

CRAMLINGTON UNITED F.C.

COVID-19 Training/Match Day Risk Assessment



Cramlington United F.C. aim to provide a safe environment for all players, parents and coaches in attendance, whilst adhering to guidelines provided by UK Government, The FA, Northumberland FA and the Northumberland Football League (or other league organisation) where necessary.

CUFC Trustees

Quality Management

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Issue Record

ISSUE	STATUS	DATE	PREPARED BY (AUTHOR)	CHECKED/APPROVED	COMMENTS
0.1	Draft	10 June 2020	<i>M Hedley</i>	<i>CUFC Trustees</i>	<i>Issued as a draft to alert club members</i>
0.2	Final Draft	14 June 2020	<i>M Hedley</i>	<i>CUFC Trustees</i>	<i>Quality Management system added, RA updated and formatting changes</i>
1.0	Final	14 June 2020	<i>M Hedley</i>	<i>CUFC Trustees</i>	<i>Release to all club members</i>
2.0	Final	20 July 2020	<i>M Hedley</i>	<i>CUFC Trustees</i>	<i>Revised following new FA guidelines.</i>
3.0	Final	30 July 2020	<i>M Hedley</i>	<i>CUFC Trustees</i>	<i>Revised following new FA guidelines for matches.</i>

Document Status

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CRAMLINGTON UNITED F.C. – COVID 19 TRAINING RISK ASSESSMENT

Activity:	Training	Age Group:	All	Other Info: Refer to Annex A for Check List & Annex B for Player Register.
Day:	N/A	Time:	N/A	
Venue:	Northburn Sports & Community Centre, Eastfield Playing Fields & Alexandra Park, Cramlington			

Cramlington United F.C. aim to provide a safe environment for all players, parents and coaches in attendance, whilst adhering to guidelines provided by UK Government, The FA, Northumberland FA and the Northumberland Football League (or other league organisation) where necessary.

(At present, these guidelines and activities available are limited but we will continually reassess and amend our risk assessment once further guidance has been given by any of the parties mentioned and will also be reviewed monthly as a minimum).

At present, the current guidelines states –

- When ready, you can begin competitive training, with the overall group size (inclusive of coaches) being limited to 30 people.
- Outdoor competitive training and matches, physical contact is now allowed, but for all other activity (e.g. warm-ups/cool-downs) the Government guidance on social distancing should be observed.

For further advice and guidance:

- Covid-19 - <https://www.gov.uk/coronavirus>.
- FA Guidance – [Covid-19 Guidance on re-starting outdoor competitive grassroots football](#)
- NFA Risk Management - [Northumberland FA – Risk Management Considerations for Session Delivery](#)



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RISK ASSESSMENT – ‘Before’ Training Sessions/Matches

Ref	Hazard – Spread of Covid 19	Who is at risk?	Actions or Mitigation Measures	Health and Safety Information/Actions
1	Spread of Covid-19	Everyone	<p>Covid-19 officers have conducted a thorough risk assessment before the re-opening and re-starting competitive activity. Current ‘NHS test and trace’ protocols will be adhered, such as keeping an attendance register.</p> <p>Any training sessions/matches that do not adhere to the protocols detailed in this RA will be stopped and coaches reminded of the measures that should be in place.</p> <p>Coaches to remain vigilant and report any concerns to the Covid-19 Officers.</p>	<p>Covid 19 Officers are the Trustees detailed below –</p> <ul style="list-style-type: none"> • Dave Malone • Alan Lemin • Kevin Hastings • Graham Peet • Mark Hedley
2	Players showing symptoms of Covid-19	Players, Parents, Coaches & any other attendees	<p>Refrain from attending any matches/training session if you, or anyone in your household have displayed signs of:</p> <ol style="list-style-type: none"> 1. Fever 2. Dry Cough 3. Headache 4. Sore Throat 5. Breathing Difficulties 6. Loss of Taste or Smell 7. Generally feeling unwell <p>(If a player displays any of the above symptoms, a 14-day isolation from training must be adhered to). Please inform your coach or any other club representative. Confidentiality will be guaranteed.</p> <p>Players may have their temperatures checked on arrival using a forehead digital thermometer. If the ‘fever’ alarm is activated the player will be asked not to take part in the session or match.</p>	<p>Coach to keep a register of any reported symptoms.</p> <p>Temperature readings to be recorded on the Matches/Training Record (Annex B).</p>



