



PCFC COVID 19 RISK ASSESSMENT



Process Step	Return To Competitive Training & Matches - All Ages & First Team	Site	Beechnut Lane, UCAN, Barracks Field, De Lacey High School, St Wilfrids High School.	Assessor(s)	D. Hotchkiss, T. Wiles			Last Assessment Date	28/03/2021				
Review Date		29/04/2021		Note	This Risk assessment must be reviewed on a weekly basis informally along with Government and FA Guidance updates. It must be reviewed formally following any changes to Government and FA guidance that would have a significant impact on the countermeasures and as a minimum formally reviewed monthly								
Situation	Potential Hazards Identified	Existing Control Measures	Persons at Risk	S	P	Risk	Recommended Corrective Actions	S	P	Risk	Who	When	RISK REDUCTION
Return to Competitive Training & Matches Criteria	Spread of COVID 19 and shielding the vulnerable	<ol style="list-style-type: none"> 1. Players and Coaches will only be allowed to return to training if they are not classed as high risk or vulnerable as per government and FA guidelines. 2. Players and Coaches will only be allowed to return to training if they or a member of their household are not showing symptoms of COVID 19 or meet any of the criteria for self isolation as per government and FA guidelines 3. Completion and return of the PCJFC Covid 19 Questionnaire and permission statement required for each child. 4. If any child or parent following training develops symptoms, as per the PCJFC Covid 19 Questionnaire and permission statement, the players coach should be informed immediately and subsequently all other parents/carers , players and coaches present at the same training session must be contacted by the coach and informed immediately. 	Players, Coaches & Parents	21	1	21	<ol style="list-style-type: none"> 1. Players and Coaches will only be allowed to return to training if they are not classed as high risk or vulnerable as per government and FA guidelines. 2. Players and Coaches will only be allowed to return to training/games if they or a member of their household are not showing symptoms of COVID 19 or meet any of the criteria for self isolation as per government and FA guidelines 3. Completion and return of the PCJFC Covid 19 Questionnaire and permission statement required for each child/person. If players are returning to training after a period away they or their parents must be reminded of the rules before they return by being sent the Self Screen Checklist. 4. If any child/player or parent following training develops symptoms, as per the PCJFC Covid 19 Questionnaire and permission statement, the player's coach should be informed immediately and subsequently all other parents/carers , players and coaches present at the same training session must be contacted by the coach and informed immediately. 5. Our RA must be forwarded to any opposition coaches and you must check that he has shared with any parents with children attending the matches so they are aware of the measures PCJFC have put in place. You should also ask to see the opposition coaches RA and other information and safely yourself that the opposition team is complying with FA and Government guidance 6. In order to assist track and trace you must have the opposition coaches name and contact details. You must also ensure that the opposition coach has the names and contact details of his players and parents/guardians attending any matches. All opposition coaches, parents and players if appropriate must be encouraged to use the track and trace app and posters at all our venues. 7. Travelling between the regional/focal tiers 3 is allowed for grassroots U18's football only and distances must be kept relatively short. 	21	1	21	Age Group Head coach. First team Manager.	Prior to restart	
Travel to & from training.	Transfer of virus between regions of the country. Transfer of virus between people sharing a vehicle.	<ol style="list-style-type: none"> 1. Players , Coaches, Parents will travel to and from training in vehicles separately or with members of their own household, public transport not to be used. 	Players, Coaches & Parents	21	1	21	<ol style="list-style-type: none"> 1.Encourage socially-distant forms of transport (e.g. cycling and walking). All other forms of transport should be considered before public transport. 2. Government guidance should be followed at all times. 3. Adults and children should only travel with a member of their household or someone within their 'support bubble'. Please note that separated parents, living in different households and those in 'support bubbles' announced by Government on 10 June 2020, can also car share. 	21	1	21	Age Group Head coach. First team Manager.	Prior to restart	



