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COVID 19 RISK ASSESSMENT FOR MANAGERS

This template is supplied as a generic form. As a result, coaches are responsible for ensuring that the risk assessment is adapted to suit the specific training Where an existing control is identified but is not yet implemented, it should be implemented prior to any activity taking place. The risk level should be reduced to a level which is as ‘low as reasonably practicable’.

**N.B** – Any activity deemed to be High Risk following the implementation of control measures must be referred to a Hampton Rangers committee member before the activity starts

**Risk Rating Key**

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| **Risk rating** | | **Rating Action Bands** | |
| **Severity (S)** | **Likelihood (L)** | **Risk (R)** | **Action Required** |
| **1 - Low** | **1 – Unlikely** | **(1 – 5) Low Risk** | Manage for continuous improvement |
| **2** | **2 – Remote** | **(6 – 15) Medium Risk** | Implement control measures or further control measure where possible to reduce risk rating to as low as is reasonably practicable |
| **3 - Medium** | **3 – Possible** |
| **4** | **4 – Probable** | **(16 – 25) High Risk** | Must be referred to a Hampton Rangers committee member prior to any activity taking place. |
| **5 – High** | **5 – Very likely** |

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| **Activity Assessed:** | **Venue:** | **Assessment Date:** | **Reference:** | **Name of Assessor:** | **Review Date:** |
| **Hampton Rangers training sessions** | **Denis Chaplin training ground, Oldfield Road, Hampton , TW12-2PT** | **20TH JULY 2020** | **RISK ASSESMENT 1** | **HAYLEIGH COWELL**  **COVID 19 OFFICER** | **1ST SEPTEMBER 2020** |

**Introduction:**

The following risk assessment outlines the essential measure required to be implemented to restart competitive contact training sessions as permitted by government advice, accurate as of the 20th of July 2020 and the FA’S national roadmap for grassroots football. If the advice changes this risk assessment should be reviewed and updated and if necessary, activities suspended or cancelled. However, in lieu of any changes in advice this risk assessment will be reviewed monthly until no longer required. Copies of risk assessments should be kept following review and should be read in advance of any sessions by all managers delivering sessions.

It is critical that all sessions and the training ground is individually risk assessed, ensuring the measures outlined below can be implemented and as a result the risks posed by Covid-19 are reduced as much as practicable.

Covid-19 is a biological hazard, and like any workplace hazard, appropriate control measures will need to be put in place to reduce the risk of someone being infected. Normally, the goal is to eliminate hazards where possible, however, unlike a faulty piece of equipment, the virus cannot simply be removed. Instead, the aim is to introduce suitable and sufficient control measures to reduce the risk of contracting the virus to as low a level as ‘reasonably practicable’. In other words, precautions should be implemented, but the time, cost and effort involved in implementing controls should be reasonable, when compared to the risk posed by what you are controlling.

