



Buckland Athletic FC. Risk Assessment and Procedures during the Covid-19 Pandemic.

This document sets out, as far as reasonably practicable, the risks associated in using the football club premises. Our objectives are to ensure the safety of all members of club staff, players, supporters, parents, visitors and all other users of the club's facilities. We will continue to remove or reduce risk and have plans in place to mitigate any risks that remain. Our assessments will constantly remain under review and be adapted to comply with changing regulation and guidance.

Risk Assessment Carried out by Nigel Holmes, Covid-19 Officer, July 2020. Updated, October 06th 2020
BAFC Directors and Committee will also support the Covid-19 officer in carrying out his duties.

What are the hazards?	Who might be harmed and how?	Controls Required	Additional Controls	Action by Who	Action by When	Done
Spread of Covid-19	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p>Promoting Good Hygiene</p> <ul style="list-style-type: none"> • Provide additional hand sanitisers throughout the clubhouse. • Clearly direct people to where they can wash their hands. • Ensure that all handwashing stations are in good working order and provide soap, water, paper towels and hand sanitiser. • Provide hygiene standards promotional poster and signage throughout the clubhouse. • Use disposable paper towels in handwashing facilities. 	<ul style="list-style-type: none"> • Hourly check process (1 sanitiser, soap and paper towels and handwashing stations). • Daily stock check (1 sanitiser, soap and paper towels). • Daily check (promotion posters and signage). • Train all volunteers on new protocols and the importance of good hygiene. • Remove towels from toilets and disconnect hand driers. 	Committee	On going	

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Spread of Covid-19	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p>Keep Facilities and Equipment Clean</p> <ul style="list-style-type: none"> • Daily cleaning throughout the clubhouse. • Identify high-contact touch points for more regular cleaning (e.g. door handles, push plates, bar top). • Frequent cleaning of work areas and equipment between use. • Provide more waste facilities. • Remove any non-essential items that may be difficult to clean. • Follow Public Health England guidance if a COVID-19 case is reported at the facility 	<ul style="list-style-type: none"> • Weekly stock check (cleaning products). • Once weekly full cleanse and sanitise of toilet facilities, and a subsequent cleanse after each event. • Empty waste facilities regularly. • Train all volunteers on Public Health England guidance for reported COVID-19 cases • A responsible person to check the cleaning has taken place. 	Committee	On Going	
Spread of Covid-19	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p>Maintaining Social Distancing and Avoiding Congestion</p> <ul style="list-style-type: none"> • Provide signage so people can find their destination quickly. • Review how people walk through the clubhouse and adjust this to reduce congestion and contact between users. • Regulate the entry to the clubhouse to avoid overcrowding. • Apply social distancing markings to the clubhouse entrance / toilets / and the 	<ul style="list-style-type: none"> • One-way system created using the front door as the main entrance to the clubhouse and the side door as the exit only. Floor signs and posters help to promote and indicate the safe route. Sprayed arrows on outside pathways also denote the routes to follow. 			

		<p>queue to the kitchen serving hatch.</p> <ul style="list-style-type: none"> • One-way arrow markings to help foot traffic flow management. • Single-use doorways to avoid congestion i.e. one-way only entrances / exits. • Single / limited use of toilet facilities to avoid congestion in confined spaces • Segregate sections of grandstand to adhere to social distancing guidance or close off if this can't be achieved. • Spectator perimeter standing should be defined at recommended distanced points. 	<ul style="list-style-type: none"> • Paint spray lines will determine the safe way to queue at the outside kitchen serving window, maintaining social distance. A similar system will be used at the internal kitchen hatch using adhesive stickers and tape. • Manage the number of people using the toilets by decreasing the number of available toilets and wash basins. • Implement the distancing rules by reducing the stands capacity, use every other seat in every other row. This will be defined using warning tape or paint spray. • Spectator distancing around the ground will be defined using paint spray lines at safe distances. 			
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<p>Spread of Covid-19</p>	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p>Support NHS Track and Trace</p> <ul style="list-style-type: none"> • NHS QR Code • Collect name and contact email or phone number from everyone who enters or comes onto our property. For groups, only need to take one name and contact and record only the additional number of people in that group. 	<ul style="list-style-type: none"> • The NHS test and trace QR code is now available to scan via the NHS app, in the clubhouse and around the ground. You do need to download the NHS app to your mobile device. • For those who don't have the app, a file created to capture this detail. The data within will only be used for track and trace, kept for 21 days and destroyed thereafter. All data will be stored confidentially in accordance with GDPR regulations. This data is voluntarily given and people can reserve the right to refrain from giving us this information, it is their right. 	<p>Committee</p>	<p>On Going</p>	
<p>Spread of Covid-19</p>	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p>Cleaning of equipment for training and matches</p> <ul style="list-style-type: none"> • All equipment will be cleaned regularly and after each use. Users will be advised not to share bibs or kit and goal posts and corner poles will be sanitised before each use and at half time. • Footballs should be sanitised as often as possible or where practical to do so. 	<ul style="list-style-type: none"> • Players will need to bring their own drinking bottles and fill themselves. The club will not be providing drinking bottles to anyone. • Volunteers will take responsibility for sanitising the posts. • Hygienic wet wipes and sanitiser will be made available to help keep footballs clean. 	<p>Committee</p>	<p>On Going</p>	