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Arrival and Departure of Players , Coaches & Parents	Spread of COVID 19 by surface contamination	1. Sanitise hands on arrival and departure to training with the hand sanitizer provided	Players, Coaches & Parents	21	1	21	1. Sanitise hands on arrival and departure to training and competitive games with the hand sanitizer provided 2. Before Training/Game commences coaches to confirm on arrival with parent/guardian that each participant has completed the self screen check list before attending and if so, if all the self-screen checks were negative for all participants. Ensuring everyone understands the importance of this simple process being completed before travelling is essential to avoid potential transmission. If a participant says they forgot to self-check before their arrival, then the coach should ask them the health check questions before they join any group at the facility. If they answer 'yes' to one or more of the questions, participants must not take part in the activity and should be told to safely return home. 3-In order to assist track and trace you must have the opposition coaches name and contact details. You must also ensure that the opposition coach has the names and contact details of his players and parents/guardians attending any matches. All opposition coaches, parents and players if appropriate must be encouraged to use the track and trace	21	1	21	Age Group Head coach. First team Manager.	Prior to restart	
Maintaining personal hygiene standards whilst at training	Spread of COVID 19 by surface contamination	1. Implementing the provision of hand sanitiser at training and encourage its use regularly at drinks breaks etc. to encourage strong hand hygiene.	Players, Coaches & Parents	21	1	21	1. Ensure participants bring their own named hand sanitiser as soap and water is not available (use alcohol-based hand sanitiser); and encourage its use regularly at drinks breaks etc. to encourage strong hand hygiene 2. Players should be informed that spitting should be avoided, as the main mode of transmission of the virus is in respiratory secretions. In addition, PCFC is enforcing a complete ban on chewing gum, as it is either spat out or rolled into a ball and taken out and thus poses a high risk of cross contamination. A breach of either of these rules will be dealt with through the Clubs Disciplinary procedure.	21	1	21	Age Group Head coach. First team Manager.	Prior to restart	



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Cleanliness of Common Equipment	Spread of COVID 19 by surface contamination	1. Sharing of Equipment to be kept to an absolute minimum. 2. If possible at the start of the training session each child to be handed a ball that has been cleaned using an antibacterial cleaner or antibacterial wipes and to utilise this for the whole session and cleaned at the end. 3. Avoid bibs or clothing items to be distributed. No bibs or clothing to be shared 4. Provision of material to sanitise equipment if it is required to be shared. If it is to be shared it must be cleaned before and after each use before being used by the next person. 5. Strictly no sharing of water bottles etc.	Players, Coaches & Parents	21	1	21	1. Sharing of Equipment to be kept to an absolute minimum. 2. Identify who will regularly maintain the equipment hygiene e.g. balls, cones, goalposts and bibs; 3. Thoroughly clean the equipment e.g. balls, cones, goalposts, etc. after each session 4. No bibs or clothing items to be distributed or shared unless they can be washed between each use 5. If individuals are going to share equipment, including balls, always ensure the individuals' hands are thoroughly cleansed using alcohol-based hand gel, if clean running water and soap are not available, before and after use. 6. Each participant should bring to training their own water bottles, sun cream and medication each of which should be clearly labelled with their name.	21	1	21	Age Group Head coach. First team Manager.	Prior to restart	



