



# HEALTH & SAFETY RISK ASSESSMENT

<b>Venue</b>	Paringdon Sports & Social Club Paringdon Road Harlow Essex CM19 4QT	<b>Area(s)</b> External Astro Turf External Pitches Internal Bar & Toilets	All Levels
<b>Event(s)</b>	Training Sessions & Football Matches		
<b>Contact Details</b>		<b>Affected Persons</b>	Yes/No
Paringdon Sports & Social Club	Leon Bethall – 01279 418411 leon@paringdonsports.com	Players	Yes
Takeley U15's	Gregg Pike – 07768425672 gregg@switchnetsys.com	Coaches	Yes
Takeley Football Club		Parents/Guardians	Yes
<b>APPOINTED COVID TEAM MEMBERS:</b>			
Gregg Pike – 07768 425672 gregg@switchnetsys.com Darren Beckwith – 07789 866991 bazzabeckwith@hotmail.co.uk Patrick Arnold – 07815 732509 pat-arnold@hotmail.com Danielle To – 07904 922973 Danielle to' <danitoohy@hotmail.com			
<b>COMMENTS:</b>			
Takeley Youth FC U15's has a responsibility to ensure the safety of all participants and those in attendance. It should be remembered that the training sessions and matches undertaken by Takeley Youth FC U15's will create interaction with others and thus cannot be viewed in isolation. The sessions and matches require all participants to be aware of the hazards and risks created before sessions/matches begin and in doing so ensure controls are in place. It must be remembered that the assessment of risk is an evolving process and therefore should not be viewed in isolation. The overall level of risk needs to include such areas as participation, parents/guardians present, equipment, venue, travel, first aid, PPE etc.			
<b>Identified Hazards – mark as appropriate</b>			
<b>Contact with</b>			
Parents Brief	<b>X</b>	Coaching Equipment	<b>X</b>
		Toilets/Washing Facility	<b>X</b>
Consent to Participate Forms	<b>X</b>	Participants Equipment	<b>X</b>
		Hygiene Protocols	<b>X</b>
Car Park Access	<b>X</b>	Venue Equipment	<b>X</b>
		Changing/Showers	<b>X</b>
Drop off/Pick Up	<b>X</b>	Confined Spaces	<b>X</b>
		Clubhouse	<b>X</b>
Travel Arrangements	<b>X</b>	Managing Somebody Who Becomes Symptomatic	<b>X</b>
		Spectators/Parents & Guardians	<b>X</b>
Access To Facility	<b>X</b>	Managing Injuries	<b>X</b>
<b>PARENT/GUARDIANS COMMENTS:</b>			



## HEALTH & SAFETY RISK ASSESSMENT RECORD

<b>Risk Assessment No.:</b> 01		<b>Site:</b> Paringdon Sports & Social Club	<b>Activity:</b> Training Sessions & Matches	<b>Date:</b> 28/07/2020										
Persons Exposed	Players	Coaches	Parents/Guardians	Total at Risk	Assessor	Gregg Pike								
	16	2	Min. 16 but possibly more	Unknown										
<b>RISK (R)= Likelihood (L) x Severity (S)</b>		<b>LOW RISK</b>	<b>MODERATE RISK</b>	<b>HIGH RISK</b>										
<b>Likelihood</b>	N/A					<b>A</b>								
	N/A													
	3			<b>B</b>										
	2													
	1	<b>C</b>												
		<b>1</b>	<b>2</b>	<b>3</b>	<b>N/A</b>	<b>N/A</b>								
				<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b>Likelihood (L)</b></td> <td style="width: 50%;"><b>Severity (S)</b></td> </tr> <tr> <td>Rating 1 Never happens</td> <td>Rating 1 Low</td> </tr> <tr> <td>Rating 2 Rarely happens</td> <td>Rating 2 Medium</td> </tr> <tr> <td>Rating 3 May happen</td> <td>Rating 3 High</td> </tr> </table>			<b>Likelihood (L)</b>	<b>Severity (S)</b>	Rating 1 Never happens	Rating 1 Low	Rating 2 Rarely happens	Rating 2 Medium	Rating 3 May happen	Rating 3 High
<b>Likelihood (L)</b>	<b>Severity (S)</b>													
Rating 1 Never happens	Rating 1 Low													
Rating 2 Rarely happens	Rating 2 Medium													
Rating 3 May happen	Rating 3 High													
Assessor				Gregg Pike										
Date of Assessment				28/07/2020										
Assessment Review Date				01/10/2020										

