



BURNTWOOD DRAGONS AND PHOENIX FC

COVID- 19

RISK ASSESMENT FOR THE RETURN TO COMPETITIVE FOOTBALL TRAINING AND MATCH PLAY FOLLOWING FA GUIDELINES AS OF 24/03/21

VENUE – Cobby Nook, BDPFC Home Ground

Prepared by Damian Mayne (Head of Welfare & Covid-19 Officer)

Dated: 28/03/21

Doc Ref: **COVID-19-RA BDPFC Rev4**

Owner: BDPFC Welfare Department

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BURNTWOOD DRAGONS AND PHOENIX FC - RISK ASSESSMENT COVID-19

<b>RA-001 RISK ASSESSMENT</b>	<b>COVID-19</b>		Location – Copsy Nook Playing Field (BDPFC Home Ground)		
<b>Risk Assessment prepared by</b>	Damian Mayne (Welfare & Covid-19 Officer)	<b>Name of Person approving RA:</b>	Laurence Danan	<b>Date of last review:</b>	28/03/2021
				<b>Next review due</b>	28/05/2021
<b>Description of Risk Assessment</b>	To limit the risk and allow teams to resume competitive training & match play, in strict accordance with FA and Government guidelines			<b>Circulation List</b>	All Committee and BDPFC Managers

Activity	Hazards	Main Risks & Affected Persons	Risk Rating			Existing Risk Control Measures	Additional Risk Control Measures	Residual Risk		
			L	M	H			L	M	H
<b>TRAVEL TO AND FROM THE TRAINING/ MATCH FACILITY</b>	<p><b>COVID-19</b></p> <p>Direct contact with a person other than a family member who could be infectious</p> <p>Contracting the virus from Vehicles</p> <p>Flammable alcohol-based hand sanitiser</p>	<p><b>COVID-19</b></p> <p><b>Risk of contracting the virus</b></p> <p><b>Coaches, Parents, Children, Adult players, Members of the public</b></p>			<b>X</b>	<ul style="list-style-type: none"> <li>Under no circumstances should parents/coaches offer to pick up or drop off another team member for training sessions, unless part of the same household</li> <li>Use alcohol-based hand rub &amp; try not to touch your face. Let hands dry naturally</li> <li>Regularly clean your vehicle high touch areas, such as steering wheel, gear selector, indicator stalks, radio, window controls, door mirror controls and door handle's with antibacterial wipes</li> <li>Adults should be advised to let their hands dry and the vapours disperse, after using alcohol hand rub, which will minimise any fire risk, if smoking or vaping</li> </ul>	<ul style="list-style-type: none"> <li>Regularly clean any items you may use while travelling such as keys, mobile devices, wallets</li> <li>Encourage team members to take a change of clothes and change out of training kit before entering the vehicle to travel home, as the virus can be harboured in clothing</li> <li>It is advised not to stop or detour en-route to the training facility or home</li> <li>Adult players should not travel in and out of tier 3 to play matches</li> </ul>	<b>X</b>		

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			L	M	H			L	M	H
<b>UNLOCKING AND LOCKING OF THE MAIN GATES</b>	<p><b>COVID-19</b></p> <p>Direct contact with the gates, padlocks, and chain</p> <p>Flammable alcohol-based hand sanitiser</p>	<p><b>COVID-19</b></p> <p><b>Risk of contracting the virus</b></p> <p><b>Committee, Coaches, Caretaker</b></p>		X		<ul style="list-style-type: none"> <li>Wipe chain and padlock with antibacterial wipes, prior to unlocking/locking the gates</li> <li>Use minimum contact when opening or closing the gates</li> <li>All persons should be advised to let their hands dry and the vapours disperse, after using alcohol hand rub, which will minimise any fire risk, if smoking or vaping</li> </ul>	<ul style="list-style-type: none"> <li>Clean hands before re-entering a vehicle with hand wipes or alcohol-based hand rub. Let hands dry naturally</li> </ul>		X	
<b>PARKING AT THE TRAINING/ MATCH FACILITY</b>	<p><b>COVID-19</b></p> <p>Direct contact with a person who could be infectious</p> <p>Risk of persons congregating</p> <p>Risk of intervening social distancing rules</p>	<p><b>COVID-19</b></p> <p><b>Risk of contracting the virus</b></p> <p><b>Coaches, Parents, Children, Adult players, Members of the public</b></p>			X	<ul style="list-style-type: none"> <li>Utilise both Coppy Nook carpark, including the lower grass parking area to spread the parking out as much as possible</li> <li>Utilise Coppy Nook Lane for parking</li> <li>Training/match play times should be staggered to allow free movement of vehicles/persons entering and exiting Coppy Nook and minimise the risk of persons congregating</li> </ul>	<ul style="list-style-type: none"> <li>Teams and Coaches to be advised that they need to leave the parking areas as quickly as possible after their training/match has finished</li> <li>A minimum of <b>two</b> metres social distancing should always take place</li> </ul>		X	

