



## ROYSTON TOWN FOOTBALL CLUB



### COVID-19 Risk Assessment Re-starting outdoor competitive grassroots football

#### Premises Particulars

<u>Premises Name:</u> <i>Royston Town Football Club</i>	<u>Use of Premises:</u> <i>Football Facility with Licensed Bar and Changing Rooms</i>
<u>Address:</u> <i>Garden Walk, Royston, Hertfordshire, SG8 7HP</i>	
<u>Tel No:</u> <i>+ 44 (01763) 241204</i>	<u>Responsible Person(s):</u> <i>Lauren Chappell (07977519965)</i>
<u>Date of Assessment:</u> <i>19/7/21</i>	<u>Date of Review:</u> <i>Next Review 10/08/21</i>
<u>COVID-19 Risk Assessment Conducted By:</u> <i>Lauren Chappell</i>	

#### Executive Report

**As of 19<sup>th</sup> July 2021 the government have entered the road map at stage 4 which means restrictions are eased however we need to ensure we are protecting our staff ,players, supporters and anyone who is entering the football club during our pre season games**

**Here are the key points,**

- On-field adaptations for playing football are no longer required.
- No limits of how many people can meet.
- One-metre-plus rule is removed.
- Close contact remains the same; however the rules on self-isolation will be changing from the 16th August for those fully vaccinated.
- Face coverings no longer required by law, but recommended in crowded indoor settings and may be mandated by some organisations.
- Changing rooms can be used, however clubs should manage this to minimise use where possible to avoid participants being in a crowded area for a prolonged time thus triggering a close contact.
- No capacity limits for spectators, but good practice encouraged.
- Hospitality is permitted without restrictions.
- Use of Test and Trace and QR codes are no longer mandated, but clubs can continue to do this, if they wish.

**Covid-19 is still around and we are all having to learn to live with the virus, all we ask is for EVERYONE to be responsible and adhere to any rules that we may have in place still to protect ourselves and you!**



## ROYSTON TOWN FOOTBALL CLUB



**COVID-19 Symptoms** The most common symptoms of corona virus (COVID-19) are recent onset of:

- High Temperature – this means you feel hot to touch on your chest or back
- New, continuous cough – this means coughing a lot for more than an hour, or 3 of more coughing episodes in 24 hours
- Has shortness of breath or a sore throat.
- Loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Should anyone directly or indirectly involved in the football displays any or more than one of the above symptoms they should not attend football training, pre-season friendless or competitive matches and must self-isolate and follow the guidance as set out within GOV.UK / Public Health England. Should anyone such as manager, coach or player feel that have developed symptoms or feel unwell during any football session they should immediately inform the senior representative (i.e Manager / Coach), leave immediately and go home. Once home follow the guidance as set out within GOV.UK / Public Health England.

### **How is the Virus Spread**

People can catch COVID-19 from others who have the virus. The disease spreads primarily from person to person through small droplets from the nose or mouth, which are expelled when a person with COVID-19 coughs, sneezes, or speaks. These droplets are relatively heavy, do not travel far and quickly sink to the ground. People can catch COVID-19 if they breathe in these droplets from a person infected with the virus. This is why it is important to stay at least 2 metres away from others or 1 metre plus with mitigation. These droplets can land on objects and surfaces around the person such as footballs, training Bibs, cones, goal posts and poles. People can become infected by touching these objects or surfaces, then touching their eyes, nose or mouth. This is why it is important to wash your hands regularly with soap and water or clean with alcohol-based hand rub.

### **How to avoid catching and spreading the virus whilst football training**

- All competitive football sessions will be conducted in groups of no more than thirty (30) players and coaching staff.
- The use and sharing of equipment during competitive sessions should be kept to a minimum. All football equipment pre/post training or matches will be disinfected by the coaching team.
- The coaching team will ensure all players clean their hands regularly as good hygiene practice. This can be undertaken using anti-bacterial hand wipes and / or hand gel Social Distancing During Competitive Sessions (Training and / or Matches) In line with the latest FA and Government advice, full contact football can commence providing the following mitigations are adhered too;
- In all instances before and after any competitive session, whether that's training or matches and during any breaks the coaching staff must ensure social distancing is re-enforced to two metres or one metre plus. This can include; avoiding direct face to face contact, wearing a face mask or covering.
- Pre-match handshakes will be banned
- Team talk huddles (pre, post and during half time) will take place adhering to social distancing
- Warm-ups / cool down activity will take place adhering to social distancing
- The coaching team will brief and remind the players that during competitive sessions to avoid unnecessary close contact during set-plays (i.e free kicks,



## ROYSTON TOWN FOOTBALL CLUB



corners and penalties) as well as continuing to monitor and limit persistent close proximity of other players during the game.

