



CAMBERLEY TOWN FC LTD

CTFC-F-H&S-CV19-01 RISK ASSESSMENT FORM

Issue No: 8

Date of Issue: 14/05/21

Task Reference: 01/RA/ Covid-19		Persons at Risk/Affected Groups	
Task Description: Football activities including Hosting matches, training and trials		A: CTFC Players	E: Trialists
Item being Risk Assessed: Spread of Covid-19 during the task at the locations identified.		B: CTFC Staff	F: Opposition Players
Teams Relevant to: U18's / U19's / 1 st Team		C: Parents	G: Opposition Staff
Task Location: Krooner Park, Opposition Grounds & Training Ground		D: Members of the public / Spectators	H: Match Officials

S – Severity

P – Probability

RL – Risk Level

List Identified Hazards	Who (or what) might be harmed?	S	P	RL before controls	Specify Existing Control Measures and, where relevant, list any Additional Control Measures required for work to proceed	S	P	Final RL with controls
Covid-19	A+B+C+D+E +F+G+H	Cr	P	High	<p><u>Do not leave home to come to football if you or any member of your household has any of the symptoms of COVID-19 or if advised to self-isolate by an NHS Contract Tracer or the NHS App – please follow government advice on isolation.</u></p> <p>Hand Washing</p> <ul style="list-style-type: none"> Hand washing facilities with soap and water in place. Hand sanitiser dispensers have been fixed next to the tunnel, in a location by the stand, by the entrance and exit. Stringent hand washing taking place. See hand washing guidance. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ Gel sanitisers in any area where washing facilities not readily available i.e entrance to the toilet <p>Players/staff to be reminded on a regular basis to wash their hands for 20 seconds with water and soap. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Appropriate signage has been placed to encourage handwashing.</p> <p>Players/staff should wash their hands at hand wash stations immediately upon arriving to the location. Each location should have hand wash stations and as players enter / leave / move between areas, the players/staff should wash their</p>	Cr	R	Medium



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hands before going home. [Administrative Controls element of the Hierarchy of Controls¹]

Bins should be placed at each hand wash station, where individual hand wash sanitiser wipes are used.

All players / staff should comply with instructions regarding Covid-19 prevention

Social distancing to be maintained

Social Distancing - Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health England. Where this is not practical 1m+ guidelines should be followed. [Administrative Controls element of the Hierarchy of Controls¹]

Redesigning processes to ensure social distancing in place. Marker tap is place on the floor at the entrance of Krooner Park to ensure that any queuing at hand wash stations remains socially distanced. Posters are placed in the appropriate locations to encourage social distancing. [Administrative Controls element of the Hierarchy of Controls¹]

During training, drills are designed to ensure that the 2m rule is observed where possible and drills involving queuing should be avoided or set up to observe the 2m rule. [Engineering Controls element of the Hierarchy of Controls¹]

During training players are encouraged to wear gloves and a snood as a face covering. [PPE element of the Hierarchy of Controls¹]

Any person showing symptoms of COVID 19 (cough or temperature) will be requested to leave.

No hand shaking should take place. The respect handshake will not happen prior to the game until further notice.

Players from opposite teams should not enter the field of play at the same time. Match officials must stagger the arrival of each team onto the pitch.



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If a player/staff or someone in their household is designated 'clinically extremely vulnerable' and has been told to 'shield' by the NHS, they are not permitted to engage in club activities until the government permit that category of individuals to such activities. [Elimination element of the Hierarchy of Controls¹]

If anyone needs clinical advice, they should follow government advice and go online to <https://111.nhs.uk/covid-19> or call 111 if they don't have internet access. In an emergency, call 999 if they are seriously ill or injured or their life is at risk.

Test & Trace

Training - The lead coach of a training session must keep a register of the players and staff that attend the session. This must be kept for 21 days following the date of training. A member of the clubs staff must have a contact phone number for every player that participates in a training session. Every signed player registered in the U18/U19 team must have completed and returned a club medical form.

Matches (1st Team) - A representative from each club must provide the Deputy Covid-19 Officer (facilities) with a list of players and staff who will attend the game in an official club capacity and will entered either; the dressing room or dugout in the course of exercising their duties.

Matches (U18/U19) – A representative from each club must provide the home team manager with a list of players and staff who will attend the game in an official club capacity and will entered either; the dressing room or dugout in the course of exercising their duties.

Spectators – Spectators are permitted to attend games. Krooner Park is registered as a venue with the NHS Contact Tracing App and the venue QR code is printed and displayed the venue which will allow spectators to check in. If spectators use the app, it may not be necessary for the club to take track and trace information from that person. If the spectator does not use the app the spectator will be required to give their name and a contact number.