HAZARD	Factors of Harm		Risk (multiple of likelihood & severity)	Control Measures	Control Implemented By
	Likelihood	Severity			
Parents/Guardians Brief	1	1	2	<ul style="list-style-type: none"> <li>All parents/guardian to receive a copy of this risk assessment and are to acknowledge receipt and their consent for their child to participate</li> <li>Parents/guardians to be provided with a link to all FA published guidelines</li> <li>Parents/guardians to receive updated information as and when published/required</li> <li>Parents/guardians to be notified of appointed covid team members</li> <li>Parents/guardians to adhere to published risk assessment always and to assist with upholding when and where possible</li> </ul>	COVID Team Members/Parents/Guardians
Consent to Participate Forms	1	1	2	<ul style="list-style-type: none"> <li>All players, officials, volunteers, and spectators must undergo a self-assessment for any Covid-19 symptoms. No one should leave home to participate in any football activities if they or someone they live with, has any Covid-19 related symptoms</li> </ul>	COVID Team Members/Parents/Guardian

				<ul style="list-style-type: none"> <li>This check should be carried out before each training session and match and must be recorded on the supplied "Player Self-Screening Check List" form which needs to be signed, dated and handed in prior to either of the coaches or appointment Covid-19 team members. Without a completed signed and dated form, child WILL NOT be able to participate in that session.</li> <li>As part of the consent to participate, it is the parents/guardians responsibility to ensure their child has required own club <u>kit bag</u> containing their <u>own drink</u> and <u>own hand sanitiser</u>, without all these items, child WILL NOT be able to participate in the session, even with a completed form.</li> </ul>	
Travel Arrangements	1	1	2	<p>All participants and other attendees should follow best practice for travel, including minimising use of public transport. Participants should walk or cycle if possible. People from a household or <b>support bubble</b> can travel together in a vehicle.</p> <p>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"> <li>Share the transport with the same people each time.</li> <li>Keep to small groups of people at any one time.</li> <li>Open windows for ventilation.</li> <li>Face away from each other.</li> <li>Clean the car between journeys using standard cleaning products – including door handles and other areas that people may touch.</li> <li>Ask the driver and all passengers to <b>wear a face covering</b>.</li> <li>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.</li> <li>Require regular hand sanitisation by passengers on a coach or minibus.</li> <li>Limit the time spent at garages, petrol stations and motorway services.</li> <li>Keep distance from other people and if possible, pay by contactless.</li> <li>Wash hands for at least 20 seconds or sanitise hands often, and always when exiting or re-entering the vehicle.</li> <li>When finishing the journey participants should wash their hands for at least 2 seconds or sanitise their hands as soon as possible.</li> </ul>	COVID Team Members/Parents/Guardians
Car Park Access	1	1	2	<ul style="list-style-type: none"> <li>Access to the car park will be via the main entrance as per previous, where main gates will be kept ajar avoiding the need for any contact</li> <li>Where possible it is advised cars are to be parked minimum 1 clear space apart.</li> <li>Social distancing is always to be maintained in the car park</li> </ul>	Paringdon Sports & Social Club
Drop Off/Pick Up	1	1	2	<ul style="list-style-type: none"> <li>In line with current Government guidance, all participants (players, coaches, club and match officials, volunteers, spectators etc.) should check for symptoms of Covid-19.</li> </ul> <p>If an individual is symptomatic and/or living in a household with a possible Covid-19 infection they should remain at home and follow <b>Government guidance</b>. In addition, any participants who have been asked to isolate by NHS Test and Trace because they</p>	Parent/Guardian