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3	Travel.	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Players should only travel to matches/training with their own parent/guardian (household member). Do not bring players from other households. If walking or cycling, social distancing should be adhered. Prior to travel wash hands. 	
4	Refreshments/medicine/PPE.	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Each player brings their own water/juice and any other necessary items such as medication, hand sanitiser etc. Players provide their own protective mask and/or gloves should you wish for the player to wear them during the training session. 	
5	Toilets.	Players, Parents, Coaches & any other attendees	There will be no facilities open at any training venues such as toilets, so please encourage players to use the toilet at home before attending training.	



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RISK ASSESSMENT – ‘Before’ Training Sessions/Matches

Ref	Hazard – Spread of Covid 19	Who is at risk?	Actions or Mitigation Measures	Health and Safety Information/Actions
6	Session planning/set-up/matches – Social distancing.	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Ensure all my equipment has been thoroughly cleaned ahead of training. Sessions to be reviewed including start & finish times for each location to reduce the number of persons on site at any one time. Receive consent from parents/carers of all the players (under 18) to attend training sessions/matches (Annex A). Coach to establish and confirm number of attendees, plan session(s) according to latest FA guidance, groups of no more than 30. Coach to be prepared for session adjustments due to last minute attendee changes (What if...). Coach to arrive in plenty of time to set-up session(s)/pitch. Minimise amount of equipment required, and therefore contact and double handling. Try to reduce the use of bibs, however if bibs are used, these should not be swapped during session, and should be separated from unused bibs and washed after each session. 	<ul style="list-style-type: none"> Session/match dates/time MUST be agreed with Kevin Hastings (male football) and Mark Hedley (female football). Ensure consent form Annex A is received for each player (under 18). Coach to set up/collect equipment. Coaches to wear disposable gloves or regularly sanitise hands and other PPE (if felt appropriate). Wash ‘used’ bibs after each session.
7	Session planning/set-up – Social distancing.	Coaches & players	<ul style="list-style-type: none"> Competitive match play is permitted, with social distancing in place before and after the session, and in any breaks in play. • Set plays: players are encouraged to avoid unnecessarily long set-up or close marking. Other modifications apply to specific situations, such as goal celebrations being discouraged. Youth football coaches are encouraged to limit persistent close proximity of participants during match play and training. Small-sided football should include more regular hygiene breaks in activity and players discouraged from touching or tackling against boards. 	<ul style="list-style-type: none"> Coaches to prepare session plans accordingly. Inform and remind players of social distancing requirements.



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RISK ASSESSMENT – ‘Before’ Training Sessions/Matches

Ref	Hazard – Spread of Covid 19	Who is at risk?	Actions or Mitigation Measures	Health and Safety Information/Actions
8	Match day preparation.	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> The sharing of kit and equipment should be avoided, but where equipment is shared, it must be cleaned before use by another person. Goal posts and corner poles should be wiped down before matches, after matches and at half time. Active participants should arrive changed and ready to take part. Meet-up times should be adjusted to avoid time spent congregating at a venue. When each player arrives, they must proceed directly to where their coach has set up and instructed. Use of clubhouses, hospitality facilities, changing rooms and toilets must be adhere to Coaches to obtain opposition RA/protocols prior to any away fixture and inform all parties. Coaches to provide opposition our RA prior to their arrival (Home fixture). 	<ul style="list-style-type: none"> Coaches to obtain any Covid-19 RA and protocols from the opposition (if playing away). Inform all parties of the RA and any protocols. Coaches to provide opposition our RA prior to arrival. Match dates, times and venues will be decided by coach (in conjunction with Club and pitch availability). Coach will inform parents/players by usual means of communication. Coach will prepare for expected attendance and be set-up prior to arrival. Coaches to keep a record of attendees. Refer to Annex B.