Self-Assessment

All players and staff from Camberley Town that attend matches or training must undergo a self-assessment prior to participating in football.



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The self-assessment will be completed using an online questionnaire uploaded onto Google Docs

The questions the survey MUST include:

- 1) Full Name
- 2) In the last 14 days have you had a positive test result for Covid-19?
- 3) Do you have a high temperature – this means you feel hot to touch on your chest or back?
- 4) Do you have a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough it will be worse than usual)?
- 5) Do you have a loss or change to your sense of smell or taste – this means you have noticed you can not smell or taste anything, or things smell or taste differently to normal?
- 6) Have you been contacted by an NHS contact tracer in the last 14 days and told to self-isolate?
- 7) Has anyone in your household been contacted by an NHS Contact Tracer and told to self-isolate in the past 14 days?
- 8) Are you or anyone in your household waiting on the results of a coronavirus test?
- 9) Have you, in the last 14 days, returned to the UK after visiting a country that was on the Government quarantine list when you left it?

If the answer to any of the questions is Yes, then the player is not allowed to attend. The survey responses should be kept for 21 days.

Training – Players will not be allowed to come to the training base if they have not completed the self-assessment. This will therefore be checked in advance to prevent people mixing with other people who have not completed the self-assessment.

Matches - It is the responsibility of the oppositions Covid-19 officer to ensure a similar self-assessment takes place for their team, which at a minimum must ask the questions highlighted above. The oppositions Covid-19 officer must confirm in writing that an appropriate self-assessment has been conducted by all personnel representing their club and that the results permit participation in football.



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Temperature Checks

At matches temperature checks may be done on admission into the ground, depending on the level of Covid-19 in the surrounding area or from the area of the visiting team. No person with a temperature of 37.8°C or greater will be permitted to enter the ground. This applies to everyone who wishes to enter the ground. Players should take their temperature before leaving their house and attending the game. They should not leave their house if their temperature is greater than or equal to 37.8°C

Ground Zoning

The ground will be zoned accordingly to ensure appropriate people enter the right parts of the ground. The Red Zone will be for Players, Staff, Match Officials and other authorised staff. The Amber Zone for directors, non-essential club staff and non-playing players. The Green Zone will be for parents fulfilling a safeguarding role, and spectators when they are permitted to entry in line with government guidance.

Quarantine

Any player/staff who has visited a country that is on the UK governments quarantine list, 'Red List' must quarantine for the duration set out by the government on their return to the UK. They will not be permitted to return to club activities until that period has passed.

Hosting Teams traveling from an area listed on the government watch list or area of concern including an area where a variant of concern has been detected.

The Covid Officer or named deputy will have to approve the game going ahead following consultation with the local authority if required.

Safety Briefing

A club representative may provide a safety briefing to the match officials outlining any special Covid related precautions in place on any given day.

Team Huddles



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				High	<p>Team huddles should not take place to allow players to maintain social distancing.</p> <p>Player Behaviour Players should refrain from spitting</p> <p>Induction All CTFC players and staff must undertake the Camberley Town FC Covid-19 induction Version 4.</p>			
Changing Rooms	A+B+E+F+H	Cr	P	High	<p>Training - The changing rooms at the training venues, shall remain closed. Players are instructed to come already changed. A toilet will be open, one person is allowed in the toilet at one time.</p> <p>Players will not be allowed to leave their belongings in the changing rooms instead, at each training station, socially distanced bag and drink bases are set up and marked with posters or a cone to ensure social distancing is maintained and still allows the players to store their stuff safety.</p> <p>Matches – Changing rooms should only be used to change. It is encouraged that changing and showering is done away from the ground. The following arrangements must be adhered to.</p> <p>The maximum number of people allowed in the home dressing room at one time is 12, the maximum number of people allowed in the away dressing room at one time is 9. The maximum number of people allowed in the clubhouse, if this is used as a changing room is 20.</p> <p>The maximum number of people allowed in the kitchen, located in the changing room complex is 1 person.</p> <p>The match officials will change in the club board room.</p> <p>The Showers will only be in use for a medical emergency.</p> <p>Inside the changing rooms all windows must be left open and where appropriate doors, to encourage maximum ventilation.</p> <p>All personnel to comply with site instructions regarding Covid-19 prevention</p>	Cr	I	Low