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			L	M	H			L	M	H
<p><b>COPPYNOOK WELFARE FACILITIES</b></p> <p><b>PLEASE ONLY USE THE TOILET IN AN EMERGENCY</b></p>	<p><b>COVID-19</b></p> <p>Flammable alcohol-based hand sanitiser</p> <p>Touching objects or surfaces which could be contaminated</p>	<p><b>COVID-19</b></p> <p><b>Risk of contracting the virus</b></p> <p><b>Coaches, Parents, Children, Adult players</b></p>			X	<ul style="list-style-type: none"> <li>Only the <b>One</b> External WC will be available for use during training &amp; Matches</li> <li>No unauthorised persons to enter the HUB, as it is not a sterile environment</li> <li>Only one person should enter a WC at a time</li> <li>A waste bin liner should be available outside the WC for disposing of wipes only</li> <li>Avoid using hand dryers</li> </ul>	<ul style="list-style-type: none"> <li>All persons should be advised to let their hands dry and the vapours disperse, after using alcohol hand rub</li> <li>One pack of antibacterial wipes and one bottle of hand sanitiser should be available in the toilet for use as required</li> <li>A Sign is to be put on the external door of the WC, requesting that high touch areas are cleaned with antibacterial wipes after use</li> </ul>		X	

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			L	M	H			L	M	H
<b>TRAINING SESSION &amp; MATCH SETUP</b>	<p><b>COVID-19</b></p> <p>Direct contact with a person who could be infectious</p> <p>Touching objects or contaminated surfaces</p> <p>Flammable alcohol-based hand sanitiser</p>	<p><b>COVID-19</b></p> <p><b>Risk of contracting the virus</b></p> <p><b>Coaches, Players</b></p>		<p style="text-align: center;"><b>X</b></p>		<ul style="list-style-type: none"> <li>Coaches are to give clear instructions to team members regarding training times and days and to re-iterate a player's punctuality. They should also be forewarned of the requirement to use hand sanitiser</li> <li>Coaches should arrive at least 15 minutes prior to a training session so that the session can be setup before team members arrive, thus reducing the risk of potential contaminated equipment being handled.</li> <li>All team members and coaches are required to apply hand sanitiser at the start of the session. Any player that refuses will be asked to leave the session.</li> <li>All persons should be advised to let their hands dry and the vapours disperse, after using alcohol hand rub</li> <li><b>ALL</b> training/match equipment should be wiped with antibacterial wipes, before and after a training/match</li> <li><b>All teams must be affiliated with their respective County FA prior to a match being played</b></li> </ul>	<ul style="list-style-type: none"> <li>Coaches are to supply a bottle of hand sanitiser at training sessions. A 2metre square area is to be setup at the start of the session in which the hand sanitiser will be kept.</li> <li>Only one person allowed to enter the sanitising area at a time to maintain social distancing</li> <li>It is an individual's own choice as to whether they wear a face mask, of which they are responsible for purchasing, its proper use and correct disposal of</li> <li>Coaches are to keep their training equipment on their person</li> <li>Refrain from lending equipment with other Coaches</li> <li>Coaches to keep a pair of latex gloves and facemask in First Aid Kit, in order to be able to administer First Aid, in the event of an emergency</li> <li><b>The NHS track and trace QR code must be scanned or paper copy attendance record obtained when entering the site</b></li> </ul>		<p style="text-align: center;"><b>X</b></p>	