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Situation	Potential Hazards Identified	Existing Control Measures	Persons at Risk	S	P	Risk	Recommended Corrective Actions	S	P	Risk	Who	When	RISK REDUCTION
Maintaining social distancing during competitive training and at matches	Spread of COVID 19 through social interaction	<p>1 Participant are spaced adequately to allow at all times 2m easily between the individuals in the groups</p> <p>4. Only 1 parent/carer to attend the full session and watch from a distance (and full 2m from other parents/carers) to assist in the insistence to the children to maintain 2m distance and other countermeasures and in the event they cant/wont assist in the instruction of the child and possibly subsequent removal from the training session</p> <p>5. Where the same field is shared between age groups there must be a clear 30 mins between the first session ending and the second session beginning to prevent overlap and congestion around the field of play and in the car park of children, parents and coaches</p> <p>6. Most schools are segregating children into 2 groups to minimise number of people interacting with each other similar to our guidelines for 6 per group. Check the PCJFC Covid 19 Questionnaire and permission statement where the parent/carer should have indicated if they are in the same group at school as any other players in their team returning to training. Where they are please try and group children as consistently with the school groupings as possible.</p>	Players, Coaches & Parents	21	1	21	<p>1. For the Barracks field which is open to the public; if on arrival or during the session/game there are any large gatherings not under your control that would hinder any of the countermeasures laid out in this RA the session/game should be abandoned. The Ucan and Beechnut Lane are on Private land and so this shouldnt be as such a risk but should still be taken into consideration.</p> <p>2. Competitive training can take place for all participants, in an outdoor setting provided this takes place in groups of no more than 30 (including coaches).</p> <p>3 If space allows, increase social distancing between players during heavy exertion.</p> <p>4. 1 parent/carer to attend the full session and watch from a distance (and full 2m from other parents/carers) to assist in the insistence to the children to maintain distancing where possible and other countermeasures. In the event they cant/wont assist in the instruction of the child, that child may subsequently be removed from the training session/game.</p> <p>5. Where the same field is shared between age groups there must be a clear 30 mins between the first session/game ending and the second session beginning to prevent overlap and congestion around the field of play and in the car park of children, parents and coaches</p> <p>6. Most schools are segregating children into 2 groups to minimise number of people interacting with each other similar to our guidelines. Check the PCJFC Covid 19 Questionnaire and permission statement where the parent/carer should have indicated if they are in the same group at school as any other players in their team returning to training. Where they are please try and group children as consistently with the school groupings as possible.</p> <p>7. Parents Attending activity: Each head coach to Discuss with club officials and parents the options of how best to manage social distancing amongst parents who bring their children to the activity, e.g. staying in their own cars, or in separate social distancing 'gatherings' of up to six people. These must be communicated and enforced.</p>	21	1	21	Age Group Head coach. First team Manager.	Prior to restart	



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Facilities	Spread of COVID 19	<ol style="list-style-type: none"> In line with current grassroots FA guidance changing rooms are to remain closed. Toilet facilities are allowed to open 30 minutes prior and post training sessions or matches Social distancing guidance should be adhered to in these settings. 	Players, Coaches & Parents	40	4	160	<p>Changing facilities, showers and indoor areas to remain closed to the public for junior training and matches until further notice. This will be reviewed weekly in line with Government and FA guidance and increasing maturity of countermeasures put in place. From the NATIONAL LEAGUE SYSTEM CLUB GUIDANCE COVID-19 RETURN TO FOOTBALL for the first team; Changing rooms: Changing rooms provide a greater risk of transmission and therefore we all need to rethink the use of these facilities. As a foundation, changing rooms should be used for changing and showering only and done so as quickly as possible. Clubs should factor staggering the use to minimise numbers. On a matchday, the home team must make provisions of priority access for the away team. Where able, clubs should seek alternative spaces for team meetings and observe social distancing, again, minimising numbers. For example, only the manager and starting 11. Indoor spaces need to have maximum ventilation as possible (such as opening windows and doors).</p> <p>NOTE: The Welfare Regulations will still be adhered to where applicable.</p>	40	1	40	Age Group Head coach. First team Manager.	Prior to restart	120
Applying First Aid	Spread of COVID 19	<ol style="list-style-type: none"> In the case where an individual needs to be medically assessed or treated, close contact is inevitable. Administrators of assessments or treatment should use appropriate PPE to carry out this activity 	Players, Coaches & Parents	21	4	84	<p>Provide additional PPE for all first aiders, this should include face mask, eye protection, latex gloves and aprons. Gloves, aprons and masks should be disposed of after use and eye protection cleaned.</p> <ul style="list-style-type: none"> Limit access to first aid facilities to only trained first aid personnel and / or appointed person(s) First aiders must wash hands before and after using the first aid facilities or applying first aid Consideration must also be given to potential delays in emergency services response, due to the current pressure on resources Consider preventing or rescheduling high-risk work or providing additional competent first aid or trauma resources. 	21	1	21	Age Group Head coach. First team Manager/designated first aider	Prior to restart	63



