

<b>Site Address:</b>	Ascot United Football Club	<b>Ver. No:</b>	<b>COVID-19 1.3</b>
<b>Category:</b>	Senior Football		

<b>Date:</b>	19-08-2020
General risk assessment for the mitigation of transmission of the COVID-19 Coronavirus.	

Risk Rating Key		
Score	Description	Outcome
1-6	Low Risk	Acceptable (Low Risk)
7-10	Medium Risk	Tolerable (Medium Risk)
11-25	High Risk	Unacceptable (High Risk)

**The source – the symptomatic individual**

It is generally accepted that individuals should be considered potentially infectious from the time symptoms appear to the time their symptoms have completely disappeared. In general terms, the more severe the symptoms, the more infectious a person is likely to be.

**Transmission – via droplets over a distance or direct/indirect contact**

Coronavirus is generally transmitted from person to person through close contact and over short distances – in the region of 2 metres. This pattern of transmission is known to be associated with spread by respiratory droplets from coughs and sneezes, by direct contact with an infected person, or indirectly from objects or surfaces which have become covered with virus-infected secretions. Coronavirus is easily removed or destroyed by soap and water, normal household detergents or hand rubs (microbicidal hand rubs, particularly alcohol-based).

**The recipient – the susceptible individual**

In order to pass on the virus, individuals who are susceptible to the disease must be present. Until an individual has acquired immunity, either through natural infection or through vaccination, they remain at risk of infection. If someone coughs or sneezes into their hand, those droplets and the virus within them are easily transferred to surfaces that the person touches, such as door handles, handrails, phones and keyboards. If you touch these surfaces and touch your face, the virus can enter your system and you can become infected.



Task/Activity	Control Measures Implemented	Additional Controls	Post Treatment Analysis			
			Likelihood	Impact	Threat Level	Risk Rating
Assign responsibilities for COVID19	<p>The club has appointed a dedicated COVID19 officer.</p> <p>Given the size of the club a working group has been established to oversee the COVID19 controls and manage our approach – the group will propose recommendations which will be ratified by the Director of Football and Club Chairman ahead of implementation or amendment.</p> <p>It was felt that having a wider group contactable will ensure that any queries can be handled quickly and effectively across the club.</p> <p>The contact details will be shared to all managers, coaches and staff across the club.</p>	<p>Dan Birchmore Club Secretary 07590 598459 <a href="mailto:secretary@ascotunited.net">secretary@ascotunited.net</a></p> <p>Jo Gavin Facilities Manager 07856 210631 <a href="mailto:jo.ascotunited@hotmail.com">jo.ascotunited@hotmail.com</a></p> <p>Sandra Birchmore COVID-19 Assistant 07713 141510 <a href="mailto:sbirchmore@live.co.uk">sbirchmore@live.co.uk</a></p>	2	2	4	A
Ensure that decisions are taken by suitably qualified and experienced members of staff	A member of the working group shall attended a suitable online course in order to ensure that we fully understand the requirements and what is expected of us.	Sandra Birchmore recently attended a City a& Guilds hosted online course to ensure that we remain versed on the latest guidelines and have considered all risks.	2	2	4	A
Reduce the likelihood of transmission from an symptomatic user of the facility	Guidelines to be clearly communicated to opposition club secretary and officials which outlines our expectations at least 72 hours in advance of a fixture. These guidelines will remind managers of their obligation to check with their respective teams ahead of travelling.		2	3	6	A
Reduce the likelihood of transmission from an symptomatic user of the facility	<p>Prominently displayed signs should be used to discourage club members and visitors with Coronavirus symptoms from entering the playing areas and remind people of:</p> <ul style="list-style-type: none"> <li>The signs and symptoms of Coronavirus.</li> <li>The importance of self-isolation of individuals with symptoms.</li> <li>The importance of respiratory etiquette and hand hygiene always.</li> </ul>	Daily check to ensure that signage remains in place	2	2	4	A