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<p>Giving First Aid to injured players / spectators or others</p>	<p>A+B+C+D+E +F+G+H</p>	<p>Cr</p>	<p>P</p>	<p>High</p>	<p>The first aider, should conduct a pre-game / pre-training screening to identify likely injuries and plan a safe way of treating the individual.</p> <p>First Aiders should ensure kit bags and boxes are full of supplies and consider what is a single use item given the pandemic.</p> <p>A single First Aider should attend to non-serious injuries. Others should social distance whilst this happens. If a life or limb threatening injury occurs this will necessitate compromising social distancing guidelines to provide emergency care and multiple first aiders will attend to the injured person until an ambulance arrives.⁹</p> <p>The First Aider should consider the body position of the Injured person and the First Aider and try to avoid face to face contact.</p> <p>When treating an individual the First Aider should wear PPE where it is not possible to maintain the 2m social distancing rule. The First Aider should wear an FA Level 2 classification of PPE⁹. This comprises of:</p> <ol style="list-style-type: none"> 1. A fluid-resistant surgical mask (Type IIR) (Sessional Use) 2. Eye Protection (Repetitive Use) 3. Gloves (Single Use) 4. Disposable apron. (Single Use) <p>This PPE would be donned prior to kick off and should be worn throughout. PPE use should only be amended if the First Aider conducts a dynamic risk assessment where doing so will not adversely affect the treatment of the injured person.</p> <p>Training will be provided to first Aiders on the safe removal, discarding and disposal of the PPE to avoid self-contamination.</p> <p>Physios or their equivalent or anyone who is administering any form of treatment, should keep a record of each participant they have come into contact with for NHS Test and Trace purposes.</p> <p>Sudden Cardiac Arrest – Adult players⁹ Due to Covid-19 Compressions only CPR is acceptable.</p>	<p>Cr</p>	<p>R</p>	<p>Medium</p>
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					<p>Sudden Cardiac Arrest – U18/19 players⁹ The First Aider should weigh up the risks to themselves in providing rescue breaths and make a decision that they are comfortable with. They should be aware that in players of this age the individual is less likely to live without any ventilatory support.</p>			
Equipment	A+B+E	Cr	P	High	<p>Camberley Town players / staff will be required to bring their own clearly labelled water bottle filled with drink to training and games and it has been made clear that the club water bottles will not be used. For fixtures, the opposition Covid-19 officer will be responsible for making sure a similar arrangement is place for their club.</p> <p>When training or playing at public recreation grounds, the coaching team will arrive ahead of the players and place numbered cones 2m apart and players will be allocated a number and that is the place where they leave their belongings whilst training.</p> <p>SARS-CoV-2 (Covid-19) has been found to remain on surfaces for up to 72 hours all-be-it with a greatly reduced viral load.^{2,6} The research did indicate a difference depending on the environment, but taking the worst possible case scenario the following results were found: Copper – Virus is evident up to 4 hours after exposure.² Cardboard – Virus is evident up to 24 hours after exposure.² Printing Paper - Virus is evident up to 3 hours after exposure.⁶ Stainless Steel – Virus is evident up to 72 hours after exposure.² Plastic – Virus is evident up to 72 hours after exposure.² Cloth - Virus is evident up to 24 hours after exposure.⁶ Wood – Virus is evident up to 24 hours after exposure.⁶ Glass – Virus is evident up to 48 hours after exposure.⁶ Money - Virus is evident up to 48 hours after exposure.⁶</p> <p>On stainless steel the half-life was 5.6hrs and on plastic the half line was 6.8hrs.²</p> <p>The research suggests that Covid-19 is more stable on stainless steel and plastic². This has an implication on football as most of the equipment is made of these two compounds i.e Cones, poles, ladders, hurdles, goals, footballs.</p> <p>To prevent the spread of the disease staff will clean the equipment using standard disinfection methods.⁶ An appropriate cleaning schedule will be produced to ensure that all common touch points are cleaned.</p>	Cr	I	Low



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				High	<p>It has been found that SARS-CoV-2 has transferred from infected surfaces to shoes.⁴ So players are reminded of the importance of keeping their boots well cleaned.</p> <p>Where possible bibs should not be worn. Where it is unavoidable bibs should be worn once and not swapped between individuals. Bibs should be washed immediately after use.</p> <p>Where staff or players are cleaning down equipment after use, they will be provided with the appropriate cleaning products⁶ and are to wear a face mask and gloves. The face mask must adhere to EN 149:2001+A1:2009 and at a minimum should be an FFP3 mask which according to research has a 99% filtering efficiency⁸.</p> <p>The subs board, home and away, will not be used. This is to cut down on contact points.</p> <p>All CTFC Personnel to comply with site instructions regarding Covid-19 prevention.</p>			Low
Terrace, Concourses and stands (Krooner Park ONLY)	A+C+D	Cr	O	High	<p>Entrances are to have social distance markers on the ground. Common touch points are to be continuously washed. A hand wash station is to be located at the entrance and exit.</p> <p>Outside the virus is less likely to survive for long periods of time on touch points. After 60 minutes of direct UV radiation (Sunlight) it is thought that this results in the destruction of viral infectivity to an undetectable level.³</p> <p>Spectators Spectators attending the game must adhere to government rules on gatherings, they should not join a group of more than 30 and six people/two households indoors. This will be in the 'green zone'. The maximum number of people permitted to enter Krooner Park is 1,300. Covid Marshalls may be deployed to ensure that rules are enforced.</p>	Cr	I	Low
Club House / buildings	A+B+C+D+E	Cr	P	High	<p>No access to the club house or any building will be permitted unless in an emergency or to use the welfare facilities, or if the facility is being used as a changing room.</p>	Cr	I	Low