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RISK ASSESSMENT – ‘During’ Training Sessions/Matches

	Hazard – Spread of Covid 19	Who is at risk?	Actions or Mitigation Measures	Health and Safety Information/Actions
9	Arrival - Training	Players, Parents, Coaches & any other attendees	When each player attends the training venue, they must proceed directly to where their coach has set up. Players and parents/guardians must adhere to social distancing throughout the session.	<p>Team training dates, times and venues will be decided by coach (in conjunction with Club and pitch availability). Coach will inform parents by usual means of communication. Coach will prepare for expected attendance and have the session set-up prior to arrival. Coaches to keep a record of attendees and their groups (per session). Refer to Annex B.</p>
10	Social Distancing	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> • 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). • Competitive match play is permitted, with social distancing in place before and after the session/match, and in any breaks in play. • Non-contact training sessions to be utilised. Ensure social distancing is always adhered to by players and coaches. • ‘Player stations’ to be placed minimum 2m apart, away from training/match area. Players will leave their drinks and any other items making it recognisable as theirs. Players must not approach any other players ‘station’. • Parents/Guardians of players who need transported to/from training must try to remain for the duration of the session. If not in attendance, inform coach. • Spectator groups should be limited to six people per group and spread out in line. 	<p>Coaches to inform parents/guardians to the location of stations prior to arrival.</p> <p>Covid 19 Officers to monitor social distancing and ensure protocols detailed in this RA are followed.</p>



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RISK ASSESSMENT – ‘During’ Training Sessions/Matches

	Hazard – Spread of Covid 19	Who is at risk?	Actions or Mitigation Measures	Health and Safety Information/Actions
11	Equipment	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Remind players not to touch equipment. Footballs – contact with hands should be kept to an absolute minimum. When the ball goes out of play, it should not be retrieved by non-participants and should be retrieved using the feet rather than the hands where possible. 	
12	Hand Washing/Hygiene Etiquette	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Players should bring their own hand sanitizer. (As a precaution a ‘hand sanitizer station’ will be made available). Constant encouragement to sanitize hands after each session/during break in play. Players must not ‘spit’ and should avoid shouting or raising their voices when facing each other. Inform players that no toilet breaks in the vicinity of the training session will be permitted. 	<p>Players encouraged to bring their own hand sanitiser and kept at their ‘player station’.</p> <p>‘Hand sanitiser station’ will be made available as a precaution.</p>
13	Players/parents showing symptoms of Covid-19	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Those players, parents, spectators, or coaches must NOT attend training/matches. Any person who begins to feel sick during the activity should be isolated from other players and should be required to return home. If a player, parent, spectators, or coach develops COVID-19 symptoms during the activity, they should be sent home to begin isolation immediately. 	<p>Coach to keep a register of any reported symptoms.</p> <p>Anyone who becomes infected after training/matches should report this to the NHS test and trace system.</p>



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RISK ASSESSMENT – ‘During’ Training Sessions/Matches

	Hazard – Spread of Covid 19	Who is at risk?	Actions or Mitigation Measures	Health and Safety Information/Actions
14	Injury	Players, Parents, Coaches & any other attendees	<p>In the event that a player requires ‘minor’ first aid, a family member must attend to the player as a first option. If not possible, the first aider should use appropriate Personal Protective Equipment, including medical mask and gloves.</p> <p>If additional, more professional assistance is needed, 999 or 111 should be called</p>	



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RISK ASSESSMENT – ‘After’ Training Sessions/Matches

