Coronavirus (Covid-19) RISK ASSESSMENT for football matches at WOODBRIDGE TOWN FOOTBALL CLUB

Last revised on: 9/4/2021

Hazard	Risk to:	Control	Method	Responsible	Completed
Before any football activity takes place at WTFC					
Transmission of COVID-19 at WTFC	All visitors	**Appointment of Covid-19 officer and committee**	The Covid-19 officer/committee at WTFC will be responsible for clearly communicating all relevant guidance to its players, coaches and volunteers.	Richard Scott David White Mark Williams Si Stewart	21/07/20
Transmission of COVID-19 at WTFC	All visitors	**Compliance**	Stewards to monitor and politely enforce social distancing around the entire pitch perimeter and grandstand	Richard Scott Match Stewards	21/07/20
Transmission of COVID-19 at WTFC	All visitors	**Pre match advice to opposition**	The Club Secretary to include risk assessment and covid-19 information with the usual pre match notification	Mary Ablett	Ongoing
Transmission of COVID-19 during travel to WTFC	All visitors	**Maintenance of social distancing**	All attendees should follow best practice for travel People from a household or support bubble can travel together in a vehicle. If participants do have to travel with people outside their household or support bubble they should try to: Share the transport with the same people each time. Keep to small groups of people at any one time. Open windows for ventilation. **Wear face coverings**	All attendees	21/07/20
Transmission of COVID-19 at WTFC	All visitors	**Self assessments**	In line with current Government guidance, all visitors to WTFC (players, coaches, club and match officials, volunteers, spectators etc.) should check for symptoms of Covid-19. If an individual is symptomatic and/or living in a household with a possible Covid-19 infection they should remain at home and follow Government guidance.	WTFC Covid-19 committee	21/07/20
Transmission of COVID-19 at WTFC	All visitors	**Management of flow**	Clear signage to manage entry, and general movement around the venue which ensure social distancing can be maintained.	Facilities Manager	

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Controls regarding spectators at Woodbridge Town Football Club					
Spreading COVID-19 at turnstile entrance	Spectators Staff Volunteers	**Maintenance of social distancing**	Marshalled queueing system before turnstile to be marked on concrete path with cones and signage	Club Committee	Completed
Transmission of COVID-19 at turnstile entrance	Spectators Staff Volunteers	**Revised Payment methods**	Provision for Contactless payments to be investigated Correct cash payments to be encouraged pre match Pre match online ticket sales	Facilities Manager Social Media Social Media	Ongoing 20/08/20 20/08/20
Transmission of COVID-19 at turnstile entrance	Spectators Staff Volunteers	**Avoiding bottleneck of spectators**	Revised Match Draw method	Club Committee	Ongoing
Transmission of COVID-19 in stands	Spectators Club officials	**Maintenance of social distancing**	Reduced capacity in Metal stand Main stand capacity reduced to allow social distancing Face masks must be worn in all stands	Match Stewards Match Stewards Match Stewards	Ongoing 23/10/20
Transmission of COVID-19 on pitch surround	Spectators Club officials	**Maintenance of social distancing**	1 metre taped markings on perimeter barrier (3 spectators between concrete posts = 321 max spectators around pitch perimeter Crowd management. Tannoy announcements to be made	Facilities Manager Volunteers	22/08/20
Spreading COVID-19 in clubhouse	Spectators Staff Volunteers	**Maintenance of social distancing**	Marshalling of clubhouse entrance and exits	Match Stewards Match Stewards	Ongoing
Transmission of COVID-19 in boardroom	Club officials	**Maintenance of social distancing**	Boardroom to be closed before, during and after match Insufficient space to allow indoor social distancing	Club Committee	Ongoing
Transmission of COVID-19 in wider community	General public	**Test and Trace System**	Government guidelines to be followed concerning Test and Trace system for spectators if required. Spectators 'check in' on arrival using NHS app supplemented by paper list of name and number. Volunteer required to manage.	Club Committee Match Stewards	Ongoing

