid Officer</p> <p>Aaron Nicholson</p>	<p>Ongoing</p> <p>Ongoing</p>	

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<p>Spread of Covid 19 whilst administering first aid to an injured player.</p>	<p>Players and Coaches</p>	<p>sanitiser before during and after the session. Bibs should not be shared and washed after each use. All participants should bring their own drinks and hand sanitiser for their own use/consumption only.</p> <p>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.</p> <p>If possible, maintain a 2m distance from the injured party and give them access to self-medicate or treatment. If a family member is near, have them attend to injury. Where not possible to maintain social distancing, for example if CPR is required carry out a personal risk</p>	<p>Communicate the guidelines to all coaches, players and parents.</p>	<p>Covid Officer/Aaron Nicholson & Dan Brownlie.</p>	<p>14th Aug 2020</p>	

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		<p>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.</p>				