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Engage with the NHS Test and Trace process	Spread of COVID 19		Players, Coaches & Parents/ Permitted spectators	21	4	160	<p>We will be asking all players, coaches, parents and permitted spectators to engage with the test and trace app by scanning the QR code on the posters provided with their NHS COVID-19 App to check in every time they enter or re-enter the venues.</p> <p>You must ensure you understand the NHS Test and Trace process and how to contact your local Public Health England health protection team. You must ensure that staff members, players, parents and permitted spectators understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> book a test if they are displaying symptoms - staff members, players, parents and permitted spectators must not come onto your site if they have symptoms, and must be sent home to self-isolate if they develop them on your premises provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19) <p>Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS website, or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing. You should ask all to inform you immediately of the results of a test.</p> <p>If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu, in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.</p> <p>If someone tests positive, they should follow the guidance for households with possible or confirmed coronavirus (COVID-19) infection and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return onsite only if they do not have symptoms other than a cough or loss or change in sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10 day period starts from the</p>	21	1	21	Age Group Head coach. First team Manager.	From Thursday the 24th of September 2020	120
Change in Pandemic Situation	Spread of COVID 19	Monthly review of Club RA	Chairman, Committee, Coaches	21	4	84	Weekly review of FA and Government Guidance of Covid 19 and review of all club COVID related risk assessments if and guidance changes.	21	1	21	Chairman, Committee, Coaches	Prior to restart	63



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Insurance	Insuring against Covid 19	Existing Liability insurance in place before Covid 19 Pandemic covered all foreseeable issues	Chairman and Committee	21	4	84	Check with insurance company that Insurances now include cover against Covid 19 and implications that arise from the pandemic	21	1	21	Chairman	Prior to restart	63
				Total Risk Score	126						Total Risk Score	126	
Refer to guidance notes for guidance on completing the above											% Total residual risk remaining		100.00%
* Risk Assess again for Severity, Probability and Risk following corrective actions being put in place													
Responsible Manager: Thomas Wiles			Signature: Thomas Wiles				Date:			28/03/2021			



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TASK BASED RISK ASSESSMENT

Risk Index

Risk Severity (RS) of Injury / Incident / Illness, Actual or Potential		Risk Level Determination = ROP x RS				
		Risk occurrence probability (ROP)				
		Inevitable	Very High Probab	Probable	Less Probable	Least Probable
May cause death	100	1000	800	600	400	100
May cause MAJOR Long Lasting Health Effects	40	400	320	240	160	40
May cause Incubation	21	210	168	126	84	21
May cause Hospitalisation	8	80	64	48	32	8
May cause COVID Infection	2	20	16	12	8	2

Consult

Staff
Specialists/Competent Persons

Data Sheets/Manuals/Manufacturer's Instructions

Accident/III Health Records

Probability (P)
Inevitable - Many time / year: 10
Very High - 1 or 2 / year: 8
Probable - 1 / Every 2 years: 6
Less probable - 1 / Every 5 years: 4
Least probable - > 5 years : 1

For new jobs/tasks, carry our risk assessment **BEFORE** commencing job/task

<u>Potential Hazard</u> <small>(Something with the potential to cause harm)</small>	<u>Persons At Risk</u> <small>(Someone at risk from the hazard)</small>	<u>Is The Risk Adequately Controlled</u> <small>(What are the existing controls)</small>	<u>What Further Action Needed to Control Risk</u> <small>(What more could <u>reasonably</u> be done)</small>
Examples Slippage / Tripping Fire (flammable substances) Moving Parts / trap points Hot / sharp parts Working at Height Access difficulty Vehicles Electrical wiring Noise Manual handling Fumes Dust Chemicals Ergonomic Lighting	Examples Office Staff Cleaners Maintenance Personnel Contractors Visitors The Public Operators Young/inexperienced Trainees People working alone The Disabled Lab Staff	Examples Is there adequate information / training ? Are there adequate systems / procedures ? Meet legal requirements ? Comply with industry standards ? Represent good practice ? Reduce risk as far as possible ? Are you doing what is reasonably practicable? Can I get rid of the hazard ? If not, how can I control the risk ? Personal protective clothing should only be used when no other <u>reasonable</u> action exists	Prioritise for risks affecting large numbers or where serious harm may result Consider: Remove risk completely Substitute for option with lower risk Prevent access to hazard, e.g. guarding Reorganise work to reduce exposure Issue personal protective clothing Welfare facilities - Washing / First Aid Administrative controls Consider Cost v Risk <u>unless</u> the risk is high. Review with Management. Assign Responsibility and timescales.
BE OPEN		CONSULT OTHERS	ENHANCE AWARENESS ABOUT SAFETY
USE YOUR COMMON SENSE !!			