

Covid-19 Risk Assessment

Summary Statement

Felixstowe & Walton United Football Club has a duty of care to protect the safety and welfare of its players, coaches, staff, volunteers, visitors, customers and contractors at all times and must ensure the implementation of safe and effective social distancing and hygiene measures in line with government advice to limit the potential for Covid-19 infection.

If at any time the club believes such safety and welfare is potentially compromised it reserves the right to consider cancellation or amendment of any activity while measures are reviewed. All activities will be carried out in line with current government Covid-19 guidelines and are continually reviewed. This risk assessment must be read in conjunction with all other activity and site-specific risk assessments.

Project:	RETURN OF SUPPORTERS	PRODUCED BY:	CHRIS DAYNES	Report Date:	20/8/20	Version:	2
Risk/Hazard	Level of risk			Potential further action			
Visitor parking	Low		Provide unrestricted parking to staff and visitors in the car park footprint which offers adequate space for all vehicles to be parked at safe distances apart.	If visitor numbers increase, consider parking signage.			
Visitor Numbers	Medium		Club officials and 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. A clockwise one-way system will be in operation for the stadium, entering at the turnstiles and exiting near the club shop. Stage 1 will see a maximum of 200 supporters. Once capacity is reached there will be no further admission. Stage 2 will see an increase to 400 spectators.	Respond to updated Government or FA guidance. Advance tickets will be sold for matches where it is considered demand will exceed available capacity.			
Track & Trace of visitors	High		The Club will support NHS test and trace efforts by collecting name and contact information on participants at both training and matches, and those accessing the clubhouse. This information will be stored for a minimum of 21 days in-line with the Government Recreational Team Sport Framework and collected/ processed in accordance with the Data Protection Act 2018 and in line with GDPR principles. It will be used only for the purpose of NHS test and trace.				
Entry turnstiles.	Medium		Spectators will enter the ground via the main turnstile block. A perspex screen has been installed in the turnstiles. Signage will encourage visitors to socially distance whilst queuing and at all times within the ground.				
Hospitality	Medium		Current guidance is for hospitality to be suspended.				
Changing Rooms & Showers	High		Current Government Guidance is to arrive in your kit, however, it is guidance and we will allow the visiting teams to decide themselves at their liability if they wish to. Changing Rooms will be available but they are not suitable for complete social distancing. Only essential support staff should enter the changing room area. Current Government Guidance is not to use showers after the game – however, we will allow the visiting management to decide if they wish to or not use the showers at their liability. Changing rooms MUST be left in a clean condition, using bins provided.	Respond to updated Government or FA guidance.			
Hand washing	High		Access will be provided to hand washing facilities in the matchday toilets to aid frequent handwashing by all visitors. Spectators, players and coaches will be encouraged to bring their own hand sanitiser, clearly marked with their name.				
Toilets	High		Matchday Corridor & Lobby Toilets will be open pre-match, during the match and for 30 minutes afterwards. A one in/one out system will be in operation using signage & stewards. Regular cleaning will take place.				
Access to clubhouse & snack bar	Medium		The main clubhouse function room will be open for access to the bar and lobby toilets. A maximum of 16 persons will be allowed inside at any one time and a dedicated steward will marshal the entry door. Facemasks must be worn when entering the clubhouse. A one way system is in operation throughout the clubhouse using barriers and floor markers, and a separate exit. There will be no tables and chairs in the clubhouse, and no loitering, with guests asked to take drinks outside. Cones and signage will be used to manage queues outside. Snack bar service will be via the outside serving hatch.				
Contact with exterior gates, handles	Low		One single entry gate will be used, and one member of staff only will operate this gate. Visitors/public will not touch any gates or handles. Gate handles to be sanitised before and after each event.				
Walkways and concourse & grandstand safety	Low		Walkways and concourses will be cleared of obstructions and a one-way system will be in operation using barriers, signage and cones. Seating in the grandstands will be restricted. The front and 3rd row of seating is taped off and the 2nd and 3rd rows can be used as long as a seat is left empty between each single person or group from the same household or bubble.				
Cash Handling	Medium		Contactless payments will be encouraged.	Consider pre-payment options.			
Spread of infection.	High		Hand sanitiser will be available at all entrances, exits and at various points across the site. Regular and thorough cleaning will take place before, during and after each event. Staff will wear appropriate PPE.	Clubhouse has been deep cleaned before re-opening. Consider further deep cleaning at regular intervals.			
Glassware & Packaging	High		All drinks will be served in plastic disposable glasses or bottles to reduce contact with used glassware. Disposable packaging will be used for all food, and sachets used in place of condiment bottles. Bins will be provided for the safe disposal of all disposable items.				
Exiting the site	Low		A separate exit will be in use to maintain the one way system and prevent cross-traffic. The exit will be clearly signed.	Consider stewarding if measures not being followed by visitors.			
Staff Interaction	Medium		Staff numbers will be restricted to one member in the bar and one in the kitchen to avoid unnecessary interaction.				
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