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| **Ref No.** | **Hazard** | **Risk** | **People at Risk** | **Controls Measures** | **Implemented by who?** | **Implemented When.** | **S** | **L** | **Risk Rating** |
| ***1*** | Covid-19 | Transmission of Covid-19 | Staff.  Young People.  Extended families  ‘Vulnerable’ people. | **Safety briefing to be held once all participants have arrived outlining the following:**  All participants to have had written consent to take part in the sessions  No greater than 6 spectators per ‘bubble’ group and spectators to stay 2 metres apart always  Hand sanitiser gel readily available and used at regular intervals.  Staff to promote catch-it, bin-it, kill-it if participants need to cough or sneeze.  Any essential equipment to be cleaned and disinfected before and after use.  No personal equipment is to be shared, including but not limited to water bottles, inhalers, towels.  NO sharing of sports equipment where possible between participants. Equipment to be cleaned immediately after each activity session.  No handshaking.  No close physical contact unless in a close contact activity or match. These activities should be limited, and regular breaks planned for  Spitting is not to be tolerated  No spitting.  At the end of the session young people and staff are advised to wash hands at the earliest opportunity and any personal equipment should be sprayed with disinfectant as soon as possible.  Appropriate signage to remind people of the hygiene protocols.  All participants to attend sessions in clean kit  If any young person or member of staff becomes symptomatic during the session they are to be removed immediately and should return directly home. They should then follow the current NHS and government advice. | Team manager  Team manager  Team manager  Team manager  Covid 19 officer  Team manager  Team manager  All participants  Team manager  All participants  Team manager    All participants -Reminder given by team manager at beginning of session  All participants  Covid 19 officer  Team manager, all participants, parents  Team manager | Before the session begins  Prior comms & during activity  Prior to the activity starting and monitored during  During activity  During activity  During activity  During activity  Before and after the session  During activity  During Activity  Before session starts  Start & end of activity  On going  Prior to the training ground opening and regular checks to ensure the signage is not damaged  Before the session starts  During activity | 1  1  1  2  2  1  1  3  3  2  2  3  1  2  4 | 1  2  2  2  2  2  2  2  2  2  3  2  2  2  2 | 1  2  2  4  4  2  2  6  6  4  6  6  2  4  8 |
|  | Covid-19. | First aid | Staff.  Young People.  Extended families  ‘Vulnerable’ people. | No first aid that requires compromising social distancing (2m) to be provided unless life or limb threatening.  If first aid that requires the compromising of social distancing is essential, then staff should:   * Use hand sanitiser before and after treating the casualty. * Wear gloves or cover hands. * Cover cuts and grazes on their hands with * waterproof dressing. * Dispose of all waste safely. * Not touch a wound with bare hands. * Not touch any part of a dressing that will come in contact with a wound.   First aid kits, including face shields (for CPR) and gloves, available on site at all times.  **Currently, St Johns Ambulance advise against giving rescue breaths during CPR, and advise a towel or cloth placed over the casualty’s mouth during chest compressions**.  Additional PPE available on site throughout including:   * Gloves. * Face mask.   Hampton Rangers AED on site.  All first aid waste to be double bagged and removed from the training ground | Team managers  Team manager  Team manager  Team managers  Covid 19 officer to check  COVID 19 OFFICER  Team managers  Team managers | Immediately on occurrence  During activity  Immediately on occurrence  Immediately on occurrence  During activity  During activity  Immediately | 3  3  3  4  4  3  5  5 | 3  2  2  2  2  2  2  2 | 9  6  6  8  8  8  6  10  10 |
|  | Covid-19. | Arrival departure | Staff.  Young People.  Extended families  ‘Vulnerable’ people. | Participants should arrive at the given time ready to participate in activity as no changing facilities are available.  Participants attempting to arrive outside of the given time (early or late) will be denied access.  Parents will be discouraged to congregate in the training ground  Entrance and exit of attendees to be managed by a one-way system.  A queuing system will be put in place where required to manage any unnecessary bottlenecks  All parents notified in advance and young people advised to leave immediately after activity is complete and not congregate at the end of the sessions.  15-minute gaps between sessions to avoid cross over of groups and unnecessary interaction/contact between households.  All participants required to sign in at the start of the session to ensure a thorough record of attendees is kept supporting track and trace if required. | Team manager  Parents, participants  Team manager  Team Manager  Covid 19 officer, Team manager  Team Manager  Covid 19 officer  Team manager  Team manager  Covid 19 officer to regularly check | Start of activity  During activity  Set up prior to training ground reopening. Mangers to implement during session  Prior to the session starting  Prior to activity  Between sessions  Prior to activity starting, every few days for checks | 2  2  2  3  3  2  2  2  3 | 3  3  3  2  2  2  2  2  2 | 6  6  6  6  6  4  4  4  6 |
|  | Covid-19. | Non-compliance. | Staff.  Young People.  Extended families  ‘Vulnerable’ people. | Non-compliance has the potential to increase risk to an unacceptable level and threaten the health and wellbeing of other participants and our staff. As a result, it will not be tolerated. In the instance of non-compliance:  A young person will be reminded of what is considered acceptable behaviour and asked to comply with reasonable request.  The young person may be removed from the activity.  A member of staff may call the appropriate parent or carer and request they collect their son/daughter immediately.  If necessary, all activity will be suspended, or the session cancelled.  PPE available for staff to use in the event a young person needs to be removed from activity. | Team manager  Team manager  Team manager  Team manager  Team Manager  Team Manager | On going  On going  During activity  During activity  During activity  During activity | 4  3  3  2  2  4 | 2  2  2  2  1  1 | 8  6  6  4  2  4 |
|  | Covid-19. | Parent unaware of protocol in advance of attendance. | Staff.  Young People.  Extended families  ‘Vulnerable’ people. | Parents to receive information pack in advance of attendance via email which will include the following advice:   * No equipment is to be brought onto site other than a water bottle, which should NOT be shared under any circumstances and any essential medication (i.e. epi-pen, asthma pump etc). * Young people to arrive ready to participate as no changing or toilet facilities available on site. * Outline of first aid arrangements and risk management. * Clear arrival and collection times. | Covid 19 officer/club secretary  Team managers to ensure it is implemented during sessions | Prior to activity  Prior to activity | 3  2  3 | 2  2  2 | 6  4  6 |

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|  | Name | Date of review |
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