- Unnecessary or persistent shouting will be discouraged in addition spitting will be strictly forbidden
- All Interactions with match officials shall adhere to social distancing

### Close contact

**If a player tests positive on a team there is not a need for the other players to self-isolate (or a game to be postponed), unless they were in close contact, have been contacted by Test and Trace, they have developed symptoms or tested positive themselves. Therefore, players and clubs should consider how they can reduce the likelihood of close contact occurring. Training and matches themselves are NOT classed as close contact, as long as between breaks in activity distancing is followed.**

**It is important to note that players must continue to self assess and if they are experiencing any symptoms and awaiting a test result, they must stay at home.**

### NHS Test and Trace

**From 19/07/21 track and trace won't be a legal requirement but as a club we will be encouraging our staff and supporters to check in using the app where possible.**

From the 24<sup>th</sup> September we will be using the NHS track and trace system using the QR code with the NHS Covid App. We will continue to use the manual forms where needed. The QR code will be at the entrance of the ground for all staff/players and spectators to use. We will be encouraging everyone to be downloading the app to ensure the process is quicker for entrance.

Will be required under the FA Guidance to follow and operate to the NHS Test and Trace protocols. GDPR (General Data Protection Regulations) allows RTFC to request contact information from players, coaching staff or visitors and share it with NHS Test and Trace to help minimise the transmission of Covid-19 and support public health and safety. All managers / coaches will maintain a paper-based register of the players who have attended each competitive session (training and / or matches). Should there be a requirement to provide contact information to NHS Test and Trace, such information will be taken from the players registration form, visitors will be required to provide a name and contact number and will be held for 21 days as per guidelines

### Supporters:

**From 19/07/21 there is no limitation on supporters entering the ground, with this in mind we will be asking everyone to respect those who still wish to social distance and wear face masks. Our social distanced markings will still be around the ground and encouraged to be used**

This risk assessment will remain a live document during the COVID-19 pandemic and will be continually monitored and reviewed in line with Government advice. This document shall be shared with the players and staff members. If anyone is concerned or unsure they should not feel pressured to attend any training session or matches.



## ROYSTON TOWN FOOTBALL CLUB



In accordance with the FA Guidelines, Lauren Chappell has volunteered to take on the position of Covid-19 officer for ROYSTON TOWN FC  
This position will require the ongoing support and assistance of all RTFC Committee Members, Football Team Managers & Coaches to comply

WHAT ARE THE HAZARDS?	WHO MIGHT BE HARMED	CONTROLS REQUIRED	ADDITIONAL CONTROLS	ACTION BY WHOM?	ACTION BY WHEN	DATE COMPLETE
Spread of Covid-19	Staff, public, volunteers  Anybody entering the premises	<b>Clubhouse :</b> <b>New clubhouse rules:</b> <ul style="list-style-type: none"> <li>• Before, during and after the game there will be no standing inside the clubhouse</li> <li>• You can order drinks from the bar and take them outside or sit inside</li> <li>• No persons to be stood at the bar unless ordering drinks</li> <li>• One way system will be in place do avoid crowding inside</li> <li>• At the end of the game there will be limited seating inside (space will be provided for players hospitality)</li> </ul> <b>Track and Trace :</b> following government guidelines anybody entering our premises will be required to give us their name and contact number All information is required to be kept for 21 days and GDPR will be adhered too	<b>Track and trace is no longer a legal requirement but we will be asking customers to check in when they enter</b>  Hourly checks on toilet facilities ☐ Team training on replenishment of stock ☐ Regular stock checks Training staff of cleaning guidelines ☐ Emptying waste more regularly ☐ Monitoring cleaning of the bar areas ☐ Face coverings will be provided for staff but not for customers		On-going	Open