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					<p>The bar may be open.</p> <p>There will be no pre-match or post-match hospitality for players, club officials or match officials. After the game is finished players / staff and officials should immediately leave the venue.</p> <p>Toilets will be allowed to open.</p> <p>The boardroom is closed for hospitality and will be used by the match officials to change when changing rooms are open.</p>			
Exchanging team sheets	A+B+F+G+H	Cr	O	High	<p>Physical Team sheets may not be exchanged in paper form as there is evidence that the Virus can last up to 3 hours after exposure.⁶</p> <p>It might be prearranged how to exchange team sheets in electronic form.</p>	N	I	Low
Receiving or paying Money	B+C+H	Cr	O	High	<p>Spectators will be required to pay an entry fee.</p> <p>Match Officials match fees may be paid via Bank Transfer</p>	N	I	Low
Pre-existing health conditions	A+B+C+D+E	C	F	High	<p>Information documents are sent to participants explaining that players / staff that are clinically extremely vulnerable and placed in the high risk category⁵ then they are not to train/trial/play and alternative arrangements will be made when it is deemed safer. This is the same should they have someone in their household and are shielding the individual.</p> <p>Furthermore, the information document lists those classed as 'clinically vulnerable' and placed in the moderate at risk group⁵ and suggest they do what is best for them and their family and make a case by case decision on whether it be appropriate to train.</p>	C	I	Low
Group Size	A+B+E	Cr	O	High	<p>Training sessions will not exceed a group size of 30, including the staff.⁷ Multiple groups are allowed but there must be a clear distinction of space between the groups.</p> <p>Sessions will be socially distanced where possible in accordance with government regulations and meet the FA requirements. For example in the warm ups.</p>	Cr	R	Medium



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				High	<p>Group sizes will not exceed the regulations of the government which set out the maximum number of people allowed to gather.</p>			
Travelling to the venue	A+C	Cr	O	High	<p>All – Fixtures and Training Players should avoid where possible car sharing or travelling to the venue in a car driven by someone outside their household. Where this is not possible the club remind participants of the government regulations and suggest that where this is not adhered to, face coverings are worn when the 2m distance is not observed.</p> <p>Where possible players should walk or cycle, but recognise this might not be feasible or safe at night. Where ever possible players should avoid public transport.</p> <p>At Krooner Park when parking cars in the car park, the drivers should leave a 2m gap between cars to ensure social distancing is maintained.</p> <p>Players must record their temperature prior to leaving for the game.</p> <p>The Government’s Safer Travel Guidance must be adhered to.</p> <p>U18/19 fixtures - coach & mini bus travel Where the fixture requires a minibus or coach, all people on the transport will wear a face covering and players will be asked to wash their hands for 20 seconds before and after the journey. Time will be limited at service stations and the like. Players will maintain a 2m social distance when they get off the transport. It will be the exception and not the norm to travel by coach or mini bus. The only time a mini bus or coach will be considered appropriate for travel is the journey time, on way, exceeds 1hr 30minutes, the distance is of the journey is more than 60miles one way or the kick-off is before 5PM and it is impractical for parents to take the players, otherwise special permission from the Deputy Covid-19 Officer (football) will be required.</p> <p>Travelling to Areas that are on the Local Authority Watch List and area of concern or an area where a variant of concern has been found. Camberley Town Football Club will not travel to an ‘Area of intervention’ or an ‘Area for enhanced support’ or an ‘Area where a Variant of Concern’ has been identified as being amongst the local population, unless the action plan authorised by the Secretary of State for Health allows for people from outside the area to travel into it and for competitive sport to take place. Even in such a situation the Board of</p>	Cr	I	Low



