



HORBURY TOWN JUNIORS FC COVID-19 SAFEGUARDING RISK ASSESSMENT



Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS-CoV) and Severe Acute Respiratory Syndrome (SARS-CoV). Novel coronavirus (COVID-19) is a new strain of coronavirus that affects your lungs and airways. HTJFC understands the risks associated with this virus and this document sets out how we can re-start football activity in a safe way.

EVENT DETAILS		VENUE DETAILS	
EVENT		VENUE NAME AND ADDRESS	
Training sessions / Match day	AGE GROUP:	Slazengers Sports & Social Club Southfield Lane Horbury Wakefield WF4 5BH	
CLUB LEAD NAME, ROLE FOR SESSION AND CONTACT NUMBER			
SECOND ADULT NAME, ROLE FOR SESSION AND CONTACT NUMBER			
DESIGNATED SAFEGUARDING PERSON NAME AND CONTACT DETAILS		VENUE LEAD CONTACT NAME AND CONTACT NUMBER	
Claire Pedlow CWO/COVID-19 Officer - 07876 213565		Paul Howard – Chairman - 07876 680811	

CLUB POLICIES AND PROCEDURES BEING FOLLOWED	YES	NO	EMERGENCY PROCEDURES				
Safeguarding Children	✓		Emergency Action Plan	YES	✓	No	
Social Media Use	✓		Location of nearest defibrillator	Café / Top club house			
Use of photograph and filming	✓		Emergency vehicle access	Off Dudfleet Lane			
Anti-bullying	✓		Air Ambulance landing station	Senior pitch/field			
Code of Conduct, including acceptable behaviour	✓						
Equality, diversity and inclusion	✓		INSURANCE COVER			YES	NO
Parent/Carer consent	✓		Personal Accident and Public Liability insurance cover			✓	

Area of risk	Nature of risk	Who may be harmed	Risk rating (prior to implementation of control measures) High/Medium/Low	Control measures required	Person/s responsible for implementing control measures	Risk rating (post implementation of control measures) High/Medium/Low	Further Actions to be taken and by whom
Travelling to / from the venue	Transmission of virus	EVERYONE (i.e. players, coaches, match officials, league officials, volunteers, parents/carers, spectators, clubs and football facility providers)	Medium	<p>All participants and other attendees should follow best practice for travel. People from a household or support bubble can travel together in a vehicle. If participants do have to travel with people outside their household or support bubble they should try to:</p> <ul style="list-style-type: none"> • Share the transport with the same people each time; • Keep to small groups of people at any one time; • Open windows for ventilation; • Face away from each other; • Clean the car between journeys using standard cleaning products – including door handles and other areas that people may touch; • Ask the driver and all passengers to wear a face covering; • Consider seating arrangements to maximise distance between people in the vehicle – this may mean using more than one coach or minibus if possible, and the wearing of face coverings on coaches or minibuses; • Require regular hand sanitisation by passengers on a coach or minibus; 	Parents/Carers	Low	Regular monitoring by Coaches and Club COVID-19 Officer

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Travelling to / from the venue (cont'd)				<ul style="list-style-type: none"> • Limit the time spent at garages, petrol stations and motorway services; • Keep distance from other people and if possible, pay by contactless; • Wash hands for at least 20 seconds or sanitise hands often, and always when exiting or re-entering the vehicle; • When finishing the journey participants should wash their hands for at least 20 seconds or sanitise their hands as soon as possible. 			
Social Distancing 2 metre/1 metre plus rule	Transmission of virus To stop the spread of coronavirus (COVID-19), you should avoid close contact with anyone you do not live with.	Everyone	High/Medium	2 metre social distancing should be observed at all times where possible. Where not possible, '1 metre plus' distancing should be observed. All signage must be observed at all times.	Coaches Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer
Entry to venue	Transmission of virus Congestion/contact Lack of Social distancing Poor Hygiene	Everyone	High	Everyone must enter one at a time following one way signs. Whilst waiting to enter the venue social distancing must be observed. Everyone must wash their hands using the sanitiser provided.	Coaches Club COVID-19 Officer	Medium	Regular monitoring by Coaches and Club COVID-19 Officer Sanitiser to be replenished regularly
NHS Track and Trace	Failure to comply could result in unnecessary outbreak.	Everyone	High	Every household entering the venue will be required to complete an NHS Test and Trace document detailing name and contact number.	Coaches Club COVID-19 Officer	Medium	Information will be held by the coach and COVID-19 Officer for a minimum of 21 days in compliance with GDPR.

