

COVID 19 RISK ASSESSMENT

MARSTONS SPORTS AND SOCIAL CLUB

ASSESSMENT CARRIED OUT BY:

CHRIS PAGE

DATE OF ASSESSMENT

25TH MARCH 2021

REVIEWED

OVERVIEW		ACTION TAKEN
THE CLUB MUST PRODUCE AN UPDATED COVID 19 RISK ASSESSMENT REFLECTING CURRENT GOVERNMENT REGULATIONS. KEY DATES ARE AS FOLLOWS: FROM 29TH MARCH 2021 ORGANISED OUTDOOR FOOTBALL CAN TAKE PLACE. THE CLUB WILL MAKE ITS PITCHES AVAILABLE FROM THIS DATE. THE CLUB WILL HOWEVER REMAIN CLOSED. TOILETS INSIDE THE CLUB WILL BE OPEN 30 MINUTES BEFORE AND 30 MINUTES AFTER TRAINING AND/OR MATCHES. CHANGING ROOMS WILL REMAIN LOCKED. THE CLUB WILL OPEN TO THE PUBLIC ON 16TH APRIL 2021. CUSTOMERS MUST ORDER, EAT AND DRINK WHILE SEATED OUTSIDE. TABLE SERVICE ONLY. THE PUBLIC WILL NOT BE ALLOWED TO DRINK OR CONSUME FOOD INSIDE THE CLUB UNTIL 17TH MAY 2021 AT THE EARLIEST SOCIAL DISTANCING MUST BE OBSERVED AT ALL TIMES. OTHER DETAILS REGARDING OPERATING PROCEDURES AT EACH STAGE OF RE-OPENING WILL BE PUBLISHED NEARER THE DATE.		A RISK ASSESSMENT HAS BEEN COMPLETED BY CHRIS PAGE. A COPY OF THIS HAS BEEN POSTED ON THE CLUB NOTICEBOARD IN THE FOYER OPPOSITE THE TOILETS AND ON THE CLUB WEBSITE. A COPY HAS ALSO BEEN FORWARDED TO EACH EMPLOYEE. POSTERS ARE DISPLAYED THROUGHOUT THE CLUB FACILITIES REMINDING CUSTOMERS AND STAFF OF THE NEED TO SOCIAL DISTANCE AND SANITISE. DIRECTIONAL SIGNS ARE ALSO IN PLACE WHERE DEEMED NECESSARY. A COPY OF THE RISK ASSESSMENT HAS BEEN REQUESTED AND FORWARDED TO A REPRESENTATIVE OF THE BJFL AND TO THE OTHER FOOTBALL CLUBS CONCERNED. THE CLUB WILL ENSURE THAT THESE GUIDELINES ARE MET IN RELATION TO THE USE OF IT'S FACILITIES BUT WILL NOT ACCEPT ANY RESPONSIBILITY FOR HOW FOOTBALL CLUBS CHOSE TO ACT IN OTHER AREAS. THE FOOTBALLING BODIES MAY ADVISE THE CLUB OF ANY ADDITIONAL REQUIREMENTS THEY WOULD LIKE TO SEE PUT IN PLACE. THESE WILL BE CONSIDERED BY THE CLUB AND WHERE POSSIBLE CHANGES MADE.
WHAT ARE THE HAZARDS	RECOMMENDED	ACTION TAKEN
GETTING OR SPREADING THE VIRUS BY NOT SOCIAL DISTANCING	AGREE CONTROLS TO BE PUT IN PLACE. LIMIT THE NUMBER OF PEOPLE IN ROOMS. SPACE OUT TABLES SO THAT SOCIAL DISTANCING RULES CAN BE MET. WHERE POSSIBLE PUT IN PLACE PHYSICAL IMPERVIOUS BARRIERS EG PERSPEX. PUT IN PLACE ONE WAY SYSTEMS TO MANAGE THE FLOW OF PEOPLE MOVING AROUND. USE FLOOR MARKINGS REMINDING PEOPLE OF THE NEED TO SOCIAL DISTANCE. DISPLAY POSTERS.	