CAMPION AFC – Covid-19 Risk Assessment July 2020

General

* The hazard is the risk of spread of Covid-19
* Covid-19 can affect lungs, airways, and is caused by a virus. Symptoms can be mild, moderate severe or fatal.
* Virus is spread largely through contaminated surfaces and airborne transmission.
* The potential for harm includes Volunteers, Players & Coaches, Groundsman, Delivery drivers, Bar & Café users
* This risk assessment sets out for each pinch point of Campion AFC & MMS&CA the possible risks and controls put in place to protect all users.

General/Bar Area

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| Category | What are the risk control measures? |
| Hand Washing | * Provide hand washing facilities with soap & water and paper towels. Hand sanitisers on walls along with additional pump action sanitisers for volunteers and customers. * Encourage regular hand washing * Provide information regarding hand washing techniques * Remind to all to “ CATCH IT KILL IT BIN IT” and remind users to avoid touching face, eyes, nose & mouth |
| Cleaning | * Frequent cleaning and disinfecting of surfaces which are touched regularly, such as door handles tables, chairs, Cash register, bar area, card terminal. * Bar area to be fully cleaned after a period of been opened * Personal belongings to be stored safely and away from other users |
| Social Distancing | * Encourage, where possible all users to maintain a distance of 2m (or 1m+) from each other * Maximum occupancy of 30 people (large bar) & 10 people (small bar) to allow for social distancing purposes * Remind Users both verbally and with posters the importance of maintain social distance guidelines * Spread tables away from each other to maintain social distancing * Signs to be used to show a clear one way direction. * Wedge where possible doors open (NOT FIRE DOORS) To reduce touch points |
| Travel to & from the club house | * Encourage users to travel in their own vehicle and/or walk |
| Covid-19 suspected or confirmed incidents | * Volunteers/Users to be reminded they should not travel if they have any symptoms of Covid-19 as per Government guidance, or if they had been advised to self-isolate following contact from the relevant authorities (i.e. NHS TRACK & TRACE) |
| PPE | * As per latest government advice the wearing of face masks is not required in Club’s /Bars * Users can if they wish wear their own face masks if they so wish. However users should be encouraged to wash their hand both before & after before putting their mask on and removing it. |
| Deliveries | * Ensure deliveries occur one at a time to avoid congestion. * One club volunteer to oversee the delivery * Stock to be put away once delivery is completed. * Surfaces to be wiped down & cleaned once stock is put away. |
| Emergencies | * In an emergency i.e. Fire people do not need to Social Distance as it would be unsafe to do so * People involved in the provision of assistance to others should pay particular attention sanitation measures including the washing of hands immediately afterwards |
| Well-being of Volunteers | * During Covid-19 it has been recognised that there could be sufficient impact not only physical health but mental well-being. * Ensure all users and volunteers are comfortable with the control measures put in place |
| Communication | * Provide clear, consistent and regular communication to improve understanding and consistency to implementation of the control measures. * Posters to be located throughout the premises promoting good hand hygiene and social distancing * Ensure the Risk Assessment is posted on the club website |

Bar/Match Day Café

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| Category | What are the Risk control measures |
| Bar | * Provide hand sanitisers for use on entry to the bar. Encourage regular hand washing and have hand sanitiser’s available * One person to operate the bar at any one time, maintain bar cleanliness including regular wipe downs of surfaces * Waiter service to ensure no overcrowding of the bar area. * Ensure that bins are emptied regularly * Do not re-use glasses to ensure that bar pumps are not contaminated. Carry out regular wipe down of bar pumps and cleaning of nozzles. * Encourage contactless payment where possible as opposed to cash payments. * Wipe down of each table between customers * Ensure customers with children are responsible for keeping their children with them at all times at their table and that they abide with social distancing rules. * Maintain a register of all clubhouse attendees by name and number in line with government guidance to allow track & trace, record to be destroyed after 21 days to ensure compliance with GDPR. |
| Match day Café | * Single use cups and food trays at all times. * Single use knifes forks and spoons at all times. * Use of individual sugar and condiments which will be issued as requested to the customer. * Implement markings to ensure social distancing is adhered to at the service area. * Regular wipe down of all surfaces in the food/drink preparation area. |

Toilets

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| Category | What are the risk control measures |
| Toilets | * Provide hand washing facilities with soap & water and disposable towels along with hand sanitisers * Operate where possible one in one out policy * Empty all bins regularly * Government advice is automatic hand dryers are ok * Provide information by way of posters regarding hand washing techniques including wash of hands for at least 20 seconds * Ensure regular cleaning of toilets with a visual schedule available |

Meetings

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| Category | What are the Risk Control Measures |
| Meetings | * Meetings including committee meetings to be held where possible by video conference * If meetings must take place in person ensure adequate social distancing is in place * Ensure area is well ventilated |

Machinery Store/Pitch Maintenance

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| Category | What are the risk control measures |
| Machinery store/Pitch Maintenance | * Ensure volunteers adhere to social distancing and promote good hygiene * Make hand sanitisers are available and encourage regular hand washing * Provide anti-bacterial spray and paper towels so equipment can be wiped down after use |

Changing Rooms

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| Category | What are the risk Control Measures |
| Changing Rooms | * Both sets of changing room’s (Football & Cricket) and officials rooms to be used * Campion will use the football changing rooms and the visiting team to use the cricket changing rooms * Ensure users adhere to social distancing and promote good hand hygiene * Make hand sanitisers available and encourage regular hand washing * Provide anti-bacterial spray and paper towels are available so equipment can be wiped down after use * Ensure changing rooms are cleaned regularly * Only 2 showers to be used in each changing room to ensure social distancing * Further guidance to follow from Government/FA on the restart of grassroots football |

Ground

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| Category | What are the risk Control Measures. |
| Capacity | * Reduced capacity as per FA return to Football guidelines. Once reached turnstiles to be closed and no further admission will be allowed. * Club officials, management staff and volunteers of both teams are not included in the reduced capacity guidelines |
| Turnstiles. | * Floor markings to ensure supporters are encouraged to maintain social distancing guidelines whilst waiting to gain admission. |
| General. | * Hand sanitising stations to be available around the ground and encourage use. |
| Seating area’s. | * Capacity of stand to be reduced by means of taping off of seat’s to encourage social distancing. Seat’s to be taped off that are unavailable. |
| Standing area’s | * Supporters to be advised of social distance guidelines and encouraged to adhere to. |
| Exit points | * All supporters to be advised of all exit points and to where possible leave the ground following social distancing guidelines. |

**Track & Trace**

**Spectators will be asked to scan in to “Track & Trace” on entry to the the ground.**

**All data will be held for 21 days prior to being destroyed in line with current**

**G.D.P.R.**

**NO PERSONAL DETAILS WILL BE USED BY CAMPION AFC,MANNINGHAM MILLS SPORTS & COMMUNITY ASSOCIATION OR PASSED TO ANY 3RD PARTIES APART FROM THE PURPOSE OF “TRACK & TRACE**

**THIS RISK ASSESSMENT MAY BE SUBJECT TO CHANGE UPON GUIDANCE ISSUED BY H.M.GOVERMENT & THE FA**

Risk Assessment completed by: David Keegan (Secretary & Covid-19 Officer Campion AFC )

Date: 24 July 2020

UPDATED 21 August 2020.