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COVID-19 Symptoms	Transmission of virus	Everyone	High	All players, officials, volunteers and spectators must undergo a self-assessment for any COVID-19 symptoms before entering the venue. Checklist to be displayed. No session will take place if this is not done. If an individual has demonstrated any symptoms they must not participate.	Coaches Club COVID-19 Officer	Medium	Regular monitoring by Coaches and Club COVID-19 Officer
Car Park	Transmission of virus Congestion/contact Lack of Social distancing Injuries	Everyone	High/Medium	Session start/finish times will be staggered to avoid congestion with a recommended 10 minute gap to avoid congestion.	Coaches Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer
Changing rooms and showers	Transmission of virus	Everyone	High	The use of the changing rooms and showers will not be permitted.	Coaches Club COVID-19 Officer	Low	
Toilets	Transmission of virus	Everyone	High	Toilets will be open before, during and after each session. There will be a one in one out procedure in operation. Handwashing is mandatory. Toilets will be disinfected with a disinfectant spray on opening and locking up.	Coaches Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer Cleaning equipment to be replenished regularly
Cafe	Transmission of virus	Everyone	High	The café will remain closed until further notice. Participants may bring their own refreshments to the venue but must dispose of litter in the bins provided.	Everyone	Low	Committee to review during the season



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Players area	Transmission of virus Lack of Social distancing	Players	High	Each player will bring a named water bottle and names hand sanitiser (no sharing is permitted) and will place it in a designated socially distanced area. All other personal belongings to be placed here. During breaks and half time players to return to this area and remain socially distanced. Handshakes, high fives and goal celebrations are not permitted.	Coaches Club COVID-19 Officer	Low	Regular monitoring by Coaches and Club COVID-19 Officer
Parents Area	Transmission of virus Lack of Social distancing	Parents Spectators Volunteers	High	Supporters, parents, and other spectators should remain socially distanced whilst attending events. Spectator groups will be restricted to discrete six-person gathering limits and spread out, in line with wider Government guidance, ensuring space for officials, coaches and substitutes. Areas will be coned appropriately for both home and away spectators. Supporters, parents, and other spectators must remain behind the respect barrier at all times, which will be set at 2 metres from the touchline (or 1 metre plus where pitches do not allow for 2 metres).	Coaches Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer

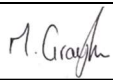
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Player's Kit	Transmission of virus	Parents Players	Medium	Parents/carers are responsible for any cleaning / sanitising of the player / boots / kit at the conclusion of the session.	Parents/Carers	Low	Parents to be reminded regularly by coaches that clean kit must be worn to every session.
Equipment – during session	Transmission of virus	Everyone	High	The sharing of equipment must be avoided where possible. Where equipment is shared, equipment must be cleaned before use by another person. Communal use of bibs is not permitted but may be issued to players as part of their kit who must bring them clean to each session and not shared.	Coaches Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer Cleaning equipment to be replenished regularly
Ball transfer	Transmission of virus	Everyone	High	When the ball goes out of play it should not be retrieved by non-participants and should be retrieved using the feet rather than the hands where possible. Where there are breaks in the game, or training, if throw-ins or handling has occurred the ball should be disinfected.	Coaches Club COVID-19 Officer	Medium	Regular monitoring by Coaches and Club COVID-19 Officer Cleaning equipment to be replenished regularly
Players – during warm up/cool down	Transmission of virus Lack of Social distancing	Players Coaches	High/Medium	Warm-ups/cool-downs will always observe social distancing.	Coaches Club COVID-19 Officer	Low	Regular monitoring by Coaches and Club COVID-19 Officer
Team Talk Huddles	Transmission of virus Lack of Social distancing	Players Coaches	High	Team talk huddles will not take place. Team talks can take place, as long as social distancing is observed and held outdoors.	Coaches Club COVID-19 Officer	Low	Regular monitoring by Coaches and Club COVID-19 Officer
Players – during training/game	Transmission of virus Lack of Social distancing	Players Coaches	High	In outdoor competitive training and matches, physical contact is allowed. Substitutes will observe social distancing in a designated area. Players will also observe social distancing during sin-bin instances.	Coaches Club COVID-19 Officer	Medium	Regular monitoring by Coaches and Club COVID-19 Officer