SIGNS AND POSTERS ARE DISPLAYED THROUGHOUT THE BUILDING REMINDING PEOPLE TO SOCIALLY DISTANCE (2M). A ONE WAY SYSTEM WILL BE APPLIED THROUGHTOUT THE CLUB WHEREVER POSSIBLE. DIRECTIONAL SIGNS ARE DISPLAYED ADVISING OF THE CORRECT ROUTE TO BE TAKEN. CHILDREN MUST BE ACCOMPANIED BY AN ADULT AND MUST REMAIN SEATED INSIDE THE CLUB. PARENTS REFUSING TO COMPLY WITH THIS WILL BE ASKED TO LEAVE.
GETTING OR SPREADING THE VIRUS BY NOT WASHING HANDS OR NOT WASHING THEM ADEQUATELY	PROVIDE WATER, SOAP AND DRYING FACILITIES AT WASH STATIONS. PROVIDE INFORMATION ON HOW TO WASH YOUR HANDS PROPERLY AND DISPLAY POSTERS. PROVIDE HAND SANITISERS FOR THE OCCASIONS WHEN PEOPLE CANNOT WASH THEIR HANDS	WASH STATIONS WITH HAND SANITISERS HAVE BEEN SET UP AT THE FOLLOWING SITES: THE FOYER OF THE MAIN ENTRANCE THE LOUNGE THE FIRE EXIT TO THE MAIN HALL BEHIND THE BAR FOR STAFF USE ONLY INSTRUCTIONS ABOUT WASHING HANDS HAVE BEEN POSTED IN THE TOILETS.
GETTING OR SPREADING THE VIRUS IN INDOOR FACILITIES	SET UP PROCEDURES SUITABLE FOR EACH ROOM LIKELY TO BE USED. KEEP CUSTOMERS AND STAFF INFORMED OF WHAT IS EXPECTED OF THEM. ANY SYSTEM IMPOSED MUST REFLECT CURRENT GOVERNMENT GUIDELINES NAMELY: WASH SPACE FACE ADOPT A ONE WAY SYSTEM WHERE POSSIBLE.	INDOOR FACILITIES CANNOT OPEN UNTIL THE 17TH MAY 2021 AT THE EARLIEST. A DETAILED OPERATING SYSTEM IS TO BE AGREED ONCE DETAILS HAVE BEEN RELEASED BY THE GOVERNMENT AND THE RISK ASSESSMENT UPDATED ACCORDINGLY.. ENSURE DIRECTIONAL SIGNS, INSTRUCTIONS, POSTERS AND INFORMATION NOTICES ARE NOTICEBOARDS IN THE FOYER AND THE LOUNGE. ENSURE ALL NECESSARY DOCUMENTATION IS OBTAINED AND STORED FOR A PERIOD OF 21 DAYS (CONTRACT TRACING ETC).
GETTING OR SPREADING THE VIRUS IN HIGH TRAFFIC AREAS SUCH AS CORRIDORS, BARS, TOILETS, ENTRY/EXIT POINTS AND OTHER COMMUNAL AREAS	IDENTIFY AREAS WHERE PEOPLE WILL CONGREGATE PARTICULARLY WHERE THERE ARE PINCH POINTS MEANING PEOPLE CANNOT MEET THE SOCIAL DISTANCING RULES.	THE TOILETS WILL OPERATE A ONE IN/ONE OUT SYSTEM. THE DISABLED TOILET MAY BE USED TO PREVENT THE BUILD UP OF QUEUES. USERS ARE ASKED TO USE THE VACANT/ENGAGED SIGNS WHICH HAVE BEEN ATTACHED TO EACH TOILET DOOR. SOCIAL DISTANCING MUST BE OBSERVED AT ALL TIMES. UNDER NO CIRCUMSTANCES SHOULD PEOPLE CONGREGATE IN THE TOILET AREA.