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			L	M	H			L	M	H
<b>DURING THE MATCH/ TRAINING SESSION</b>	<p><b>COVID-19</b></p> <p>Direct contact with a person who could be infectious</p> <p>Risk of persons congregating</p> <p>Risk of intervening social distancing rules</p>	<p><b>COVID-19</b></p> <p><b>Risk of contracting the virus</b></p> <p><b>Coaches, Parents, Children, Adult players</b></p>		<b>X</b>		<ul style="list-style-type: none"> <li>• Training sessions should consist of 30 individuals max, including coaches. (does not apply to matches)</li> <li>• Goals, Corner Flags, Balls to be regularly cleaned during the match or training session</li> <li>• No mixing of age groups</li> <li>• Under <b>NO</b> circumstances will a non-FA CRC/DBS checked adult be asked to step in to act as a coach, it is the Coaches responsibility to ensure that Covid-19 guidelines are adhered to during training or match play</li> <li>• Should any coach be found to be contradicting the above, they will face disciplinary action from the club</li> <li>• Coaches will reiterate to parents/adult players, regarding social distancing measures during sessions</li> <li>• Players should not spit during training or match play</li> <li>• An "out of play" match ball should not be handled by a non-playing person if possible</li> </ul>	<ul style="list-style-type: none"> <li>• Spectators are not permitted at training and matches for the foreseeable future</li> <li>• Shoelace tying during a session must be done either by the player or their parent only</li> <li>• Training Bibs must be washed after every use</li> <li>• Players are not to share water bottles with other teammates</li> <li>• Parents are not to share food with others</li> <li>• Strictly one parent per player at training sessions and matches</li> <li>• Contact should be kept to a minimum during training sessions whilst the club are in tier 3</li> <li>• No pre/post-match handshakes</li> <li>• Shouting should be avoided when in close proximity to another person</li> <li>• Sneezing or coughing should be done into a tissue. Avoid touching face</li> </ul>		<b>X</b>	

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<b>AFTER THE MATCH/ TRAINING SESSION</b>	<p><b>COVID-19</b></p> <p>Contact with contaminated surfaces</p> <p>Flammable alcohol-based hand sanitiser</p>	<p><b>COVID-19</b></p> <p><b>Risk of contracting the virus</b></p> <p><b>Coaches, Parents, Children, Adult players</b></p>		X		<ul style="list-style-type: none"> <li>Once the match/training session has finished, players and parents are to be dismissed as quickly as possible, maintaining social distancing</li> <li>Players are not to retrieve training equipment</li> <li>Coaches should wipe all equipment using antibacterial wipes prior to putting it away</li> <li>Players are to apply sanitiser at the end of the session</li> <li>If you are the last coach to leave Coppy Nook after the session, then it is your responsibility to switch off the WC lights, note if the WC hand sanitiser and antibacterial wipes need replacing and escalate to a Committee member, lock the WC doors</li> <li>Lock the main gates whilst following the Control measures procedure for this activity shown earlier in this document</li> </ul>	<ul style="list-style-type: none"> <li>Parents/players should be advised to wash the players match/training kit after every session to reduce the virus spread risk</li> </ul>		X	

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**Risk Assessment Matrix**

**Monitoring and Review**

Date Completed	Assessed by:	Amendment Detail:	Signature:	Review Date:
01/08/20	D Mayne	A return to competitive training and match play	<i>D. Mayne</i>	01/09/20
07/09/20	D Mayne	Added venue details to front page	<i>D. Mayne</i>	29/09/20
06/12/20	D Mayne	A return to competitive training and match play in Tier 3	<i>D. Mayne</i>	06/12/20
28/03/21	D Mayne	A return to competitive training and match play from 29/03/21	<i>D. Mayne</i>	28/03/21

**Further Actions**

(Please detail any actions for the risk assessment here)

Issue	Further action	Action by who?	Action by when?	Completed