Item	Control Measures Implemented	Additional Controls	Post Treatment Analysis			
			Likelihood	Impact	Threat Level	Risk Rating
Spectator Limits	Regulate and monitor attendance at fixtures to avoid overcrowding and ensure that the maximum thresholds as defined by the FA are not exceeded.	Tickets are to be offered online and details communicated to both clubs. Attendance will be subject to prior registration to manage numbers and conform with Track and Trace obligations.	3	3	9	T
Promoting good hygiene to reduce the likelihood of transmission	Hand sanitiser provided at entrance to site along with disinfectant sprays around the pitch – managers and coaches requested to use these on a regular basis to clean the areas surrounding the pitch which are likely to be subject to heavy use.	Daily stock check in all areas	3	3	9	T
Promoting good and best practice to reduce risk where possible	Guidelines supplied to both sides and officials detailing current best practice in relation to use of changing rooms and shower facilities given that they are considered high risk.	Limit the number of people using changing rooms to a group of 11.	3	3	9	T
Improving signage	Additional signage implemented to assist people in finding their destination	Daily check to ensure that signage remains in place	2	2	4	A
People flow – managing social distancing and avoiding congestion	Review how people walk through the clubhouse and adjust this to reduce congestion and contact between users. Where possible implement a one-way system to avoid users of the facility from passing one other in close proximity in order to encourage and promote social distancing.  Identify potential congestion points / confined spaces and apply two metre markings	Daily check to ensure that signage remains in place.  Briefings held with visitors on arrival to instruct them on the route they should take when leaving the facility  Monitor effectiveness especially during peak usage and subject to regular review by COVID response team	3	3	9	T
Maintaining social distancing and avoiding congestion	A Social Distancing policy has been implemented and communicated to all managers and coaches.  All training areas and activities have been evaluated against the possibility to implement social distancing	Monitor effectiveness especially during peak usage and subject to regular review by COVID response team	3	3	9	T



Item	Control Measures Implemented	Additional Controls	Post Treatment Analysis			
			Likelihood	Impact	Threat Level	Risk Rating
Keeping facilities and equipment clean	As a minimum, frequently touched surfaces should be wiped down twice a day, and one of these should be at the beginning or the end of the working day.	Cleaning should be more frequent depending on the number of people using the space, whether they are entering and exiting the setting and access to handwashing and hand-sanitising facilities. Cleaning of frequently touched surfaces is particularly important in bathrooms and communal kitchens. * <a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a>	3	3	9	T
Protection of staff and volunteers from the club	Appropriate optional PPE (masks, face guards, gloves) will be made available to all staff.	Weekly stock check	3	3	9	T
Protection of staff and volunteers from the club	Communication is key to remaining organised throughout the current pandemic and during fixtures. The club have ordered two way radios which will be provided to key personnel to improve communication between all parties during fixtures.	Check to ensure that radios are being charged 24 hours in advance of fixtures	2	2	4	A
Change to government guidelines / local restrictions	Clubs should also be mindful of the impact of any local lockdown which may prevent them from permitting spectators to attend fixtures (or play fixtures at all) and must comply with any guidance given by the government, local authorities or local health services.	The COVID-19 response team will monitor guidance and alerts from local authorities and health services and react accordingly.	2	2	4	A