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Spread of Covid-19	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p>Welfare</p> <ul style="list-style-type: none"> • 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 the club premises. 	<ul style="list-style-type: none"> • Changing rooms & showers present a greater risk and so should NOT be used for training. However, they can be used for Match days, but time in them should be restricted to a minimum and with the least number of people possible to reduce any risk. • Where possible, those competing should arrive changed and go home to shower. 	Committee	On Going	
Spread of Covid-19	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p>Travel</p> <ul style="list-style-type: none"> • We encourage players to travel independently of each other to training and matches. If this is difficult to achieve then player social bubbles will be formed. We advise those sharing a vehicle to use a face mask and to stick to the same social bubble each time they travel. 	<ul style="list-style-type: none"> • Additionally, we encourage hand washing and the continued use of hand sanitiser when travelling together. The vehicle should be kept clean inside and frequent touch points should be sanitised. Where feasible, 			

			windows should be opened to aid ventilation.			
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Spread of Covid-19	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p style="text-align: center;">First Aid</p> <ul style="list-style-type: none"> • If there is a first aider or other medical person present, they should be equipped with the appropriate PPE to be used in the event they should need to compromise social distancing guidelines to provide medical assistance. They should have updated themselves on any changes in first aid procedure that will be required because of the pandemic. 	<ul style="list-style-type: none"> • The club have qualified first aiders and only these nominated people will be able to provide first aid support at training and on match days. They are all aware of the need to where the appropriate PPE to protect themselves and those they attend too. 	Committee and First Aiders	On Going	

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Spread of Covid-19	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p style="text-align: center;">Covid-19 Officer</p> <ul style="list-style-type: none"> • Appoint a Covid-19 Officer and a team to support that person 	<ul style="list-style-type: none"> • The Covid-19 Officer will endeavour to conduct all duties expected of them but will also need to rely on a team of nominated advisors for support. These advisors will be board members. The Covid-19 Officer is responsible 	Committee and Covid-19 Officer	On Going	

			for managing the club's processes and procedures to maintain compliance to all guidance and regulations governing the return of football, which includes the use of all club facilities.			
Spread of Covid-19	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors 	<p>Dugouts and Technical areas</p> <p>Social distancing must be adhered to within the dugout/technical area.</p>	<ul style="list-style-type: none"> • Only 5 people permitted in the dugout/technical areas. 3 seated and 2 standing. Substitutes coaches and trainers/first aiders will sit in the Grandstand in a designated seating area only to be used by them. 	Committee	On Going	

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Spread of Covid-19	<ul style="list-style-type: none"> • Users • Volunteers • Workers • Cleaners • Pitch contractors • Visitors • Spectators 	<ul style="list-style-type: none"> • Spectators • Access to ground • Test and Trace 	<ul style="list-style-type: none"> • Entrance to the ground is via the main gates and in turn, only via the turnstiles. A contactless payment system can be used at the turnstile as well as cash. • Test and Trace will be in operation and spectators will be asked to give their name and contact number at the 	<p>Committee</p> <p>Committee</p>	<p>On Going</p> <p>On Going</p>	

		<ul style="list-style-type: none"> Stewards 	<p>turnstile. This information will be stored confidentially for 21 days and destroyed thereafter as per GDPR regulations.</p> <ul style="list-style-type: none"> BAFC stewards will be visible around the ground and its facilities to manage the match day experience. 			
Spread of Covid-19	<ul style="list-style-type: none"> Users Volunteers Workers Cleaners Pitch contractors Visitors 	<ul style="list-style-type: none"> Rule of 6 	<ul style="list-style-type: none"> The new rule of no more than 6 people in pods is being implemented both inside the clubhouse and outside around the ground. Larger groups will be dispersed 			