



Westfield FC Risk Assessment







Date	12 th October 2020	Assessed by:	Darren Pasley	Position:	Covid Committee
RA Number	5	Review Date:	30th November 2020		

Summary Statement

Westfield Football club has a duty of care to protect the safety and welfare of its players, management, volunteers, opponents and supporters at all times and must ensure the implementation of safe and effective social distancing and hygiene measures in line with government advice to limit the potential for Covid-19 infection. If at any time the club believes such safety and welfare is potentially compromised it reserves the right to consider cancellation or amendment of any activity while measures are reviewed. All activities will be carried out in line with current government Covid-19 guidelines and are continually reviewed. This risk assessment must be read in conjunction with all other activity and site-specific risk assessments. Whilst the club are doing their best to advise and minimise the risk of COVID-19 the club cant accept any responsibility due to individual actions which could cause infection.

Who Might be Harmed				
Officers	Players	Volunteers	Coaches	Others
The Management Team	Home Players Home Substitutes	Stewards Vendors	Home Coaches Away Coaches	Press Officers Physiotherapist
Match Officials	Away Player Away Substitutes			Kit Man Spectators

PPE		Known Hazards	
			
✓	✓	✓	✓

Equipment Required
<ul style="list-style-type: none"> Sanitising Spray for warm up and match equipment

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- First aid, PPE as per The FA First Aid Guidance
- Hand sanitisers supplied at the Club pitch entrances and exits
- Soap and sanitisers for the toilets
- Waste bins and liners
- Signage

Activity	Task Specific Hazards(s)	Probability				Rating		
		Probability	Severity	Rating		Probability	Severity	Rating
Communication	Infection risk of Covid-19	B	4	Extreme	<p>The Club will follow all the guidelines issued by the Government, The League and The FA for the return of football.</p> <p>Everyone – All Players / Coaches / Volunteers / Club Officials, etc will be provided with access and asked to read The FA “Code of Behaviour”.</p> <ul style="list-style-type: none"> • An email will be sent to all Players / Coaches / Volunteers giving instructions / information on the Home Club’s match day procedures and this will be provided to any visiting teams and Match Officials prior to arrival. • Coaches/Volunteers/ Players/Match Officials/visiting teams will be reassured and instructed to ensure they wash their hands and comply with social distancing. • All visitors are instructed to carry out a self-assessment with regards to COVID-19 symptoms and informed not to come to the stadium, but self-isolate. • Anyone who wishes to shield will be permitted to do so. • All visitors will be provided with a reminder of the symptoms of COVID-19 and the need to follow Government guidelines. • Attendees records to the stadium will be kept for 21 days in line with the Club’s data protection policy and used upon request to comply with the requirements for the NHS Track and Trace. We will implement the NHS Covid-19 system for all players , visitors (including fans) and officials. 	E	2	Low

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					<ul style="list-style-type: none"> Communication will be sent to all with regards to the stadium controls in place by the Club for attendance at training/matches. Club Board / Committee Members responsible for the COVID-19 Policy will observe a number of matches in order to ensure compliance and reminders of compliance is adhered to. Follow Public Health England guidance if a Covid-19 case is reported at the facility 		
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Activity	Task Specific Hazards(s)	Probability				Rating		
		Probability	Severity	Rating		Probability	Severity	Rating
Access Control	Infection risk of Covid-19	B	4	Extreme	<ul style="list-style-type: none"> 2m distancing spacing outside turnstiles with markings Perspex screen to protect Turnstile Operator Contactless payments accepted - Sanitiser station available inside PPE will be provided if medical assistance is required and social distancing is not possible. Hand sanitiser is provided before entering the ground, while inside the ground and exiting the ground. Signage inside the stadium will provide guidance and reminders of social distancing measures. One-way flow system in operation with regular signage inside the stadium- entrance via front of clubhouse and exit from balcony. 	E	2	Low

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		Probability	Severity	Rating		Probability	Severity	Rating
H & S Arrangements and First Aid	Infection risk of Covid-19	B	4	Extreme	<ul style="list-style-type: none"> Medical and PPE provision is available at the ground to follow The FA PPE level requirements for First Aid. First Aiders are advised to wash hands after treatment and record name date and treatment provided for NHS track and trace process. Suitable sanitisation process in place for stadium touchpoints. Signage regarding handwashing and social distancing is displayed. Handwash, sanitiser and wipes are available. Emergency evacuation procedures have been reviewed alongside the fire risk assessment. 	D	2	Low
Activity	Task Specific Hazards(s)	Probability				Rating		
		Probability	Severity	Rating		Probability	Severity	Rating
Break times / half time	Infection risk of Covid-19	B	4	Extreme	<ul style="list-style-type: none"> Players will be reminded to keep social distancing a priority during any breaks. Players will be asked to bring their own named water bottles, hand sanitiser and sun cream for their training or match session which are to be used during, before and after any break. Volunteers/Staff reminded of social distancing. 	E	2	Low
Activity	Task Specific Hazards(s)	Probability				Rating		
		Probability	Severity	Rating		Probability	Severity	Rating
Toilets	Infection risk of Covid-19	B	4	Extreme	<ul style="list-style-type: none"> Toilets will be treated at least every 30 days or as required with sanitising solution that provides up to a 30-day residue to combat COVID-19 and other viruses. 	E	2	Low