## ROYSTON TOWN FOOTBALL CLUB



		<ul style="list-style-type: none"><li>• These details will be collated at the entrance gate of any football match and will be collated at the bar on any other function/event</li></ul> <p><b>Good hygiene :</b></p> <ul style="list-style-type: none"><li>• Providing wash facilities for staff/public</li><li>• Hand sanitizers stations in high risk areas</li><li>• Display posters and provide information on washing hands</li><li>• Use disposal towels /hand dryers in toilets</li></ul> <p><b>Keeping the club/bar area clean:</b></p> <ul style="list-style-type: none"><li>• Daily cleaning throughout the club/bar</li><li>• Frequent cleaning of bar, door handles, all surfaces , tills and card machines</li><li>• Providing more waste bins</li></ul> <p><b>Maintaining social distancing and congestion</b></p> <ul style="list-style-type: none"><li>• signage through the ground and clubhouse to show one way systems in place</li><li>• Using single doors for entrance for toilets and clubhouse and exit where possible</li><li>• No congestion to be in the</li></ul>				
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## ROYSTON TOWN FOOTBALL CLUB



		<p>clubhouse –separate entrance and exits will be used for one way system. Limited seating to reduce over crowding</p> <ul style="list-style-type: none"><li>• face covering to be worn if you feel the need too</li></ul> <p><b>Behind bar area:</b></p> <ul style="list-style-type: none"><li>• Following cleaning schedule set out by management</li><li>• Ppe will be provided for staff working around the grounds</li><li>• Staff to arrive on staggered times to ensure no congestion in staff area</li><li>• Belonging to be kept away from stock/bar area</li><li>• Looking at staff duties on shift to minimise staff movement around the club and ground</li><li>• Perspex screens to be used on the bar to control spread of covid</li></ul> <p>Deliveries to arrive outside opening hours to minimise contact with visitors if unable to do so following social distance guidelines and provide hand sanitizer to drivers if required</p> <p>Hospitality will be in place once the season starts in August</p>				
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## ROYSTON TOWN FOOTBALL CLUB



		<b><u>Supporters attendance</u></b> There is no limit to the amount of supporters, We will still process tickets online through our ticketing website and pay on the gate also FOR PRE SEASON FRIENDLIES THIS WILL BE PAY ON GATE ONLY  Face coverings will be encouraged as personal choice as before Social distancing is no longer a legal requirement but will be encouraged with the use of our markings around the game				
Spread of covid 19	Players Management Staff Visitors	<b><u>Ground/on pitch</u></b>  <b>It will be peoples responsibility not to enter the ground if they have any symptoms of covid</b>  <b><u>Parking:</u></b> Parking will be allocated on arrival and priority will be given to the away team for parking on the ground Staggered arrival times to be arranged	Track and trace will be used for players using the team sheets for each game The app will still be encouraged to be used for all other staff  Advice will be given to away teams prior to any matches  Players to consider how they travel avoiding car share if	Covid officer to ensure a designated volunteer is appointed this job on each match day	On going	Open



## ROYSTON TOWN FOOTBALL CLUB



		for home team and management to avoid congestion in the ground  Match officials will have parking available within the ground	possible			
Spread of covid 19	Players and management supporters  <b>Home games</b>	Although all adaptations have been removed from the guidelines we ask EVERYONE to be considerate to others and ensure we are protecting everyone from the spread of COVID-19 <ul style="list-style-type: none"><li>Home team Players temperatures will be checked upon their arrival</li><li><b>AWAY team players will be responsible for their own teams well being</b></li><li>All facilities are required to demonstrate they are COVID-19 secure &amp; compliant.</li><li>Substitution/technical areas will be provided and extra provisions will be allocated around the pitch</li><li>Media Tower- only 1 person to be on the media tower which will be a home representative only</li></ul>	The lateral flow tests will be available if staff or players require them  Changing rooms will be opened and in use but recommended that both teams limit use as much as possible to reduce close contact for long periods of time	Mgr/coach physio	To be monitored	Open





