







Bishop's Stortford Community Football Club Risk Assessment

Date	1 st September 2020	Assessed by:	Alan Hazell	Position:	COVID-19 Officer
RA Number	Version 4	Review Date:	30 th September 2020		

Who Might be Harmed				
Officers	Players	Volunteers	Coaches	Others
√	√	√	√	√

PPE (insert √)		Known Hazards (insert √)	
			
√	√	√	√

Equipment Required
<ul style="list-style-type: none"> Sanitising Spray for warm up and match equipment First aid, PPE as per The FA First Aid Guidance including Disposable Gloves (<i>Nitrile Examination Gloves</i>), Antic Bac wipes, Fluid Resistant Surgical Mask (Type IIR), Anti bacterial Gel, Disposable Aprons in a roll, Bin bags for waste, Re-usable Goggles/visors. Hand sanitisers supplied at the Club pitch entrances and exits Disinfectant for rinsing footballs etc.



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BSCFC Risk Assessment for pre-, during and post-matches

General Section (Applies to all Venues and facilities)

Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Communication	Infection risk of Covid-19	2	4	8	<p>Bishop's Stortford Community Football Club (BSCFC) will follow all the guidelines issued by the Government, The League and The FA for the return of football. All BSCFC Players / Coaches / Volunteers / Club Officials, etc will be provided with access and asked to read The FA "Code of Behaviour" (which will be published on the Club's website).</p> <ul style="list-style-type: none"> • Email will be sent to all BSCFC Players / Coaches / Volunteers giving instructions / information on the Home Club's match day procedures. A copy of the instructions will be provided to any visiting teams and Match Officials prior to, or on, arrival. • Coaches / Volunteers / Players / Match Officials / visiting teams will be reassured and instructed to ensure they wash their hands and comply with social distancing. • All visitors are requested to carry out a self-assessment with regards to COVID-19 symptoms and self-isolate. • Anyone who wishes to shield will be permitted to do so. • All visitors will be provided with a reminder of the symptoms of COVID-19 and the need to follow Government guidelines. • Attendees records to the stadium will be kept for 21 days in line with the Club's data protection policy and used upon request to comply with the requirements for the NHS Track and Trace. Confirmation will be obtained from visiting teams to confirm they have all contact details for their visiting team. • Communication will be sent to all with regards to the controls in place by the Club for attendance at training/matches. • No indoor training or matches can take place until further notice. • Club Board / Committee Members will observe a number of home matches in order to ensure compliance and reminders of compliance is adhered to. • Ask the opposition to provide a list of all supporters with contact number (for track and trace purposes). Keep this list for 12 weeks before destroying it. 	1	4	4



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Facilities used by BSCFC include:

- Bishop's Stortford Football Club (BSFC), CM23 5RG
- Bishop's Stortford Community Football Club (BSCFC) Clubhouse (Friedberg Avenue/Harvest Moon), CM23 4RF
- Birchwood High School Detached Playing Field (Pearce House) Parsonage Ln, Bishop's Stortford CM23 5BD
- Bishop's Stortford Sports Trust, Cricketfield Ln, Bishop's Stortford CM23 2TD,
- Grange Paddocks, Rye St, Bishop's Stortford CM23 2HH
- Jobber's Wood, SG10 6FB
- Paringdon Sport's and Social Club, Paringdon Rd, Harlow CM19 4QT
- Birchanger Sports and Social Club (BSSC), 229 Birchanger Ln, Birchanger, Bishop's Stortford CM23 5QJ
- Manuden Village Community Centre, David Collins Drive, Manuden, CM23 1EH

Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Travelling, car parking and external areas outside the football ground	Infection risk of Covid-19	3	4	12	<ul style="list-style-type: none"> • All participants will be reminded of the need to comply with the latest Government legislation for travelling to and from matches. • Users of Local Authority car parks and the park area are reminded to maintain social distancing and follow Government guidelines. • BSCFC will not authorise the sharing of vehicles to home or away matches unless with family members / social bubble but will advise participants of the importance of vehicle hygiene, personal hygiene, ventilation and face masks should a situation arise where it is needed. 	1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Access Control to Home Pitches	Infection risk of Covid-19	3	4	12	<ul style="list-style-type: none"> • Hand sanitiser will be provided at all home venues. • Gates and door handles will be sanitised prior to each match. • PPE will be provided if medical assistance is required and social distancing is not possible. 	2	4	8



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Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Spectators	Infection risk of Covid-19	3	4	12	<ul style="list-style-type: none"> Supporters will be asked to stand behind the respect barriers and observe social distancing at all times. All match officials, volunteers and supporters must be asked to sign a track and trace form. This must be kept (together with a copy of the match sheet) for 12 weeks. 	2	4	8
Toilets	Infection risk of Covid-19	3	4	12	<p>Note: The toilet facilities at Friedberg are not to be used until further notice. Those at Grange Paddocks, Birchwood High School, BSSC, Cricketfield Lane, Jobber's Wood, Manuden and Parringdons must be used (or not) in accordance with the relevant Owner's rules and guidance.</p> <ul style="list-style-type: none"> Where possible observe a "one-in, one-out approach. 	1	4	4
H & S Arrangements and First Aid (General)	Infection risk of Covid-19	2	4	8	<ul style="list-style-type: none"> Medical and PPE provision is available at the ground to follow The FA PPE level requirements for First Aid. First Aiders are advised to wash hands after treatment and record name date and treatment provided for NHS track and trace process. Suitable sanitisation process in place for stadium touchpoints. Signage regarding handwashing and social distancing is displayed. Handwash, sanitiser and wipes are available. 	1	4	4
Movement inside buildings	Infection risk of Covid-19	2	4	8	<ul style="list-style-type: none"> Hand sanitiser is provided before entering the entrance. Signage inside the building will provide guidance and reminders of social distancing measures. One-way signs to be applied to corridors and "pinch points" where social distancing opportunities are limited. 	1	4	4