				<p>are a contact of a known Covid-19 case, must not exercise outside their home or garden and must not exercise with others.</p> <ul style="list-style-type: none"> <li>• Parent/guardian is responsible for escorting their child round the building to astro and grass pitches.</li> <li>• Upon completion of the training session or match, parent/guardian is responsible for escorting their child round the building back to the car park where social distancing is always to be maintained</li> </ul>	
Access To Facility	2	2	4	<ul style="list-style-type: none"> <li>• Main access to the facility is via the main reception where sanitiser stations and clear signage have been deployed.</li> <li>• Main reception has been fitted with protective perspex screens providing a safe and secure arrival.</li> <li>• Various alternative entrances and exits are available and clearly signposted</li> <li>• The venue is limiting the number of customers and staff that are allowed to be present at any one time, therefore please do not be offended if access isn't permitted, this measure is for staff and public's safety.</li> </ul>	Parent/Guardian/Paringdon Sports & Social Club
Coaching Equipment	2	2	4	<ul style="list-style-type: none"> <li>• The sharing of equipment must be avoided where possible, where equipment is shared, equipment must be cleaned before use by another person.</li> <li>• All equipment to be cleaned on a regular basis</li> <li>• Footballs should not be picked up during training sessions and only when necessary during match play</li> <li>• When retrieving footballs, it is advised this is done with participants or coaches feet avoiding contact with hands at all times where possible</li> </ul>	Coaches
Participants Equipment	2	2	4	<ul style="list-style-type: none"> <li>• For every session/match each participant must bring their own kit bag, water/drink bottle/hand sanitiser and completed signed Covid Self Screening Form.</li> <li>• Participants should ensure all personal kit and uniform not being worn as part of the session is stored safely in their personal kit bag.</li> <li>• Participants should ensure all personal kit and uniform is removed from the playing area and returned home.</li> </ul>	Parents/Guardian
Venue Equipment	2	2	4	<ul style="list-style-type: none"> <li>• All goals and handles to be wiped down before and after each session/game</li> </ul>	Coaches/Paringdon Sports & Social Club
Confined Spaces	1	1	2	<ul style="list-style-type: none"> <li>• No gatherings, huddles, sessions or matches will be taking place in any confined spaces</li> </ul>	COVID Team Members/Coaches
Managing Somebody Who Becomes Symptomatic	2	2	4	<p>WHAT TO DO IF SOMEONE DEVELOPS SYMPTOMS CONSISTENT WITH COVID-19 DURING A TRAINING SESSION?</p> <ul style="list-style-type: none"> <li>• Separate the player immediately from the wider group.</li> <li>• Determine if the players needs urgent medical attention and if so call for help (may include an ambulance) and manage any medical emergency as set out below, including correct use of Personal Protective Equipment (PPE)</li> <li>• If they are a child, they should be taken home, or to seek medical attention if required, by a member of their household who</li> </ul>	Individuals Parent

				<p>should be present and follow government guidance for symptoms of Covid-19.</p> <ul style="list-style-type: none"> <li>• If they are an adult: and symptoms are mild, advise them to return home and follow government guidance for symptoms of Covid-19. If the symptoms are moderate-severe, advise they do not drive, but get support from a household member to return home, they should not be taken home by someone who is not a member of their household/social bubble. They should then seek medical attention as appropriate. Please refer to the NHS 111 website for further details on accessing medical care and when this is advisable</li> <li>• If other players/coaches present have followed the social distancing protocols, they need not follow any specific advice unless they develop symptoms. If they develop symptoms they would then need to isolate as per Government guidance.</li> </ul>	
Managing & Treating Injuries	2	2	2	<ul style="list-style-type: none"> <li>• Injuries during play should still be treated as participant health and safety is of utmost importance. In all cases but particularly where medical treatment is needed, the best form of protection is through rigorous cleaning, personal hygiene and regular hand hygiene.</li> <li>• An increased frequency of cleaning and disinfection of all surfaces and equipment, using standard household cleaning and disinfection products, will be recommended in The FA's supporting medical guidance</li> <li>• 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.</li> <li>• If there is a first-aider or other medical personnel present, they should be equipped with the appropriate PPE (including face coverings) to protect themselves and others if they need to compromise social-distancing guidelines to provide medical assistance.</li> <li>• After contact with an injured participant, the person who has administered first aid should clean their hands thoroughly with soap and water or alcohol hand sanitiser at the earliest opportunity. This advice is applicable to all situations, regardless of whether there was close contact or social distancing was maintained. The first aider should also avoid touching their mouth, eyes, and nose.</li> <li>• If a participant becomes Covid-19 symptomatic during the activity, they should immediately remove themselves from the session and return home as soon as possible</li> <li>• <u>No decision to reduce PPE should adversely impact the care received, or ability to deliver timely care in an emergency.</u></li> <li>• <b>The safety of the responder is paramount and no-one is expected to provide care which jeopardises their own personal health or safety. In an emergency situation, where suitable PPE is not available, the responder must consider the potential risks to both themselves and the player and decide what level of care they feel is reasonable, or what level of care they are able</b></li> </ul>	Coach/Individuals Parent