GETTING OR SPREADING THE VIRUS BY HOLDING ENTERTAINMENT NIGHTS AND PRIVATE FUNCTIONS	INCREASED FOOTFALL WILL INCREASE RISK.	WE WILL NOT HOST ENTERTAINMENT, LOUD MUSIC OR BINGO UNTIL WE ARE ADVISED IT IS SAFE TO DO SO. TVS ARE ALLOWED BUT SHOULD BE RESERVED FOR SPORTING AND NEWS EVENTS ONLY. NOT SOAPS OR OTHER TRIVIA. VOLUME MUST BE KEPT AT A LOW LEVEL SO THAT PEOPLE DO NOT HAVE TO SHOUT THUS INCREASING THE POTENTIAL SPREAD OF THE VIRUS.
GETTING OR SPREADING THE VIRUS THROUGH THE LETTING OF PITCHES FOR FOOTBALL MATCHES	THE GOVERNMENT ANNOUNCED THAT AS FROM 29TH MARCH TEAM SPORTS CAN BE PLAYED IF THIS IS FORMALLY ORGANISED BY A SPORTS CLUB OR A SPORTS GOVERNING BODY. IT IS THE RESPONSIBILITY OF THE GOVERNING BODY TO PUBLISH GUIDANCE ON HOW TO DO SO SAFELY. IT IS NOT THE RESPONSIBILITY OF THIS CLUB TO INFORM PEOPLE OR ENFORCE THIS GUIDANCE.	RELEVANT GOVERNING BODIES TO INFORM THE CLUB OF THE DATES THAT THE FOOTBALL SEASON WILL START. THE CLUB GROUNDSMAN WILL THEN ENSURE THAT PITCHES ARE READY FOR USE FOR EACH GAME. CLUBS USING THE FACILITIES ARE REMINDED THAT IT IS THEIR DUTY TO ENSURE THE GROUNDS ARE LEFT IN A TIDY CONDITION. ALL RUBBISH SHOULD BE PLACED IN THE BINS PROVIDED AND NOT LEFT ON THE PLAYING AREAS. HAND SANITISERS ARE IN PLACE INSIDE THE MAIN ENTRANCE NEXT TO THE TOILETS, AND THE DOOR LEADING TO/FROM THE VERANDA. THESE ARE EASILY ACCESSIBLE FROM THE PITCH AREAS SIMPLY BY FOLLOWING THE SIGNS. IT IS HOWEVER RECOMMENDED THAT CLUBS ALSO HAVE THEIR OWN SANITISERS, SOAP AND AND WATER ETC CLOSER TO HAND. TOILETS CAN BE ACCESSED VIA THE MAIN ENTRANCE DOOR WHICH MUST BE LEFT OPEN IN ORDER TO PROVIDE VENTILATION TO A COMMUNAL AREA AND TO AVOID THE UNNECESSARY TOUCHING OF DOOR HANDLES. UNFORTUNATELY GOVERNMENT LEGISLATION MEANS THAT THE CHANGING ROOMS WILL REMAIN LOCKED UNTIL 12TH APRIL 2021. ONCE OPEN STRICT COVID 19 PROTOCOLS MUST BE OBSERVED.
