

# HTWFC Risk Assessment: COVID-19



Area of Risk	Additional Risk to Children / Disabled People	Risk Rating	Solution / Mitigation		Responsibility
			Details	Rating	
<p><b>Safety briefings</b></p> <p>Ensure that officials and players are up-to-date with all requirements.</p>	<p>May find guidelines more difficult to understand or remember.</p>	<p>Medium</p>	<p>COVID officer continually monitors compliance within the club.</p> <p>Safety briefing (pitched to the age of the players) to be provided to players and officials before commencement of any competitive football fixture.</p>	<p>Amber as individuals involved, requirements and procedures likely to change regularly.</p>	<p>Club COVID officer.</p>

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<p><b>Symptomatic individual planning to attend session</b></p>	<p>Individual displays any of the following symptoms:</p> <ul style="list-style-type: none"> <li>- High temperature (above 37.8°C)</li> <li>- New continuous cough</li> <li>- Shortness of breath or sore throat</li> <li>- Loss of or change in normal sense of taste or smell</li> <li>- Feeling unwell</li> <li>- Has been in close contact with or living with a suspected or confirmed case of COVID-19 in the previous two weeks</li> </ul>	<p>Requires assessment by responsible adult.</p>	<p>Very high</p>	<p>Every individual staying at the session (player/ staff/ spectator, etc) must complete the self-screen checklist before setting off for each session. Any individual displaying even one symptom should not travel to the training session and follow Government Guidance.</p> <p>Any individual becoming symptomatic during a session will be immediately removed and arrangements made for them to safely return home as soon as possible.</p>	<p>Amber as relatively new procedure.</p> <p>Coaches to confirm that each individual completed the self-screen check list before attending and that all checks were negative. Any individual failing to self-check before arrival will be asked the health check questions before joining any group. If they show even one symptom, the individual should arrange to safely return home.</p>	<p>Responsible adult or each individual.</p>
<p><b>Symptomatic individual in household</b></p>	<p>Any member of the household displays symptoms such as a high temperature, a new, continuous cough or a loss of or change to smell or taste.</p>	<p>Requires assessment by responsible adult.</p>	<p>Very high</p>	<p>Follow NHS advice for symptom management. Stay at home until an NHS practitioner advises that isolation is no longer required.</p>	<p>Amber as relatively new procedure. Implement in line with guidance, note impact and review.</p>	<p>Responsible adult or each individual.</p>

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<b>Contact with symptomatic individual</b>	Any member of the household has been in contact with a symptomatic individual within 14 days.	Requires assessment by responsible adult.	Very high	Stay at home until an NHS practitioner advises that isolation is no longer required.	Amber as relatively new procedure. Implement in line with guidance, note impact and review.	Responsible adult or each individual.
<b>Extremely vulnerable individuals</b>	Individual is extremely vulnerable on health grounds.	Requires assessment by responsible adult.	Very high	Stay at home until an NHS practitioner advises that isolation is no longer required.	Amber as relatively new procedure. Implement in line with guidance, note impact and review.	Responsible adult or each individual.
<b>Individual later tests positive for COVID-19</b>	Any individual who has recently asymptotically attended a session tests positive for COVID-19.	Requires assessment by responsible adult.	Very high	<p>Keep a register of all attendees, to help manage 'NHS test and trace', if an infection is reported to someone present. Data should be stored for a minimum of 21 days and following all relevant legislation including Data Protection and GDPR.</p> <p>Any person who becomes infected following activity should report this to NHS track and trace in the first instance.</p>	Amber as new procedure but easily implemented. Implement in line with guidance, note impact and review.	Responsible adult or each individual.