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					<ul style="list-style-type: none"> Toilets will be limited to two at a time for each male and female facility. During pitch opening times, the toilets will be checked hourly for consumables and sanitising wipes as required. Use disposable paper towels in handwashing facilities 			
Activity	Task Specific Hazards(s)	Probability				Rating		
		Probability	Severity	Rating		Probability	Severity	Rating
Spectator stands and terracing	Infection risk of Covid-19	B	4	Extreme	<ul style="list-style-type: none"> Spectators are asked to observe social distancing with several reminders around the ground Every other row of seats tapped off. Spectators have the choice of 2 exits to ease congestion 	E	2	Low
Activity	Task Specific Hazards(s)	Probability				Rating		
		Probability	Severity	Rating		Probability	Severity	Rating
Competitive match play and training	Infection risk of Covid-19	B	4	Extreme	<ul style="list-style-type: none"> Safety briefings prior to competitive activities should be provided reminding participants of The FA 'Code of Behaviour' and the requirement to social distance during breaks in play. Pre-match handshakes will not happen. Instead players will be asked to hand-sanitise before kick-off. Team talk huddles should not take place. Team talks can take place, as long as social distancing is observed. Warm-ups/cool-downs should always observe social distancing. All substitutes to sit in allocated stand or remain behind the barrier Only coaches and medical team allowed in the dugout area. 	E	2	Low

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					<ul style="list-style-type: none"> Maximum of 3 seated and 2 standing in dug out Match preparation meetings by Officials should be held pitch side or in allocated stand. Goalkeepers to disinfect their gloves regularly. No ball boys Match balls to be cleaned before, at half time and post-match. 		
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Activity	Task Specific Hazards(s)	Probability			Severity	Rating		
		Probability	Severity	Rating		Probability	Severity	Rating
Changing rooms / showers	Infection risk of Covid-19	B	4	Extreme	<ul style="list-style-type: none"> Changing rooms/shower rooms will be used for matches where required to do so by the League. However, all team and Officials will be asked to attend the match already changed. All players/Coaches/ Match Officials are requested to shower at home after matches. Where changing rooms/showers are to be used then they will be treated at least every 30 days or as required with sanitising solution that provides up to a 30-day residue to combat COVID-19 and other viruses. (Appendix A to Stage 1 RAMS document). Changing room windows will be open to allow for ventilation. Only authorised personnel to access changing rooms and each will be clearly marked with the maximum number of individuals permitted access and this communicated to all teams and Officials. For teams this is a maximum per 8 	E	2	Low
Activity	Task Specific Hazards(s)	Probability			Severity	Rating		

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Activity	Task Specific Hazards(s)	Probability	Severity	Rating	Severity	Probability	Severity	Rating
Travelling, car parking and external areas outside the football ground	Infection risk of Covid-19	B	4	Extreme	<ul style="list-style-type: none"> All participants will be reminded of the need to comply with the latest Government legislation for travelling to and from matches. Users of Local Authority car parks and the park area are reminded to maintain social distancing and follow Government guidelines. Club will not authorise the sharing of vehicles unless family members but will advise participants of the importance of vehicle hygiene, personal hygiene, ventilation and face masks should a situation arise where it may occur. For afternoon games parking passes may be required if staying longer than 3 hours. These passes are to now be held outside the entrance on a table for any visitors to collect and handle 			
Club House & Bar & Catering Units	Infection risk of Covid 19	B	4	Extreme	<ul style="list-style-type: none"> No boardroom hospitality due to limited space Contactless payments where possible Clear 1 min distance guild-lines installed at bar and teahut One-way system in operation Social distancing to be observed on the balcony Balcony to be restricted for busy games Downstairs teahut to be opened to ease bar traffic flow Masks must be worn when not seated inside the club house Take away service at the bar with separate point for collection. Food and drink can only be consumed at a table inside the clubhouse or taken outside. Bar staff to wear masks or PPE 	D	2	Low

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Post-Match	Infection risk of Covid 19	B	4	Extreme	<ul style="list-style-type: none"> Food to be issued to players and match officials ready served to avoid risk of infection a buffet could increase Match officials to be paid contactless Please collect all litter and dispose of in the bins provided 	D	2	Low
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Ensure that you always follow social distancing measures. If you are unsure of any processes, then please ask.

RISK MATRIX		Severity				
		1: Insignificant	2: Minor	3: Moderate	4: Major	5: Catastrophic
Likelihood	A: CERTAIN (> 90%)	Moderate	High	EXTREME	EXTREME	EXTREME
	B: LIKELY (50 to 90%)	Moderate	Moderate	High	EXTREME	EXTREME
	C: POSSIBLE (20 to 49%)	Low	Moderate	High	EXTREME	EXTREME
	D: UNLIKELY (5 to 19%)	Low	Low	Moderate	High	EXTREME
	E: RARE (<5%)	Low	Low	Moderate	Moderate	High

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0= Not in place

1= In Progress

2= Completed

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