GETTING OR SPREADING THE VIRUS THROUGH WORKING OR TRAVELLING TOGETHER	IDENTIFY GROUPS WHO LIVE OR TRAVEL TOGETHER.	NO SPECTATORS ARE CURRENTLY ALLOWED AT GRASSROOTS FOOTBALL UNLESS FOR SAFEGUARDING PURPOSES. THIS SHOULD BE LIMITED TO ONE PARENT OR CARER PER CHILD. EACH FOOTBALL CLUB MUST TAKE FULL RESPONSIBILITY FOR ENFORCING THESE RESTRICTIONS AND ENSURING PARENTS FULLY COMPLY. CLUBS WILL BE NOTIFIED OF ANY KNOWN BREACHES AND IMMEDIATE CORRECTIVE ACTION REQUESTED. FAILURE TO DO SO MAY RESULT IN THE USE OF THE FACILITY BEING WITHDRAWN. FROM 12TH APRIL 2021 SOCIALLY DISTANCED SPECTATORS WILL BE PERMITTED IN ACCORDANCE WITH GOVERNMENT GUIDELINES (RULE OF 6 OR 2 HOUSEHOLDS)..
GETTING OR SPREADING THE VIRUS THROUGH PROVIDING CATERING	THE CLUB DOES NOT OFFER A DAILY CATERING SERVICE. AN INDEPENDENT CATERER DOES HOWEVER USE CLUB FACILITIES TO PROVIDE REFRESHMENTS ON SATURDAY MORNING BJFL MATCHES. IT IS OUR INTENTION TO EXTEND THIS SERVICE TO INCLUDE THE PROVISION OF HOT FOOD AFTER SATURDAY AFTERNOON MATCHES.	HOT DRINKS AND FOOD WILL NOT BE AVAILABLE AT THIS CLUB UNTIL THE CLUB IS ALLOWED TO OPEN ITS INDOOR FACILITIES. THIS IS UNLIKELY TO BE BEFORE THE 17TH MAY 2021.
GETTING OR SPREADING THE VIRUS IN OUTSIDE AREAS INCLUDING FURNITURE AND PLAY EQUIPMENT	IDENTIFY SURFACES THAT ARE FREQUENTLY TOUCHED OR WHERE PEOPLE ARE LIKELY TO CONGREGATE.	THE GOVERNMENT HAS ANNOUNCED THAT FROM 12TH APRIL 2021 LIMITED GATHERINGS ARE PERMITTED OUTSIDE PROVIDING THAT THE SOCIAL DISTANCING RULES ARE STRICTLY ADHERED TO (CURRENTLY THE RULE OF 6 OR 2 HOUSEHOLDS). THE CLUB WILL THEREFORE RE-OPEN FOR OUTSIDE TRADE ON FRIDAY 16TH APRIL 2021. OPENING DAYS AND TIMES WILL BE: FRIDAYS 4 - 7 PM SATURDAYS 12 - 7 PM SUNDAYS 12 - 7 PM CUSTOMERS MUST ORDER, EAT AND DRINK WHILE OUTSIDE. A TABLE SERVICE WILL BE IN OPERATION UNTIL THE CURRENT RULES CHANGE. WE HAVE AN EXTENSIVE OUTDOOR AREA INCLUDING THE PATIO AND PICNIC TABLES. CUSTOMERS ARE ADVISED THAT THERE WILL BE NO DEEP CLEANING OF OUTDOOR FURNITURE. CUSTOMERS ARE WELCOME TO BRING THEIR OWN CHAIRS AND PICNIC BLANKETS IF THEY PREFER. ONLY DRINKS PURCHASED FROM THE CLUB CAN BE CONSUMED ON THE PREMISES. FOOD MAY BE CONSUMED BUT CUSTOMERS ARE ASKED TO REMOVE ALL RUBBISH WHEN THEY LEAVE. SIGNS WILL BE DISPLAYED ON THE PLAY AREA STATING THAT NO CLEANING HAS BEEN CARRIED OUT ON THESE SURFACES AND AS SUCH PARENTS ACCEPT FULL RESPONSIBILITY FOR ALLOWING THEIR CHILDREN TO PLAY THERE.