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<p><b>Social distancing:</b> <b>Players</b></p>	<p>Virus transferable between players over short distances.</p>	<p>May find social distancing more challenging and require frequent reminders.</p>	<p>High</p>	<p>Stay a minimum of 2 metres away from anyone not part of the same household during non-contact times including arrival and departure, during team talks, warm-up, cool down and breaks, on substitutes bench, etc. Use ground markers to indicate work areas.</p> <p>If space allows, increase social distancing between players during heavy exertion. Limit persistent close proximity of participants. Avoid prolonged set-up for set pieces and unnecessary close contact including handshakes, huddles and goal celebrations. Avoid raising voices or shouting when in close face-to-face proximity with others.</p>	<p>Amber as guidelines and procedures are relatively new to all.</p> <p>Coaches to regularly remind all individuals of guidelines and speak individually to any player having difficulty following the guidance.</p> <p>Implement in line with guidance, note impact and review.</p>	<p>Every individual</p>
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<p><b>Social distancing:</b> <b>Coaches / Non-playing Staff</b></p>	<p>Virus transferable between individuals over short distances.</p>	<p>N/A</p>	<p>High</p>	<p>Social distancing guidelines to be followed at all times.</p> <p>Stay a minimum of 2 metres away from anyone not part of the same household/ bubble at all times including during any team talks and pitch-side/in dugout.</p>	<p>Amber as guidelines and procedures are relatively new to all.</p> <p>Coaches to regularly remind all individuals of guidelines and speak individually to any individual having difficulty following the guidance.</p> <p>Implement in line with guidance, note impact and review.</p>	<p>Every individual</p>
<p><b>Hand hygiene</b></p>	<p>Virus present on hands transferable to other surfaces and players.</p>	<p>Requires observation by responsible adult.</p>	<p>High</p>	<p>Enforce strong hand hygiene practices. Each player must provide their own named hand sanitiser.</p> <p>Wash hands with soap and water or sanitise thoroughly with solution containing minimum 60% alcohol at the beginning and end of the session, before and after any game and during each scheduled break throughout a game or training session.</p>	<p>Amber as new procedure but easy to implement.</p>	<p>Every individual</p>

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<p><b>Football related equipment</b></p>	<p>Virus present on equipment transferable to players.</p>	<p>May find not touching equipment more challenging and require frequent reminders.</p>	<p>High</p>	<p>All equipment should be handled as little as possible by as few people as possible. Minimise equipment sharing. Sanitise all equipment before and after each session and between uses.</p> <p>Regularly sanitise balls handled by more than one person and touch points including goalposts and corner flagpoles with disinfectant wipes.</p> <p>Balls going out of play should be retrieved by participants, using the feet where possible.</p> <p>Bibs must be washed after each session and must not be shared.</p> <p>Goalkeepers must regularly disinfect their gloves in breaks in training or matches and thoroughly afterwards.</p>	<p>Amber as guidelines and procedures are relatively new to all.</p> <p>Coaches to regularly remind players of guidelines and speak individually to any player having difficulty following the guidance.</p> <p>Implement in line with guidance, note impact and review.</p>	<p>Every individual</p>
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<b>Personal equipment</b>	Virus present on equipment transferable to players.	May find not sharing equipment more challenging and require frequent reminders.	High	No sharing of personal equipment.  Each player must provide their own named water bottle, hand sanitiser, sun cream and any required medication such as inhalers.  Players should take their own kit home to wash.	Amber as new procedure but relatively easy to implement.	Every individual
<b>Travel and transport</b>	Virus readily transferred in confined spaces e.g. vehicles.	Requires assessment by responsible adult.	High	Participants should follow government travel guidelines including minimising use of public transport and walking or cycling if possible.  Travel in the same vehicle should be limited to those from the same household or support bubble as far as possible. Where this is not possible, Government car-sharing guidance should be followed.	Amber as relatively new procedure.  Re-circulate advice in response to government update to guidelines.	Responsible adult or each individual.