				<p><b>to provide in the absence of PPE3. This may include providing no assistance at all until the ambulance arrives or until appropriate PPE is made available.</b></p>	
Toilet/Washing Facilities	2	2	4	<ul style="list-style-type: none"> <li>• Toilets should be open pre-session/match, during and after where possible main entrance to the toilets to be always kept ajar.</li> <li>• Hand sanitising station deployed directly outside main toilets</li> <li>• It is recommended numbers are kept to a minimum and in accordance with government guidelines within and around these facilities with social distancing being adhered to where possible</li> <li>• It is highly recommended face coverings are to be utilised within the toilets due to potential confined space</li> <li>•</li> </ul>	COVID Team Members/Paringdon Sports & Social Club
Hygiene Protocols	2	2	4	<ul style="list-style-type: none"> <li>• All participants must have their own water bottle within their personal kit bag</li> <li>• All participants must have their own hand sanitiser within their personal kit bag</li> <li>• Coaching staff to ensure they always have hand sanitiser with them.</li> <li>• All participants and coaches to ensure they have either washed or sanitised their hands prior and after each session/match.</li> <li>• Should treatment be required and administered, first responder to wash or sanitise their hands at the earliest possible opportunity.</li> <li>• Everybody should refrain from spitting, If you need to sneeze or cough, you are encouraged to do so into a tissue or upper sleeve and advised to avoid touching your face. Ensure any tissues are disposed of in the waste facilities available.</li> </ul>	COVID Team Members/Coaches/Paringdon Sports & Social Club
Changing/Showers	1	1	2	<ul style="list-style-type: none"> <li>• Use of changing and shower facilities must follow Government advice on the use of indoor facilities where available.</li> <li>• If these facilities remain closed, exceptions may be made where safety and safeguarding measures require their use, for example, to supporting players with disabilities or when a child may need change of clothing</li> <li>• Where possible, players, match officials and coaches must arrive changed and shower back at home.</li> </ul>	COVID Team Members/Paringdon Sports & Social Club
Club House & Bar Area	2	2	4	<ul style="list-style-type: none"> <li>• Sanitiser stations have been deployed throughout for the use of by staff and public</li> <li>• New floor directional signage has been deployed clearly guiding staff and public where to go and maintaining social distancing at all times where possible.</li> <li>• PPE has been provided to all staff for them to use at their discretion</li> <li>• Protective perspex screens have been deployed at the bar</li> <li>• Card payments would be preferable, but the facility will cater for cash payments</li> <li>• Sufficient waste facilities are available and are to be emptied on a regular basis.</li> <li>• Shared areas such as toilets, bar area and tables to be cleaned at regular intervals throughout the day, multiple hand sanitisers</li> </ul>	Parents/Guardians/Paringdon Sports & Social Club

				stations have been deployed within the premises for staff and customer use	
Spectators	2	2	4	<ul style="list-style-type: none"> <li>• Supporters, parents, guardians, and others watching should remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six-person gathering &amp; spread out in line with government guidance, ensuring space for officials, coaches &amp; substitutes.</li> <li>• There is an additional risk of infection in close proximity situations where people are shouting or conversing loudly. If possible, spectators/parents &amp; guardians should therefore avoid shouting or raising their voices when facing each other, during before or after games.</li> <li>• After training sessions/matches, participants must maintain government mandated social distancing for social interaction.</li> <li>• When departing please always maintain social distancing .</li> <li>• 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</li> </ul>	Parents/Guardians

**Risk Assessment Completed By:**

**Name:** - Gregg Pike

**Club Role:** - U15's Coach

**Signature:** - 

**Date:** - 30<sup>th</sup> July 2020

**Checked By Club Committee Member:**

**Name:** -

**Club Role:** -

**Signature:** -

**Date:** -

By replying to the email this document was attached to and stating "I consent for my child to take part" or signing the below and sending back to [gregg@switchnetsys.com](mailto:gregg@switchnetsys.com) you are confirming that you have read and understood the activities being offered to your child and agree the measures the team/club are attempting to put in place to manage any risk, including Covid-19 measures in line with the current government and FA guidelines.

**Parent/Guardian:**

**Participants Name:** -

**Parent/Guardians Name:** -

**Signature:** -

**Date:** -