



BEDWORTH UNITED FC.

Clubhouse Operations Covid-19 Risk Assessment

Name of Risk Assessor: Stuart Roe	Date of Assessment: 20.07.2020	Assessment Review Date: July 2021
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Identify the Activity and Persons at Risk

Describe the work activity: Clubhouse usage during Covid-19 Pandemic	Who might be harmed? Club staff, officials, players and spectators. Potential for vulnerable groups such as children and people with disabilities and elderly to be affected	Frequency of activity: Daily from August 2020 until further notice
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This risk assessment is part of *Bedworth United FC's* Covid-19 safety management strategy that is held within the Club's Covid-19 Operations Manual. This assessment will also apply to the general daily activities within the stadium as appropriate

Hazard Identification	Risk Assessment			Identify Existing Controls		Action Plan		
Hazard or Potentially Hazardous Situation	Likelihood	Severity	Risk Rating	Existing Controls	Adequate	Additional Control Measures	By Whom	Action Date
General Risk of Infection	Possible	Severe	High	<ol style="list-style-type: none"> 1. Extra hygiene to be ensured. 2. Hands sanitised upon entry to clubhouse 3. Education of all staff 4. Education of managers at all levels and coaches on measures to be implicated. 5. Education of All Players 6. Strict enforcement of regulations in place 7. All to be kept informed of regulations. 8. Signage to maintain social distancing 9. Clear entrance and exit routes. 10. Pinch points noted and observed for gatherings and dispersed if occur. 	Yes	Staff to ensure that rules are strictly adhered to. Encourage all visitors to wear face guards	All	Immediate

<p>Risk of Infection by direct contact of persons</p>	<p>Likely</p>	<p>Severe</p>	<p>High</p>	<ol style="list-style-type: none"> 1. Anyone showing signs or symptoms or living in a household with possible or actual Covid-19 must not attend. 2. Hygiene prior to attendance must be ensured e.g regular hand washing, sanitising. 3. Staff to wear Face shields and to maintain social distancing where possible. 4. Room layout adjusted to ensure distancing between groups. 5. No groups larger than 6 allowed. 6. One way route maintained and kept clear 7. Signage in place to inform visitors of regulations in place. 8. First Aid if needed to be carried out by person within injured parties bubble. 9. Review working schedules to ensure minimum staffing at all times 	<p>Yes</p>	<p>Where possible face coverings to be worn.</p>	<p>All</p>	<p>Immediate</p>
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<p>Risk of Infection from equipment/objects</p>	<p>Possible</p>	<p>Severe</p>	<p>High</p>	<ol style="list-style-type: none"> 1. Minimise handling of all equipment where possible 2. Disinfect all equipment prior and post opening 3. Disinfect hands before and after touching equipment. 4. Promote good hygiene and hand washing procedures. 5. Encourage card payments where possible. 6. Staff to wear disposable catering gloves and Aprons during shift and dispose of after shift. 7. Plastic Glasses to be encouraged 8. Encourage visitors to use a glass for cans and bottles as well as draught drinks. 9. Encourage responsible drinking so that people do not let their standards drop due to inebriation. 10. Disinfect tables and chairs after each and every different bubble has used. 11. Monitor cleanliness of toilets every hour and disinfect pay particular attention to door handles and surfaces that people come into contact with. 12. Monitor pinch points eg toilets and corridors. 	<p>Yes</p>	<p>n/a</p>	<p>All</p>	<p>Immediate</p>
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Risk of Infection from surroundings	Unlikely	Severe	Medium	<ol style="list-style-type: none"> 1. Encourage visitors to avoid contact with any fences, gates and objects within the clubhouse that they do not need to touch. 2. Doors and windows to be left open to allow air circulation. 3. Door handles and other fittings visitors and staff come into contact with to be disinfected regularly. 4. All cleaning/disinfecting is to be done with paper towels and disposed of immediately after use. 	Yes	n/a	All	Immediate
Risk of Further Infection	Possible	Severe	High	<ol style="list-style-type: none"> 1. Anyone visiting the clubhouse must be entered into the track and trace paperwork located at the entrance. 2. Bar Staff to check track and trace paperwork has been completed before serving visitors. 3. Anyone testing positive within 14 days of attendance must notify the Clubs Covid-19 Officer Andy Stickley. 4. Anyone refusing to give details must be prevented from entry. 5. Track and Trace paperwork must be forward daily to the Stadium Manager for onwards transmission to the Covid-19 Officer (Andy Stickley) 	Yes		All	Immediate

