

Taunton Town FC Risk Assessment Form (Players, Officials & Staff)

Establishment: Taunton Town FC	Assessment Ref: TTFC RA – CV-19	Date: 25/08/2020
Department: MATCH DAY PROCEDURES (PLAYERS, OFFICIALS & STAFF)	Assessment Type (Note 1) tick as appropriate	
	Specific <input type="checkbox"/>	Generic <input checked="" type="checkbox"/>

Activity/Process: 1. This RA sets the conditions to allow Taunton Town FC to be a safe place to resume home competitive football matches and where the risk of COVID19 (CV19) infection whilst at Taunton Town FC is reduced As Low as Reasonably Practicably Possible (ALARP) This RA covers: a. Players Management and Officials b. The elements of the process are in the list of hazards below. 2. Any mitigation identified in this RA will only be effective if properly briefed, understood and implemented. Those responsible and involved should always consider the CV19 risks for any task and constantly observe, assess and analyse the environment and adjust their working practices to mitigate the hazard (Dynamic RA). 3. Any related incidents involving possible or actual exposure to CV19 are to be reported as per the Government guidelines	Who is at risk:
	All players/management and officials <input checked="" type="checkbox"/>
	All attending <input type="checkbox"/>
Roger Conway & Rob Wenham have been appointed as Taunton Town FC COVID-19 officers Match-day contact 07584 670153	

Ref	Hazard	RA Required
1	Contracting Covid-19	YES
2	Travelling to and from the game	YES
3	Responsibilities of those organising, playing, managing or officiating	YES
4	Teams match day procedures	YES

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Likelihood		Risk Matrix		
Common, regular or frequent occurrence.	3	3 - Med	6 - High	9 - High
Occasional occurrence.	2	2 - Low	4 - Med	6 - High
Rare or improbable occurrence.	1	1 - Low	2 - Low	3 - Med
Severity		1 - Minor	2 - Serious	3 - Major

High	<i>Improve control measures; consider stopping activity. Activity at this level of risk is to be reported up the Line Management / Command chain.</i>
Medium	<i>Review control measures and improve if reasonably practicable to do so, consider alternative ways of working.</i>
Low	<i>Maintain control measures and review regularly or if there are any changes.</i>

Hazard Ref	RISK Associated with Hazard (How people may be harmed)	Existing Control Measures (Note 2)	Risk Rating	Additional Controls Required (Note 2)	Review frequency (note 3)
01	Contracting Covid19	<ul style="list-style-type: none"> All to follow COVID19 Government Guidelines prior to attending Taunton Town FC. All should be aware of Government Guidelines to confirm if COVID19 free of infection, if unsure then that person or persons should not attend. Anyone self-isolating whether due to personal situation or due to others must not attend Taunton Town FC Anyone with a medical condition that could increase their likelihood of catching CV19 must not attend Taunton Town FC Always maintain Social Distancing and keep a minimum 	1 x 2	<ul style="list-style-type: none"> Advance notification of the contents of this assessment are available via the Taunton Town FC web site All players, management and match day officials should confirm prior to attending the ground they do not have any of the following symptoms. <ul style="list-style-type: none"> A new continuous cough Shortness of breath or sore throat Loss of or change in normal sense of taste or smell Feeling generally unwell Been in close contact with/living with a suspected or confirmed case of COVID-19 in the previous two weeks If someone becomes unwell at Taunton Town FC with any of the above, they will be sent home immediately and advised 	Monthly

		<p>of two metres (6ft) apart including when you are seated.</p> <ul style="list-style-type: none"> • Posters are displayed throughout the premises of Taunton Town FC to advise on suitable handwashing techniques. • Taunton Town FC will supply suitable soap and hand washing material. • Note NHS Guidance is regularly changing as new Information comes to light, the Taunton Town FC COVID officer Managers, Coaches and others involved are to regularly check on the NHS info site for updates. • Hand washing guidance for the recommended 20 seconds and checking on the latest changes to social distances guidance is most important. <p>https://www.gov.uk/coronavirus</p>		<p>to follow the government guidelines.</p> <ul style="list-style-type: none"> • Equipment, balls, posts and pre-match training aids will be cleaned and sanitised after use. • All waste is to be double bagged, securely tied, kept separate from the isolated individuals for 72 hours and then disposed of via the external general waste bins 	
02	Travelling to and from Taunton Town FC	<ul style="list-style-type: none"> • All must follow Social Distancing Guidelines and other relevant Government Guidelines. 	1 x 2	<ul style="list-style-type: none"> • Hand sanitiser will be available when arriving and leaving Taunton Town FC • Preferable if persons can cycle or walk to Taunton Town FC • Preferable if all could arrive changed ready for the match • There should be no car sharing with anyone outside your household or support bubble • If participants do have to travel with people outside their household or support bubble, they should try to: • Share the transport with the same people each time 	Monthly