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<p><b>Arrival and departure</b></p>	<p>Increased virus transmission in large groups.</p>	<p>May find social distancing more challenging and require frequent reminders.</p>	<p>High</p>	<p>Entry, exit, parking, traffic flow and general movement will be managed with clear signage and one-way system where required to ensure social distancing can be maintained.</p> <p>At venues where multiple activities may take place, timings should be staggered where possible to avoid congregation of groups.</p> <p>Players, officials and spectators (if applicable) should arrive shortly before the session is due to begin and depart promptly after it finishes.</p>	<p>Red for sessions with spectators as different individuals likely to be involved each time. procedure. May require overseeing.</p> <p>Amber for training sessions or sessions with no spectators as players and non-playing staff briefed and updated as necessary.</p> <p>Officials to regularly remind attendees of guidelines and speak individually to anyone having difficulty following the guidance.</p> <p>Implement in line with guidance, note impact and review.</p>	<p>Each individual</p>
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<p><b>Bodily fluids</b></p>	<p>Virus particles from respiratory secretions transferable over a wide area.</p>	<p>May find this more challenging and require frequent reminders.</p>	<p>High</p>	<p>Cough/sneeze into a disposable tissue which is then disposed of safely, or into the bend of your arm if no tissue is available.</p> <p>Sanitise hands thoroughly following any cough or sneeze.</p> <p>Avoid touching the face.</p> <p>No spitting.</p> <p>No chewing gum.</p>	<p>Amber as relatively new procedure. Implement in line with guidance, note impact and review.</p>	<p>Each individual</p>
<p><b>Physios</b></p>	<p>Virus transferable between individuals over short distances.</p>	<p>N/A</p>	<p>Very high</p>	<p>Physios should avoid physical contact with players where possible.</p> <p>Where this is essential, the physio should wear appropriate PPE, any equipment should be sanitised before and after use and contact should be for a maximum of 15 minutes.</p>	<p>Amber as new procedure but easy to implement.</p>	<p>Physio(s)</p>

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<p><b>First Aid / Injuries</b></p>	<p>Virus transferable between individuals over short distances.</p>	<p>May find this more challenging and require frequent reminders.</p>	<p>High</p>	<p>Only members of the same household may aid an injured player; others must observe social distancing unless the injury is life or limb-threatening and therefore necessitates compromising guidelines to provide emergency care.</p> <p>First aiders providing such emergency care to wear appropriate personal protective equipment.</p>	<p>Amber as guidelines and procedures are relatively new to all.</p>	<p>First Aiders</p>
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<p><b>Changing Rooms</b></p>	<p>Virus readily transferred in indoor spaces.</p>	<p>May find it more challenging to remember to change before setting off to training.</p>	<p>Very high</p>	<p>Players/officials should arrive in kit with tracksuit over.</p> <p>Use of changing and facilities must be minimised and staggered to ensure social distancing is maintained, and follow Government advice on the use of indoor facilities. Any signage to aid flow and social distancing should be followed.</p> <p>Regular and thorough cleaning will be implemented.</p> <p>Post-match showers should be taken at home.</p>	<p>Amber as new procedure but all players and non-playing staff briefed. May require overseeing.</p> <p>Officials to regularly remind attendees of guidelines and speak individually to anyone having difficulty following the guidance.</p> <p>Implement in line with guidance, note impact and review.</p>	<p>Every individual</p>
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<p><b>Toilet Facilities</b> Virus readily transferred in indoor spaces and on toilet surfaces.</p>	<p>May find it more challenging to follow directional and social-distancing signage.</p>	<p>Very high</p>	<p>Toilets should be open pre-match or training, during the match or training and for 30 minutes afterwards.</p> <p>Regular and thorough cleaning will be implemented. Where necessary, directional signage and limited capacity should be implemented to ensure social distancing is maintained. Face-coverings should be worn.</p>	<p>Amber as relatively new procedure. May require overseeing.</p> <p>Officials to regularly remind attendees of guidelines and speak individually to anyone having difficulty following the guidance.</p>	<p>Every individual</p>
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<p><b>Indoor Facilities including Clubhouse / Refreshment Kiosk</b></p>	<p>Virus readily transferred in indoor spaces.</p>	<p>May find it more challenging to remember to maintain social distancing.</p>	<p>Very high</p>	<p>Clear signage to be used to ensure social distancing is maintained at all times, including when queuing.</p> <p>Government guidelines regarding the wearing of appropriate face-coverings to be followed indoors (unless exempt for e.g. medical reasons).</p> <p>Regular and thorough cleaning to be implemented.</p>	<p>Amber as relatively new procedure. Government guidelines may change; note impact and review. May require overseeing.</p> <p>Officials to regularly remind attendees of guidelines and speak individually to anyone having difficulty following the guidance.</p>	<p>Every individual</p>
<p><b>Spectators</b></p>	<p>Increased virus transmission in large groups.</p>	<p>Requires observation by responsible adult.</p>	<p>High</p>	<p>Spectators should follow government guidance relating to social gatherings and social distancing.</p> <p>Avoid congregating at the venue; remain in vehicles for drop-off/pick-up.</p>	<p>Amber as procedure subject to change dependent on government guidelines.</p> <p>Officials to regularly remind attendees of guidelines and speak individually to anyone having difficulty following the guidance.</p>	<p>Responsible adult or each individual.</p>