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Use of welfare facilities	A+B+C	Cr	P	High	<p>Players are encouraged to use the toilet at home before coming to training.</p> <p>At Krooner Park all five toilets will be open, but only one person will be permitted to use it at a time. Players will not use public toilets at any public recreation ground. Players are encouraged to follow good toilet etiquette and flush toilets after use and to lift the seat when standing to urinate. According to research SARS, which is the agent that is considered the novel coronavirus (Covid-19 is SARS-CoV-2) can last in urine for up to 72hours and up to 96hours in faeces.³</p> <p>Queuing must maintain the 2m Rule. All persons are to wash their hands when entering and exiting the area.</p> <p>SARS-CoV-2 stays viable in an aerosol (attached to particles that stay aloft in the air) form for up to 3 hours at room temperature.² So it is important to ensure that there is a good flow of air, windows and doors should be kept open, where they possibly can and in a way that does not compromise the safeguarding principles of the player / staff</p> <p>Hand hygiene should be observed at all times.</p>	Cr	I	Low
PPE (This is included despite it clearly being a control measure because the HSE list it for assessment)	A+B+C	Cr	P	High	<p>Players / Staff are encouraged to wear gloves and wear a face covering, however, in accordance with the hierarchy of controls¹ the club recognises that PPE is to be used as the last resort to protect players/staff against the coronavirus. [Personal protective clothes and equipment element of the Hierarchy of Controls¹]</p> <p>Non-surgical face masks will be made available to the staff to be worn at their digression.</p> <p>Non-Surgical face masks will be made available to spectators at the entrance hand wash station should parents consider it necessary to watch sessions / trials / games</p>	Cr	I	Low



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				High	<p>and can be worn by them if they wish, however, it is not mandatory as it is possible to maintain social distancing.</p> <p>First Aiders will be required to wear a Level 2 standard of PPE⁹</p>			Low
Dugouts	A+B+E+F+H	Cr	P	High	<p>To allow social distancing the ground may operate split dugouts. CTFC will use the stand as a dug out, the opposition will use the Home and Away Dug out. Appropriate markers will be placed in the stand to ensure that CTFC players adequately social distance.</p> <p>Away team players should ensure that they take all of their rubbish with them as they leave the dugout after the game to ensure there is no cross contamination.</p> <p>The appropriate on ground infrastructure will be put in place to comply with the laws of the game. i.e technical areas outside the stand.</p>	Cr	O	Low
Safeguarding	A+B+C+D+E+F+G	Cr	I	Medium	<p>The usual Safeguarding procedures from outside Covid-19 times should be adhered to.</p> <p>Covid-19 specific safeguarding considerations: You may be one of the first people outside the family unit that a child has met in recent times. It's important you know that some children may be struggling for various reasons, including:</p> <ul style="list-style-type: none"> • Lacking confidence, as they have felt cut off from their friends; • Being confused and stressed about how to behave because of social distancing; • They or someone they care about may have been or still be unwell; • They may still be grieving because someone they love has died; • Hearing that people from BAME communities may be more vulnerable to Covid-19 might cause anxiety; • They may have been neglected emotionally and/or physically – through lack of food and/or care; • Children with learning disabilities may find it particularly confusing, as their routine has changed. <p>If you are worried about a child as they return to football, it's vital you report your concerns. Doing nothing is not an option.</p>	S	R	Low



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There are five ways to report your concerns if you are worried about a child as they return to football:

- To your club or league Welfare Officer;
- To your County FA Designated Safeguarding Officer.
- By emailing The FA Safeguarding Team at safeguarding@TheFA.com;
- If urgent and you cannot contact your club, league or County FA Designated Safeguarding Officer, you should call the NSPCC 24-hour helpline on 0808 800 5000;
- If it is an emergency because a child or children are at immediate risk, then call the Police on 999.

Name of Document
Originator

Craig Green

Tel. No.

01276 65392

Signature

Date of Risk Assessment

14/05/2021



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PROBABILITY SEVERITY	FREQUENT (F) Not surprised, will occur several times.	PROBABLE (P) Occurs repeatedly / an event to be expected.	OCCASIONAL (O) Could occur some time.	REMOTE (R) Unlikely though conceivable.	IMPROBABLE (I) So unlikely that probability is close to zero.
CATASTROPHIC Multiple fatalities on site, or a single death off site. (C)	IN	IN	IN	H*	M
CRITICAL Single fatality and/or multiple severe injuries or occupational illness on site; injury or illness off site. (Cr)	IN	IN	H*	M	L
SERIOUS Single severe injury or occupational illness; and/or multiple minor injuries or minor occupational illness (S)	H	H	M	L	A
MINOR Minor injury / short term absence. (M)	M	M	L	L	A
NEGLIGIBLE Trivial injury (First Aid only) / plant damage (N)	M	L	A	A	A