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Players and Officials Section (Applies to all Venues and facilities)

Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
First Aid (On pitch)	Infection risk of Covid-19	2	4	8	<ul style="list-style-type: none"> First aider will wear appropriate PPE (face mask and disposable gloves), Anyone assisting will need disposable gloves and fluid resistant surgical mask. All equipment used will be disposed of or sanitised. 	1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Warm-ups, Break times, half time and post-match warm-downs	Infection risk of Covid-19	3	4	12	<ul style="list-style-type: none"> Players will be reminded to keep social distancing a priority during any breaks. Players will be asked to bring their own named water bottles, hand sanitiser and sun cream for their training or match session which are to be used during, before and after any break. 	2	4	8
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Changing rooms / showers	Infection risk of Covid-19	3	4	12	<p>Note: The changing rooms and showers at Grange Paddocks, Friedberg and Birchwood High School are not to be used until further notice. Those at BSSC, Cricketfield Lane, Jobber's Wood and Paringdon must be used (or not) in accordance with the relevant Club's rules and guidance.</p> <ul style="list-style-type: none"> Changing rooms / shower rooms will only be used for matches where required to do so by the League. However, all team and Officials will be asked to attend the match already changed. All players / Coaches / Match Officials are requested to shower at home after matches. Where changing rooms / showers are used then they will be treated as required with sanitising solution to combat COVID-19 and other viruses. Changing room windows will be open to allow for ventilation. Only authorised personnel to access changing rooms and each will be clearly marked with the maximum number of individuals permitted access and this communicated to all teams and Officials. Changing rooms must only be used for changing and showering. 	2	4	8



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Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Competitive match play and training	Infection risk of Covid-19	3	4	12	<ul style="list-style-type: none"> • BSCFC affiliated with County Football Association prior to match play. • Safety briefings prior to competitive activities should be provided reminding participants of The FA 'Code of Behaviour' and the requirement to social distance during breaks in play. • No pre-match handshakes. Players will be asked to hand-sanitise before kick-off. • Huddles should not take place. Team talks (held outside where possible) can take place, as long as social distancing is observed. • Coaches, other team staff and substitutes are allowed, but must also always observe social distancing on touchline / dug outs. Social distancing must also be observed during interactions when a substitution is being made. Additional seating will be provided to allow for social distancing. • Match preparation meetings by Officials should be held. • Set plays - freekicks: Referees and Coaches should encourage players to get on with the game and not unnecessarily prolong set play set-up, such as defensive walls. • Set plays - corners should also be taken promptly to limit prolonged close marking. • Goal posts should be wiped down before matches and after matches. • Goal celebrations should be avoided. • Interactions with Referees and Assistants Referees should only happen with players observing social distancing. • Footballs should not be handled unless for throw-ins and if the ball goes outside of the pitch confines then it should be sanitised before entering play and alternative sanitised ball used to help the game flow. Use of foot instead of hands where possible. • Goalkeepers to be encouraged to disinfect their gloves regularly. 	2	4	8



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		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Post Match	Infection risk of Covid-19	2	4	8	<ul style="list-style-type: none"> • Return club kit (shirts /bibs / balls to coach • Change back into personal kit on pitch side or in designated areas. • All equipment, including first aid bags, must be cleaned using anti-viral sprays, whilst wearing appropriate PPE. • Dispose of used items as recommended and double bags items. • Clothing must be washed between sessions. 	1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Club House bars	Infection risk of Covid 19	3	4	12	<ul style="list-style-type: none"> • Club house bars will be covered with separate Risk Assessments. 	1	4	4



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Facility Specific Requirements

Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
BSFC	Infection risk of Covid 19	3	4	12	<ul style="list-style-type: none"> BSFC Have a published Risk assessment and Plan published on their website (www.bsfc.co.uk) 	1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Friedberg Avenue	Infection risk of Covid 19	3	4	12		1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Pearce House	Infection risk of Covid 19	3	4	12		1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Birchanger	Infection risk of Covid 19	3	4	12		1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Grange Paddocks	Infection risk of Covid 19	3	4	12		1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Cricketfield Lane	Infection risk of Covid 19	3	4	12		1	4	4



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		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Jobber's Wood	Infection risk of Covid 19	3	4	12		1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Paringdon	Infection risk of Covid 19	3	4	12		1	4	4
Activity	Task Specific Hazards(s)	Risk Rating			Mitigation Measures	Post-Mitigation		
		Likelihood	Severity	Rating		Likelihood	Severity	Rating
Manuden	Infection risk of Covid 19	3	4	12		1	4	4



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Ensure that you always follow social distancing measures. If you are unsure of any processes, then please ask.

RISK MATRIX		Severity				
		1: Insignificant	2: Minor	3: Moderate	4: Major	5: Catastrophic
Likelihood	5: CERTAIN (> 90%)	Moderate	High	EXTREME	EXTREME	EXTREME
	4: LIKELY (50 to 90%)	Moderate	Moderate	High	EXTREME	EXTREME
	3: POSSIBLE (20 to 49%)	Low	Moderate	High	EXTREME	EXTREME
	2: UNLIKELY (5 to 19%)	Low	Low	Moderate	High	EXTREME
	1: RARE (<5%)	Low	Low	Moderate	Moderate	High