Extra Risk of Infection to Staff	Likely	Severe	High	<ol style="list-style-type: none"> 1. Anyone staff member showing signs or symptoms or living in a household with possible or actual Covid-19 must not attend or participate. 2. Where possible Staff to carry out as many transactions from behind sneeze guard as possible. 3. After handling money staff are to immediately wash hands. 4. Discourage staff from eating or drinking during shift except during rest breaks 5. Staff are to ensure that they wash hands at least once every half hour or after doing any task deemed to carry extra risk. 6. Staff to complete weekly health questionnaire and if at high risk inform Covid-19 Officer (Andy Stickley) immediately 7. Staff must read and sign all risk assessments and adhere to practices and procedures laid down. 8. If staff do not or can not wear PPE for any reason then they are to inform the Covid-19 Officer Andy Stickley and a separate risk assessment for that employee will be carried out. 9. Staff are encouraged to use emollient cream to combat soreness from the extra hand washing. 10. Only PPE provided by the club is to be worn whilst on shift PPE from external sources will not be allowed to worn during shift. 11. All food production and serving must done wearing PPE and strict adherence to Food Safety and Hygiene Regulations. 12. Staff should be encouraged to change into work attire on the premises and carry home in a sealed bag and washed immediately 	Yes		Staff	Immediate
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Risk of Infection to Visitors	Likely	Severe	High	<ol style="list-style-type: none"> 1. Anyone showing signs or symptoms or living in a household with possible or actual Covid-19 must not attend or participate. 2. Direct contact with persons outside individuals immediate bubble must be avoided. 3. Avoidable contact with fixtures and fittings to be encouraged. 4. Payment by contactless where possible. 5. All drinks to be served in plastic glasses. 6. Plastic cutlery to be provided for any food served. 7. Sugar to be served in sachets and wooden stirrers used for hot drinks. 8. Encourage good hygiene. 9. Adherence to signage and regulations in place to monitored by staff and any major breaches challenged. 10. Visitors should be encouraged to follow best practice for travelling to and from games minimising the risk of public transport where possible visitors should walk or cycle. 11. The distribution of blackouts etc where multiple people handle objects should be discouraged 12. Visitors made aware of how information from track and trace will be stored and used. 	Yes	Encourage wearing of face covering where possible	All	Immediate
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General Risk of Infection	Possible	Severe	High	<ol style="list-style-type: none"> 1. Extra hygiene to be ensured. 2. Hands sanitised upon entry to ground 3. Staff and visitors on measures to be implicated. 4. Strict enforcement of regulations in place 5. Visitors to be kept informed of regulations. 6. Anyone attending must inform the clubs Covid-19 Officer Andy Sticklely if they either develop symptoms or test positive within 14 days of attendance. 	Yes	Staff to ensure that rules are strictly adhered to.	All	Immediate
Risk of Infection from treating serious injury	Unlikely	Severe	High	<ol style="list-style-type: none"> 1. Serious injury must be dealt with in accordance with FA guidelines. Which can be found on the FA's website and is titled FIRST AID GUIDANCE FOR RETURNING TO OUTDOOR COMPETITIVE GRASSROOTS FOOTBALL Version: 1.0 Published: 18 July 2020 2. If possible serious injury to be dealt with by person within injured players bubble. 	Yes		All	Immediate

ALL OF THE ABOVE ARE TO BE ADHERED TO AS WELL AS AND NOT INSTEAD OF NORMAL MATCHDAY RISK ASSESSMENT

Bedworth United FC RISK ANALYSIS MATRIX

Use the risk matrix to classify the perceived risk levels and prioritise the action plan

INJURY POTENTIAL SEVERITY	LIKELIHOOD				
	Very Unlikely (freak event)	Unlikely (unlikely sequence of events)	Possible (foreseeable under unusual circumstances)	Likely (easily foreseeable)	Very Likely (common occurrence)
Negligible (no injury/no disturbance)	Low	Low	Low	Low	Low
Slight (first aid injury, or minor disturbance)	Low	Low	Low	Medium	Medium
Moderate (medical treatment injury, or significant disturbance)	Low	Low	Medium	High	High
Severe (injury resulting in lost time, or large disturbance)	Low	Medium	High	High	High
Very Severe (long term disability or fatality, or major disturbance)	Low	Medium	High	High	High