

## Covid-19

### Risk Assessment – Basingstoke Town Colts Waterend Facility

Risk Assessment Details	
	Location: Basingstoke Town Colts Football Club - Waterend
	Date of assessment: 12.06.2020
	Method of communication with staff: Email and phone
	Date communicated with staff: 14.06.2020
	Person undertaking assessment: Richard Henney and Stuart Wright
	Signature:

Hazard Identification and Control Measure			
Step 1: Identification of Hazards	Step 2: Who might be harmed and how?	Step 3: Existing Controls	Step 4: Further Action Required
List of Hazards	Who? Risk of exposure/spread of CV19	Actions already taken	New controls to put in place

Space/Environment			
Travelling to and from the football ground	Children Adults	<ul style="list-style-type: none"> <li>Currently the children get brought to training by the parents, some are left on their own with the coaches</li> </ul>	<ul style="list-style-type: none"> <li>Parents are to bring the children to the training sessions, at least one parent must always stay on site</li> <li>Parents advised to walk or cycle where possible</li> </ul>
Arrival and collection	Children Adults	<ul style="list-style-type: none"> <li>Children are dropped off and collected from the field</li> </ul>	<ul style="list-style-type: none"> <li>No close gatherings with other parents on the field or in the car park, 2 metre distance to remain always</li> <li>Teams should only use facilities at the time allocated to them by the club. If possible, start and finish times will be staggered to reduce traffic.</li> <li>Only one family group may use the stairs up to the fields at one time. Signs will be erected to remind visitors of this.</li> <li>Continue to use main carpark but if we can't maintain social distancing then the club will consider allocating new parking areas on the field.</li> </ul>

Facility Security Locks		<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>We will offer hygienic gloves to coaches that will be kept in the garage and they should use hand sanitiser before and after unlocking and locking up.</li> </ul>
Facility Toilets		<ul style="list-style-type: none"> <li>Toilets are opened and closed by coaches as necessary. They are currently cleaned once a week during playing season.</li> </ul>	<ul style="list-style-type: none"> <li>The toilets will remain closed until further notice.</li> <li>Visitors will be reminded that this facility will not be available by coaches.</li> </ul>
Facility Waste		<ul style="list-style-type: none"> <li>Weekly Rubbish collection</li> </ul>	<ul style="list-style-type: none"> <li>Request coaches ask parents to take their litter home with them to reduce contact with bins</li> <li>All coaches responsible for clearing litter at the end of each session. Litter picking equipment will be left in the garage along with hygienic gloves.</li> </ul>
Facility Supervision		<ul style="list-style-type: none"> <li>Coaches are able to use the facilities unsupervised. Only coaches and committee members have code access to the grounds.</li> <li>Occasionally members of the public use Waterend by jumping the gates. This isn't easy to control so we have been lenient with those who do.</li> </ul>	<ul style="list-style-type: none"> <li>The committee will provide regular oversight at scheduled training sessions to ensure all government guidance in relation to use of the facility is being adhered to. Extra supervision will be provided in the early days of opening to ensure everything is working well.</li> <li>The committee will provide support and encouragement to help everyone adhere to the government guidelines. Repeat offenders will be subject to the club's disciplinary process. This will include being asked to immediately stop all activity at the facility. The club is being asked to report repeat offenders to the police.</li> <li>Signs will be erected at entrances confirming that Waterend is not to be used by the general public.</li> </ul>
Promoting Good Hygiene		<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Visitors to Waterend will be asked to bring hand sanitiser to use before and after visiting the facility. Coaches to inform parents.</li> <li>Where possible the club will provide hand sanitiser to those who don't have it. This will be kept for easy access in the garage.</li> <li>We will erect signs at the entrances reminding visitors of social distancing and hygiene requirements.</li> </ul>

Maintaining Social Distancing		<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>We will erect signs at the entrances reminding visitors of social distancing and hygiene requirements.</li> <li>Only one family group may use the stairs up to the fields at one time. Signs will be erected to remind visitors of this.</li> <li>Coaches are expected to communicate to parents with the new rules.</li> </ul>
Frequent hand washing	<b>Children</b> <b>Adults</b>	<ul style="list-style-type: none"> <li>Hands are washed once the toilets have been used</li> </ul>	<ul style="list-style-type: none"> <li>Children's hands must be washed before coming to training</li> <li>All children and coaches are to use the hand sanitizer which will be provided throughout the training session</li> <li>Catch it, bin it, kill it guidance is strictly followed</li> <li>There will be no toilet facilities in operation while the children train so please make sure your child goes to the toilet before attending</li> </ul>
Colts Cafe	<b>Children</b> <b>Adults</b>	<ul style="list-style-type: none"> <li>Volunteers run the Café and visitors to Water End buy refreshments. Players occasionally enter the Café to socialise.</li> </ul>	<ul style="list-style-type: none"> <li>One volunteer will run the Café each week</li> <li>Players will not be permitted to enter the Café</li> <li>Queuing and serving will adhere to the 2-metre distance and all other guidelines in place.</li> <li>Contactless payment only, no cash will be taken</li> </ul>
Water End	<b>Children</b> <b>Adults</b>	<ul style="list-style-type: none"> <li>The Coaches find an available space at the ground and setup for the session</li> </ul>	<ul style="list-style-type: none"> <li>Water End will be separated into three zones. Each team will be assigned one of these zones and only three teams (multiple groups of 6) will be training at any one time.</li> </ul>

Equipment			
All football equipment which is used for the training sessions	<b>Adults</b> Cross contamination.	<ul style="list-style-type: none"> <li>Most of the equipment for the sessions is kept on site in a locked cupboard</li> <li>Bibs are currently used when having matches during training</li> </ul>	<ul style="list-style-type: none"> <li>All coaching equipment that is used will be cleaned after each training sessions</li> <li>Only the coach will touch the equipment their group of six is using for training</li> </ul>
Cleaning	<b>Adults</b>	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>The club will attempt to provide cleaning materials that the coaches can use to clean the club's equipment such as goals. If no cleaning equipment is available, then no club equipment should be used.</li> </ul>

People			
Coaches and children	<b>Children</b> Cuts, abrasions, bruises, fractures, bumps to head	<ul style="list-style-type: none"> <li>A paediatric first aider is present</li> </ul>	<ul style="list-style-type: none"> <li>Parents are to stay with their children during the training session in case first aid is needed</li> <li>Parents are to administer first aid on their own child if it is needed</li> <li>The coaches will only be administering first aid if it is an emergency, such as life threatening and only if the coach has adequate PPE.</li> </ul>
Extremely clinically vulnerable and shielding	<b>Children/adults</b> High risk of catching CV19 and having complications from this	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>If the 2-metre distance cannot be guaranteed by the parents, then the child should not attend the setting.</li> <li>People with symptoms of Covid-19 should not attend Waterend.</li> </ul>