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<b>Team Sheets / Match Programmes and other paperwork</b>	Virus easily transmittable on paper.	N/A	High	Where possible, team sheets, match programmes and other paperwork will be provided online.	Amber as new procedure but easy to implement.	Match officials/HTWFC Committee
<b>Payments</b>	Virus easily transmittable on cash.	N/A	High	Any payments should be electronic, cashless and contactless where possible.	Amber as new procedure but easy to implement.	Match officials/HTWFC Committee



Risk Description		Potential Risk Level	Action	Responsibility
<b>Minimum group size</b>	Ensure safeguarding of under 18s.	High	No one-to-one training to be carried out with under 18s unless a parent is present.  Required adult to child ratio for age group must be followed.	Coaching team
<b>Goalposts (permanent and temporary)</b>	Danger of collapsing	Medium/high	Check goalposts before each session. Do not use if dangerous.	Coaching team
	Injuries from corroded/sharp metal	Medium/high		
<b>Weather</b>	Extreme weather	Low/medium	Monitor weather forecast and current conditions.  Cancel/abandon session in extreme weather conditions.	Coaching team
<b>Pitch</b>	General state including uneven ground, presence of holes, foreign objects, etc.	Medium/high	Check pitch before each session.  Remove foreign objects. Avoid damaged areas.	Coaching team
<b>Balls</b>	Pumped to appropriate pressure.	Low	Check balls before each session.  Inflate/deflate as necessary.	Coaching team



Risk Description		Potential Risk Level	Action	Responsibility
<b>Footwear</b>	Appropriate footwear for surface; studs on grass, AstroTurf boots or trainers on other playing surfaces.	Low	Check footwear before each session.	Coaching team
	Studs securely attached and in good condition.	Low	Remove participants with inadequate footwear from	
<b>Jewellery</b>	All jewellery removed or securely taped up.	Low	Check jewellery before each session.  Remove non-compliant players from session.	Players
<b>Hair</b>	Securely tied back	Low	Check hair before each session.  Remove non-compliant players from session.	Players
<b>Conduct of Players</b>	FA rules should be followed.	Low	Caution non-compliant players or remove from session.	Players
<b>Physical injuries from normal play</b>	Players should warm-up and cool-down properly for every training session.	Low	At least one coach with a relevant and up-to-date first aid qualification present at all times.	Coaching team
	Players with existing injury or medical complaint should make these known to the coaching team.	Medium		Players
	Access to adequately stocked first aid kit.	Low	Check contents of first aid kit regularly and replace/restock as necessary.	Coaching team



<b>Risk Description</b>	<b>Potential Risk Level</b>	<b>Action</b>	<b>Responsibility</b>
<b>Dehydration/ Exhaustion</b> All participants bring adequate drinks.	Low	Coaches ensure all players have adequate drinks available before each session.  Remove non-compliant players from session.	Players