## ROYSTON TOWN FOOTBALL CLUB



Exposure to covid 19 disease	Players/management Supporters <b>Away matches</b>	Management/ club secretary will request a copy of the clubs RA 24 hours prior to the match	This will be communicated to the team as soon as received	Manager /club fixture secretary	Each away game	Will be monitored
Exposure to Corona virus disease	Travel arrangements	<ul style="list-style-type: none"><li>Football Manager, Coach, Players, will undertake an at home self-check to confirm they have no COVID-19 symptoms prior to arrival to any match</li><li>PLATERS/STAFF TO ADHERE TO THE OPPOSTION CLUB RULES</li></ul>	Manage to continue reminding players of guidelines	Mgr/coach	On going	
	Safeguarding :	<ul style="list-style-type: none"><li>If you choose for your child to take part, you will need to give your written consent to the club and or coach. Ensure you are comfortable with the club's Covid-19 planning arrangements before doing so.</li><li>Ensure your child takes their own water bottle and their own hand sanitiser, both clearly marked with their name. They must not share these with anyone else.</li></ul>	<p>Royston Town FC has a dedicated Club Welfare Officer</p> <p>In the event the manager/coach believes the facility is unsafe and could pose a risk to health &amp; safety they are authorised to postpone the training session or match.</p> <p>If, during an away match the manager/coach believes there is an emerging risk to players, staff or spectators he/she may without any hesitation stop the match,</p>	Welfare officer /coach/mgr	On going	



## ROYSTON TOWN FOOTBALL CLUB



			<p>complete an assessment of the situation and take any necessary action.</p> <ul style="list-style-type: none"><li>Information Includes; Player information including; medical information. If applicable, Consent for any Pictures or images being used and shared online (detail included on FA code of conducts.</li></ul>			
		<ul style="list-style-type: none"><li>COVID-19 Written Consent Form</li></ul> <p>All managers / coaches are required to undertake the FA-DBS check.</p>	<p>Royston Town FC will produce and submit a COVID-19 consent form for all players to complete. This will be completed and returned as soon as possible. The Information will be stored by the club until further notice.</p> <p>All training sessions and/or matches will have FA DBS checked coaches present. These coaches may oversee non-FA DBS checked volunteers during the COVID-19 crisis.</p>			
Exposure of covid-19	Manager/coach Players	<ul style="list-style-type: none"><li>Prior to commencing training, the football</li></ul>	All controls listed will be continually reviewed during training session. Should non-	Manager Coach	At all Training sessions	Open



## ROYSTON TOWN FOOTBALL CLUB



	<b>Training – competitive</b>	<p>manager / coach will ask all players whether they currently display any of the COVID-19 symptoms.</p> <ul style="list-style-type: none"><li>• Players reporting potential symptoms will not commence training and be requested to go home and seek advice</li><li>• Manager / Coach will have sufficient PPE (face masks) in the event of a player Injury</li><li>• Manager / Coach will have Hand gel and bacterial wipes to ensure all players can clean their hands regularly during training and equipment</li><li>• Players will be advised not to touch training equipment aids, Including footballs, bibs, cones etc. (exception of goal keeper, who must wear appropriate gloves)</li><li>• Manager / coach is responsible for maintaining 2 metres (and / or 1 metre plus with mitigation) social distancing</li><li>• Where players unintentionally break the</li></ul>	<p>compliance occur on any of the controls listed below or new risks identified, the risk assessment shall be updated and amended with additional mitigation requirement</p>			
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## ROYSTON TOWN FOOTBALL CLUB



		<p>social distancing guidelines, they will be informed of the violation. Should the violation be deliberate / Intentional the player will be sent away and will not be able to continue train</p> <ul style="list-style-type: none"><li>• All training equipment, including footballs shall be cleaned by means of anti-bacterial wipes or disinfectant spray immediately before and after training has been completed.</li></ul>				
	Referees	<ul style="list-style-type: none"><li>• Referees to follow the FA guidelines</li><li>• Referees will have allocated parking at the ground for their arrival</li></ul>	<p>Referees to make themselves known to staff upon arrival</p> <p>Half time refreshments will be provided if required</p> <p>Hospitality will be provided</p>			