GETTING OR SPREADING THE VIRUS BY NOT UNDERTAKING DEEP AND PERIODIC CLEANING	DEEP CLEANING IS A THOROUGH CLEAN OF ALL FREQUENTLY TOUCHED SERVICES AT LEAST ONCE DAY. MAINTAIN A RECORD OF WHEN THIS WAS DONE AND BY WHOM. PERIODIC CLEANING IS CLEANING AT DIFFERENT TIMES THROUGHOUT THE DAY USUALLY IMMEDIATELY AFTER USE. CUSTOMERS AND STAFF SHOULD BE MADE AWARE OF WHOSE RESPONSIBILITY THIS IS.	DAILY DEEP CLEANING OF THE CLUB FACILITIES IS RECORDED ON WEEKLY TIMESHEETS. THE TIME THE CLEANING IS DONE IS LEFT TO THE DISCRETION OF THE CLEANER. PERIODIC CLEANING OF TABLES WILL NOT BE COMMENCED UNTIL EVERY GROUP MEMBER HAS LEFT. AFTER THE TABLE HAS BEEN VACATED NO OTHER PARTY WILL BE ALLOWED TO SIT AT THE TABLE UNTIL THE TABLE HAS BEEN CLEANED BY ON DUTY STAFF USING THE NECESSARY CLEANING MATERIALS AND EQUIPMENT.
POOR WORKPLACE VENTILATION LEADING TO RISKS OF CORONAVIRUS SPREADING	IDENTIFY COMMUNAL AREAS WHERE AIR MOVEMENT MAY BE LESS THAN IN OTHER AREAS IE NO DOORS OR WINDOWS. LEAVE NON FIRE DOORS OPEN NOT ONLY TO IMPROVE VENTILATION BUT ALSO TO REDUCE THE AMOUNT OF CONTACT WITH DOOR HANDLES ETC. PROVIDE MECHANICAL VENTILATION IF REQUIRED EG DESK FANS, AIR CONDITIONING ETC	EVERY EFFORT WILL BE MADE TO KEEP ALL DOORS OPEN. ON OCCASIONS WHERE THIS IS NOT FEASIBLE DUE TO BAD WEATHER AIR CONDITIONING WILL BE SWITCHED ON.
PROTECTION OF PHYSICAL AND MENTAL HEALTH OF STAFF DURING OUTBREAK. INCLUDES PERSONAL PROTECTIVE EQUIPMENT ETC	HAVE REGULAR KEEP IN TOUCH MEETINGS. INVOLVE WORKERS IN COMPLETING RISK ASSESSMENTS. KEEP WORKERS UPDATED ON WHAT IS HAPPENING. ASK STAFF WHAT PPE THEY WOULD PREFER TO USE AND ENSURE THIS IS IN REGULAR SUPPLY.	PERSONAL PROTECTIVE EQUIPMENT HAS BEEN PROVIDED TOGETHER WITH PERSPEX SCREENS ON ALL ORDERING AND COLLECTION POINTS. STAFF HAVE BEEN INFORMED THAT THEY MUST REMAIN BEHIND THESE AT ALL TIMES WHEN FACE TO FACE WITH CUSTOMERS. CONTACT DETAILS OF EVERY MEMBER OF STAFF ARE HELD BY THE CLUB SECRETARY AND VISA VERSA. ANY ISSUES SHOULD BE REPORTED TO THE SECRETARY. ROTAS HAVE BEEN DRAWN UP ENSURING EVERY MEMBER OF STAFF WORKS ON A REGULAR BASIS. REDUCED HOURS ARE BEING COVERED BY THE FURLOUGH SCHEME TO REDUCE THE FINANCIAL IMPACT OF REDUCED HOURS.
INCREASED RISK OF INFECTION AND COMPLICATIONS FOR VULNERABLE WORKERS	IDENTIFY WHO IN THE WORKFORCE FALL INTO ONE OF THE FOLLOWING CATEGORIES CLINICALLY EXTREMELY VULNERABLE PEOPLE PEOPLE SELF ISOLATING PEOPLE WITH SYMPTOMS IDENTIFY HOW AND WHERE SOMEONE IN ONE OF THESE CATEGORIES WILL WORK IN LINE WITH CURRENT GOVERNMENT GUIDANCE.	STAFF HAVE BEEN ADVISED THAT SHOULD THEY HAVE SYMPTOMS THEY SHOULD REFRAIN FROM WORK AND SEEK A TEST. SELF ISOLATE IF NECESSARY. NO MEMBERS OF STAFF HAVE BEEN IDENTIFIED AS ON THE VULNERABLE LIST. THIS MAY NEED TO BE REVIEWED SHOULD GOVERNMENT GUIDELINES CHANGE.