				<ul style="list-style-type: none"> • Open the windows for ventilation • Ask the driver and passenger to wear face covering • If attending in a vehicle apply Social Distancing measures when parking. Avoid parking next to a car with occupants but if unavoidable keep two car door widths apart. • If occupants are in an adjacent vehicle wait for them to vacate their vehicle prior to getting out. • Try to arrive and leave punctually 	
03	Responsibilities of those involved and organising the match.	<ul style="list-style-type: none"> • All must follow Social Distancing Guidelines and other relevant Government Guidelines • Follow the procedures identified at Serial 1 and 2 above. • The first aider must have appropriate PPE and RPE 	1 x 2	<ul style="list-style-type: none"> • Individuals should make themselves familiar with the contents of this Risk Assessment and adhere to its recommendations. The club secretary should forward a copy of this document to the three officials and the secretary of the visiting team. • The club secretary will offer the officials the opportunity to provide bank details to avoid money being handled • If a player/official is injured only a member of their household should aid them. If the issue is more serious a first aider with appropriate PPE/RPE (a minimum of a face mask and gloves) should attend. • Individuals should bring their own water bottle and sanitiser suitably marked. • Managers and Coaches should confirm all of those involved have none of the symptoms mentioned at 1 above. 	Monthly

<p>04</p>	<p>Team match day procedures</p>	<p>All those attending should follow the requirements of this risk assessment</p>	<p>1 x 2</p>	<p><u>The following self-checks should be undertaken by players/managers etc prior to a match</u></p> <ul style="list-style-type: none"> • Had a high temperature above 37.8C • Developed a new continuous cough • Shortness of breath or sore throat • Loss or change in normal sense of taste or smell • Is feeling unwell • If any of these symptoms are shown the player should be sent home and follow government guidelines • If during the game a player shows any of these symptoms, they must be told to immediately leave the pitch and go home • Sanitisers will be in each of the changing rooms; players /officials should use each time when entering and leaving the changing areas. • Whist warming up and cooling down social distancing guidelines should be applied • Ensure equipment is handled as little as possible by as few people as possible. Equipment used should be cleaned after the warmup, if the equipment is used by more than one person, they should immediately wash their hands. • All involved in the match are to refrain from spitting and chewing gum is not allowed • Limit shouting and observe social distancing when speaking to officials • No huddles, goal celebrations or handshakes prior to the game 	<p>Monthly</p>
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				<ul style="list-style-type: none"> • Substitutes to remain seated • Individual players are to place their kit (in the manner it was handed out) into yellow bags, these will then be placed in the kit bags • If changing rooms are not in use an external toilet has hand washing facilities (soap provided) and sanitisers. Washing of hands is preferable and should be undertaken when the match session has finished. 	
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Assessor		Manager / Coach (Note 4)		Overall Activity/Process Risk Rating	
Name	Roger Conway	Name	Rob Dray	Medium	
Position	Taunton Town FC COVID-19 Officer	Position:	Manager		
Date	25 th August 2020	Date	1 st September 2020		
Sig	Original Signed	Sig	Original signed		
Manager / Coach Assessment Review					
Date:		Date:		Date:	
Name:		Name:		Name:	

Notes:

1. If using a 'Generic' risk assessment, Managers, and others involved are to satisfy themselves that the assessment is valid for the task and that all significant hazards have been identified and assessed. If additional hazards are identified they are to be recorded and attached to the Generic assessment.
2. Only a reference or simple description of the control measures is required. If the risk assessment identifies the need for additional control measures, the hazard will need to be reassessed once the additional controls have been implemented.
3. Risk Assessments are to be reviewed:

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- at a frequency proportional to the risk (eg. high risk – 6 monthly; medium risk – annually; low risk – every 2 years) **As government amendments to COVID19 are now issued monthly the assessment will be reviewed at least monthly**
- where required by local instructions/procedures.
- if the safe execution of the activity relies on stringent supervision and/or adherence to a safe system of work.
- if there is reason to doubt the effectiveness of the assessment.
- following an accident/incident or near miss.
- following significant changes to the task, process, procedure, personnel, Managers, Coaches and others involved.
- following the introduction of more vulnerable personnel.
- Prior to use if a “Generic” assessment.

Managers and others involved are to note that they are responsible and take ownership for production of the Risk Assessment and that they are signing to indicate that they consider the risks acceptable and the assessment is suitable and sufficient.