Task/Activity	Control Measures Implemented	Additional Controls	Post Treatment Analysis			
			Likelihood	Impact	Threat Level	Risk Rating
Track and Trace Obligations – Teams & Staff	<p>Arrangements should also be put in place to support track and trace efforts by collecting sufficient written information from spectators to allow NHS Test and Trace to contact them if necessary.</p> <p>For further information see <a href="https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace#information-to-collect">https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace#information-to-collect</a></p>	<p>New email distribution list created <a href="mailto:covid@ascotunited.net">covid@ascotunited.net</a> – all teams requested to supply contact trace information 24 hours in advance of fixture.</p> <p>This is checked by the COVID-19 officer(s) and games are called off for non-compliance.</p>	1	5	5	A
Bar facilities	<p>Any food or drink facilities, including bars or restaurants, inside a clubhouse were authorised to be open from 4th July, in accordance with the latest guidance. It is up to the licensee of the premises to undertake the relevant actions within the guidance and to assess the capability to open in accordance with the Government guidance.</p> <p>See <a href="https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/restaurants-offering-takeaway-or-delivery">https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/restaurants-offering-takeaway-or-delivery</a></p>	<p>This is likely to add considerable burden and therefore we have taken the decision to close the clubhouse until further notice.</p> <p>Refreshments will be available from catering window or “lawn bar” but we are keen to restrict access to the clubhouse until further notice</p>	5	5	25	U
Catering Facilities	<p>In order to afford our staff and volunteers protection we will implement the following measures:</p> <ul style="list-style-type: none"> <li>• Payment via card only</li> <li>• Service will be via the catering window behind a screen</li> <li>• All staff will receive comprehensive training and guidance on protocols from our Catering Manager</li> <li>• PPE (masks, face coverings and gloves) are optionally available to all staff</li> <li>• Access to the catering area is restricted and where possible the staff are isolated during the event</li> </ul>		2	2	4	A
Boardroom	<p>For the foreseeable future, Boardrooms and associated hospitality will not be required to be undertaken by clubs.</p>	<p>With this in mind, we are not at present offering hospitality to either officials or playing staff.</p>	1	1	1	A



Task/Activity	Control Measures Implemented	Additional Controls	Post Treatment Analysis			
			Likelihood	Impact	Threat Level	Risk Rating
Catering Facilities – preparation of food	<p>Although it has been deemed unlikely that COVID-19 is transmitted through food or food packaging as a matter of good hygiene practice staff should wash their hands frequently with soap and water for at least 20 seconds. This should be done routinely, including:</p> <ul style="list-style-type: none"> <li>• before and after handling food</li> <li>• before handling clean cutlery, dishes, glasses, or other items to be used by the customer</li> <li>• after handling dirty or used items, such as collecting used dishes from customer tables</li> <li>• after handling money</li> <li>• after touching high-contact surfaces, such as door handles</li> <li>• when moving between different areas of the workplace</li> <li>• after being in a public place</li> <li>• after blowing your nose, coughing or sneezing. Coughs and sneezes should be caught in a tissue or the crook of your elbow</li> </ul> <p>See <a href="https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/">https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</a></p>	The catering manager will oversee the training and guidance provided to staff and ensure that we continue to operate within the guidelines.	2	2	4	A
Response in the event of an outbreak or suspected outbreak	In the event of somebody testing positive for COVID-19 or being suspected of suffering from COVID-19 it is important that they contact <a href="mailto:covid@ascotunited.net">covid@ascotunited.net</a>	The COVID-19 response team will establish contact and determine the level of risk and determine the most appropriate course of action.	5	2	10	T



Task/Activity	Control Measures Implemented	Additional Controls	Post Treatment Analysis			
			Likelihood	Impact	Threat Level	Risk Rating
Travel to training / fixtures	<p>Players are encouraged to arrive for training and matches by their own personal car or by other means if viable such as walking or bike. Players should not carshare outside their household or social bubble unless unavoidable. However, if clubs absolutely need to utilise coach travel or if participants have to travel with people outside of their household or support bubble for matches or away games they and the following guidance has been shared:</p> <ul style="list-style-type: none"> <li>• Share the transport with the same people each time and keep to small groups of people at any one time;</li> <li>• Open windows for ventilation and face away from each other;</li> <li>• Clean the car between journeys using standard cleaning products - including door handles and other areas that people may touch;</li> <li>• Ask the driver and passengers to wear a face covering</li> <li>• Consider seating arrangements to maximise distance between people in the vehicle – this may mean using more than one coach or minibus</li> <li>• Wear face coverings on coaches or minibuses</li> <li>• Require regular hand sanitisation by passengers on a coach or minibus</li> <li>• Limit the time spent at garages, petrol stations and motorway services. Keep distance from other people and if possible, pay by contactless;</li> <li>• Wash hands for at least 20 seconds or sanitise hands often, and always when exiting or re-entering the vehicle</li> <li>• When finishing the journey participants should wash their hands for at least 20 seconds or sanitise their hands as soon as possible.</li> </ul>		3	3	9	T