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Players – during breaks	Transmission of virus Lack of Social distancing	Players Coaches	High	All participants must remain socially distanced during breaks in play, with spaced areas for equipment and refreshment storage for each individual including officials and substitutes. Drinks and hand sanitisers must not be shared.	Coaches Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer
Equipment - during breaks	Transmission of virus	Everyone	High/Medium	Goal posts, corner flags and footballs will be wiped down before matches, after matches and at half time using wipes and sprays provided by the club.	Coaches Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer Cleaning equipment to be replenished regularly
Coaches during training/games	Transmission of virus Lack of Social distancing	Coaches Players	Medium	Coaching staff and substitutes, will spread out so that social distancing can be observed. Players and officials should also observe social distancing during sin-bin instances.	Coaches Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer
Injuries / medical assistance	Transmission of virus Lack of Social distancing	Coaches Players	High	If a participant gets injured, a member of their household can assist if present and appropriate, but others (including match officials and teammates and coaches) will still need to socially distance unless a life- or limb-threatening injury necessitates compromising guidelines to provide emergency care. All coaches will be provided with the FA's supporting medical guidance.	Coaches Club COVID-19 Officer	Medium/Low	Coaches to ensure all First Aid kits contain appropriate PPE and are regularly maintained

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Shouting	Transmission of virus	Everyone	High/Medium	There is an additional risk of infection in close proximity situations where people are shouting or conversing loudly. This particularly applies indoors (e.g. inside clubhouses) and when face to face. If possible, players should therefore avoid shouting or raising their voices when facing each other during, before and after games. This is included within The FA's Code of Behaviour (see Appendix 1).	Coaches Parents Players Club COVID-19 Officer	Medium/Low	
Spitting	Transmission of virus	Everyone	High	Everyone should refrain from spitting. If you need to sneeze or cough, you must do so into a tissue or upper sleeve and must avoid touching your face. Tissues must be disposed of in a sealed bin as soon as possible.	Coaches Parents Players Club COVID-19 Officer	Medium/Low	
Chewing gum	Transmission of virus	Everyone	High	Chewing gum is not permitted anywhere in the venue as if spat out or rolled into a ball and taken out it poses a high risk of cross contamination. Disciplinary measures are in place in relation to spitting and chewing gum which could result in removal from the venue.	Coaches Parents Players Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer
Post-game debrief	Transmission of virus Lack of Social distancing	Everyone	High/Medium	After activity participants must maintain government mandated social distancing for social interaction. Spectators must observe social distancing at all times.	Coaches Club COVID-19 Officer	Low	Regular monitoring by Coaches and Club COVID-19 Officer

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Post session clear up	Transmission of virus Lack of Social distancing	Everyone	High/Medium	All equipment will be cleaned thoroughly before being stored in the designated storage area, using the wipes and sprays provided by the club. Parent volunteers are still encouraged to help with the post session clear as long as cleaning protocols are adhered to. All rubbish will be collected and put in designated bins. Social distancing to be observed at all times.	Coaches Parents Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer Cleaning equipment to be replenished regularly
Leaving the venue	Transmission of virus Lack of Social distancing	Everyone	High/Medium	As soon as the session is over all participants must leave the venue as quickly as possible following the one way system through the gate. It is recommended that hand sanitisers are used on leaving. Participants should enter their own vehicles and leave immediately.	Coaches Parents Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer Sanitiser to be replenished regularly
Facilities	Transmission of virus	Everyone	High/Medium	Coaches must ensure that the venue is clear and all equipment has been cleaned using the cleaning products provided by the club and stored correctly in their designated areas. The toilet must be cleaned and sprayed with disinfectant spray. All high contact touch points such as door handles, gates, rails and locks must be cleaned before leaving the venue.	Coaches Club COVID-19 Officer	Medium/Low	Regular monitoring by Coaches and Club COVID-19 Officer Cleaning equipment to be replenished regularly

RISK ASSESSMENT COMPLETED BY:		CHECKED BY CLUB COMMITTEE MEMBER/S:	
NAME:	CLAIRE PEDLOW	NAME:	PAUL HOWARD
CLUB ROLE:	CLUB WELFARE OFFICER/COVID-19 OFFICER	CLUB ROLE:	CHAIRMAN
SIGNATURE:		SIGNATURE:	
DATE:	31.07.20	DATE:	31.07.20

NAME:	MARTIN GRAYSTON
CLUB ROLE:	VICE CHAIRMAN
SIGNATURE:	
DATE:	31.07.20

NAME:	SARAH KIRBY
CLUB ROLE:	CLUB SECRETARY
SIGNATURE:	
DATE:	31.07.20

NOTE:
TO BE REVIEWED BY 31 December 2020, subject to change in line with Government advice.