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Transmission of COVID-19	Spectators Volunteers	**Maintenance of social distancing**	Supporters, parents, and other spectators should remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six-person gathering limits and spread out, in line with wider Government guidance, ensuring space for officials, coaches, and substitutes	Match Stewards Spectators	Ongoing
Transmission of COVID-19	Spectators Volunteers	**Screening Measures**	There is currently no Government requirement outside of the Elite Protocols to undertake testing or temperature checks. All participants and spectators to be advised using social media channels not to attend if they show symptoms of covid-19 or they feel unwell.	Social Media	Ongoing
Transmission of COVID-19	Spectators Volunteers	**Controls regarding refreshments**	A limited range of food and beverages to be made available from the outside kiosk. All food and drinks must be consumed seated at tables	Facilities Manager	Updated 9/4/21
Transmission of COVID-19	Spectators Volunteers	**Ground Capacity**	The number of spectators to be limited to the guidance issued by the FA for step 5 ground grading. Numbers admitted will be counted to include pre purchased tickets and season ticket holders	Match Stewards	Ongoing
Controls regarding match officials					
Transmission of COVID-19 amongst match officials	Match officials	**Maintenance of social distancing**	Reserved car parking to be made available near to clubhouse for match officials	Volunteer car parking attendants	Ongoing
Transmission of COVID-19 within changing room	Match officials	**Maintenance of social distancing**	Officials changing room to made available to match officials **only if requested**. The officials changing room is of sufficient size to allow for social distancing of three officials. Door/windows to be kept open	Secretary Facilities Manager	Ongoing
Transmission of COVID-19 through cash payments	Match officials	**Alternative payments method**	Electronic payments available to replace cash	Secretary Facilities Manager	Ongoing

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Transmission of COVID-19 through Team sheets	Match officials Team officials Secretary	**Alternative payments method**	Physical team sheets should not be shared between the officials or opposition where possible. This can be sent electronically via photo or e-mail if required.	Team officials	Ongoing
Controls regarding players and team management					
Transmission of COVID-19 amongst players, team management and match officials	Players Team officials Match officials	**Self-Assessments before matches AND training**	In line with current Government guidance, all participants should check for symptoms of Covid-19. If an individual is symptomatic and/or living in a household with a possible Covid-19 infection they should remain at or be sent home and follow Government guidance. In addition, any participants who have been asked to isolate by NHS Test and Trace because they are a contact of a known Covid-19 case, must not attend.	Team officials Medical officer	Ongoing
Transmission of COVID-19 amongst players, team management and match officials	Players	**Playing Kit Travel**	Players should arrive in kit, where possible alone or with household or support member bubbles. Car sharing should be a last resort but if necessary, precautions such as PPE usage should be in place	Team officials Players	Ongoing
Transmission of COVID-19 within changing room	Players Team officials	**Maintenance of social distancing**	Changing rooms provide a greater risk of transmission and therefore we will need to rethink the use of these facilities. **Changing rooms should be used for changing 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. Door/windows to be kept open	Team officials Players	Ongoing
Transmission of COVID-19 within changing room	Players Team officials	**Hygiene**	Hand sanitiser station to be placed in every changing room Additional signage to be posted in changing rooms	Facilities Manager	21/07/20

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Transmission of COVID-19 within changing room	Players Team officials	**Maintenance of social distancing**	Pre-match/half time/full time team talks should be done on the pitch to minimise time spent in changing rooms	Team officials	Ongoing
Transmission of COVID-19 within changing room	Players Team officials	**Maintenance of social distancing**	Teams will not enter the field of play collectively. The teams will stagger their arrival onto the pitch, and this will be pre-agreed with the match officials.	Team officials Players	Ongoing
Transmission of COVID-19 amongst players, team management and match officials	Players Team officials Match officials	**Maintenance of social distancing**	The Respect handshake pre match will be suspended until further notice.	Team officials Players	Ongoing
Transmission of COVID-19 amongst players, team management and match officials	Players Team officials	**Maintenance of social distancing during warm-up**	Warm-up areas to provide sufficient distance between the Home and Away teams and a provision of an area for match officials. It is advisable that these are clearly marked and/or communicated.	Team officials Players Match officials	Ongoing
Transmission of COVID-19 amongst players and team management	Players Team officials	**Water bottles**	No water bottles will be issued by the club for matches Players and team officials must bring and use their own water bottle	Team officials Players	Ongoing
Transmission of COVID-19 amongst players, team management and match officials	Players Team officials Match officials	**Hygiene**	No Spitting No Chewing Gum Socially distanced Goal Celebrations	Team officials Players	Ongoing
Transmission of COVID-19 amongst players, team management and match officials	Players Team officials Match officials	**Substitutes**	Additional chairs should be placed alongside dugouts to accommodate substitutes and team officials at 1 metre distancing Additional bibs to be made available to prevent players and substitutes sharing a bib. Technical area to be extended to accommodate additional seating	Facilities Manager Groundsman	Ongoing

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