	Hazard – Spread of Covid 19	Who is at risk?	Actions or Mitigation Measures	Health and Safety Information/Actions
15	Hand Washing/Hygiene Etiquette	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Players must wash their hands with sanitiser at earliest opportunity. Players need to be encouraged to change clothes and shower as soon as they get home. 	
16	Departing/Travel.	Players and Parents/Guardians	<ul style="list-style-type: none"> Social distancing should be adhered. Ensure all players leave the training session/matches individually (i.e. intervals), in a safe manner and with their designated parent/guardian (where appropriate). 	
17	Equipment	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Cones, footballs, bags and other equipment used in session or match must be cleaned after use to avoid cross contamination. Keep all used equipment in an unused location for 72 hours after training. Used bibs to be kept separate (to avoid cross contamination) and washed. Unless necessary, participants should take their kit home and wash it themselves, or by family members. 	<ul style="list-style-type: none"> Coach to set up/collect equipment. Coaches to wear disposable gloves or regularly sanitise hands and other PPE (if felt appropriate).
18	Social distancing	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Everyone must continue to maintain social distancing including in any facilities where groups of people congregate (e.g. clubhouses). Everyone should leave following the traffic-flow system the club or facility provider has put in place. 	<ul style="list-style-type: none"> Coaches to obtain any Covid-19 RA and protocols from the opposition (if playing away).



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19	Anyone showing symptoms of Covid-19	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> If a player, parent, or coach develops COVID-19 symptoms following their attendance, they should report this to the NHS test and trace system. 	<p>Coach to keep a register of any reported symptoms.</p> <p>Anyone who becomes infected after training/matches should report this to the NHS test and trace system.</p>
20	Protocol – Can we improve?	Players, Parents, Coaches & any other attendees	<ul style="list-style-type: none"> Parent feedback. Ask the player if they enjoyed the training and ensure they felt safe and secure. Make use of Annex B to record any comments/observations/issues/ 	<ul style="list-style-type: none"> Annex B to be forwarded to designated Trustee. Review and update procedures as appropriate.

ANNEX A – Check List:

‘Before’ session/matches

- If you have any of the virus symptoms or anyone you live with has you must stay at home and if you don’t feel comfortable returning to training or playing matches yet you are not obliged to do so.
- No car sharing between players and parents from different households.
- Social distancing guidelines to be adhered to when walking/cycling to training area or matches whether a player or spectator.
- There will be no changing or toilet facilities. Players to arrive changed.
- Players must bring their own drinks and hand sanitiser and leave this with any other belongings in their own ‘player station’. Players provide their own protective mask and/or gloves should you wish for the player to wear them during the training session.
- Players must wash their hands prior to travel with their own sanitiser on arrival. (‘Hand sanitiser station’ will be made available as a precaution).
- All equipment used by coaches will be cleaned before each session/match, including corner flags and goalposts.
- Receive consent from parents/carers of all the players (u18s) to attend training sessions/matches.

‘During’ session/matches

- All our coaches will have session/match day plans in place, which will conform to guidelines stated in this RA.
- Spectators including parents/guardians can do so but must maintain social distancing protocols.
- If a coach needs to apply first aid to a player, they must wear a mask and gloves.
- Players must not ‘spit’ and should avoid shouting or raising their voices when facing each other.
- There should be no high 5s, shaking hands or hugs of any kind.
- Goal posts and corner poles should be wiped down at half time.

‘After’ session/matches

- Players must wash their hands with sanitiser at earliest opportunity.
- Cones, footballs, bags, bibs and other equipment (incl corner flags and goalposts) used in session/matches must be cleaned after use.
- Keep all used equipment in an unused location for 72 hours after training.
- Feedback from players/parents/coaches to be entered on Training Group/Match Day Form (Annex B).
- Players need to be encouraged to change clothes and shower as soon as they get home.
- Unless necessary, participants should take their kit home and wash it themselves, or by family members.

Player Name: _____

Parent/Guardian Signature: _____

Date: _____

I confirm I have read and understood the relevant Covid-19 Risk Assessment and Check

ANNEX B – Training Group/Match Day Record

NOTE: This is to retain a register of player attendance and their involvement in which group. Following each training session/match day, this should be completed and forwarded to –

Male/Mixed Teams: Kev Hastings – football@cramlingtonunitedfc.co.uk
Female Teams: Mark Hedley – femalefootball@cramlingtonunitedfc.co.uk

Date	Venue				Team		
	Player/Temperature Reading			Player/Temperature Reading			Player/Temperature Reading
1			11			21	
2			12			22	
3			13			23	
4			14			24	
5			15			25	
6			16			26	
7			17			27	
8			18			28	
9			19			29	
10			20			30	
Coach							
Comments/Observations/Issues							