

## Whitegrove & Warfield FC Covid-19 facilities risk assessment

<b>Name of Club</b>	Whitegrove & Warfield FC (WWFC)	<b>Date of risk assessment</b>	22 <sup>nd</sup> Aug 2020	<b>Name of who undertook this risk assessment</b>	James Bradbury (Club Chairman)	<b>Purpose</b>	Review of use of facilities
<b>Teams</b>	All age groups U7 – U18	<b>Locations</b>	Westmorland Park (U7 – U11) & Priory Field (U12 – U18)	<b>Designated Club Risk Officer</b>	James Bradbury	<b>Contact Details</b>	07717 895835

Area of Risk	Who is at risk?	Risk Requirements and control guidelines	Personnel responsible for applying controls
<i>e.g. Equipment, social distancing</i>	<i>e.g. Players, coaches, spectators</i>	<i>Detail the guidelines to be adhered to.</i>	<i>E.g. Manager, coach.</i>
<b>Portable toilet (Priory Field only)</b>	All	<ul style="list-style-type: none"> <li>• Portaloo supplied by Shorts and thoroughly cleaned each week prior to use on a Saturday</li> <li>• Portaloo only to be used on Saturday match days</li> <li>• Portaloo to be opened up (padlock removed and stored in lock up) at start of match day by team manager of nominated team first at Priory Field</li> <li>• Check sufficient hand sanitiser available in portaloo</li> <li>• Portaloo to be locked up at end of match day by team manager of nominated team last to finish at Priory Field</li> </ul>	Contracted with Shorts All Team Manager  Team Manager Team Manager
<b>Priory Field – Opening procedure</b>	Coaches	<ul style="list-style-type: none"> <li>• A rota will be set up by club fixtures secretary to show which team will be responsible for opening up the facilities at Priory Field each week</li> <li>• Facility to be opened up <b>at least</b> 45 minutes prior to kick off of first match</li> <li>• Container locked on combination lock – all other keys contained in lock box in container</li> <li>• Gloves to be worn at all times by manager responsible</li> <li>• Gate &amp; container to be opened</li> <li>• Parking notice to be staked out in grass directly in front of open gates to show one way system and point cars towards drop off / pick up zone</li> <li>• Traffic cones to be set out along the parking bays closest to the pitches to create drop off pick up zone</li> <li>• Two parking bays in front of container to be kept clear (cones set out)</li> <li>• At least one disabled parking bay to be kept clear</li> <li>• AED (Defibrillator) to be set out in the middle of the field</li> </ul>	Liz Blatchford (Fixtures Secretary) Team Manager Team Manager “ “ “ “ “ “ “
<b>Priory Field – Closing procedure</b>	Coaches	<ul style="list-style-type: none"> <li>• A rota will be set up by club fixtures secretary to show which team will be responsible for closing up the facilities at Priory Field each week</li> <li>• Gloves to be worn at all times by manager responsible</li> </ul>	Liz Blatchford (Fixtures Secretary) Team Manager



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		<ul style="list-style-type: none"> <li>Keys to be returned to lock up - &amp; lock up locked</li> </ul>	“ ”
<b>Westmorland Park Cafe</b>	Café staff & customers	<ul style="list-style-type: none"> <li>Café food/drinks will be served form within the pavilion (not from the outside hatch)</li> <li>Entrance to Café through the main pavilion door</li> <li>Exit from café to be through the double doors at end of pavilion (artificial grass end)</li> <li>Upon entering hall table with hand sanitiser (to be set up at start of each match day)</li> <li>People required to social distance in queue – cones to be set out on floor</li> <li>No condiments will be set outside of serving area – these will be applied by staff</li> <li>Serving of food to be in bags</li> <li>Cooking/preparation of food/drink will meet all legal food requirement standards</li> <li>Equipment in café will be regularly cleaned and maintained prior to usage on a Saturday</li> <li>Surfaces will be sanitised at least every 30 mins</li> <li>Staff will sanitise hands at least every 20 mins</li> <li>Gloves &amp; face masks will be worn by staff at all times</li> <li>All customers to wear face masks in building</li> </ul>	All All All Lisa Langley (LL) All LL LL LL BFC LL LL LL LL Customers
<b>Individual displays symptoms of Covid-19 on site</b>	Coach, Players, game officials, spectators	<ul style="list-style-type: none"> <li>Individual will be isolated away from the remainder of the group.</li> <li>Government Test &amp; Trace procedures to be followed</li> </ul>	All All
<p><b>Review:</b> This risk assessment is for the use of facilities at Westmorland Park &amp; Priory Field. This risk assessment can be reviewed and updated at any time to reflect guidelines as issued by Government, Public Health England &amp; The FA.</p>			

<b>Completed &amp; Approved by</b>	James Bradbury WWFC Chairman and Risk Officer	<b>Checked by</b>	Paul Cloet WWFC Equipment Manager
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