

COVID Secure Workplace/Venue risk assessment

Assessment date: 30/08/2020

Review date: 15/09/2020

Version: 1.2



Introduction

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal. This Risk Assessment is designed specifically for dealing with the current Covid-19 situation in the workplace.

This risk assessment is for the following venue:

The Home of Football Stadium

Sheffield Road

Dronfield

Derbyshire

S18 2GD

In addition to the below risk assessment, please find below the following links for additional support and information in regards to Covid 19.

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

<https://www.gov.uk/government/publications/coronavirus-action-plan>

<https://www.nhs.uk/conditions/coronavirus-covid-19/bereavement-advice-and-support/>

<https://www.hse.gov.uk/news/coronavirus.htm>

<https://www.hse.gov.uk/risk/casestudies/>

<https://www.hse.gov.uk/risk/assessment.htm>

RISK ASSESSMENT FORM

Company Name: Sheffield Football Club		Work Area: All Areas of The HOF Stadium			Activity: General			RA No: HFOFC OV		
Hazards & People Exposed		Risk			Residual Risk			Transferred to Risk Reduction Plan Yes/No		
		Severity	Likelihood	Total Risk	Current Controls (measures already in place)				Future Controls (things to be implemented)	
Employees Players Coaches Visitors Contractors	Young Persons Vulnerable Groups Pregnant Women Spectators Match Officials	5	4	20	<p>ALL attendees to be reminded to undertake a self-assessment for any COVID-19 symptoms prior to entering the ground.</p> <ul style="list-style-type: none"> Hand washing facilities with soap and water in place in all food preparation, changing facilities and toilet areas. Clear signage to hand washing areas. Drying of hands with disposable paper towels/hand dryers. Tissues made available throughout the ground's internal areas. Hand sanitiser available at all applicable points (including entry and exit points) especially where no hand washing station is possible. Provisions of disposable paper towels at all handwashing and sanitiser stations. 	5	2	10	<ul style="list-style-type: none"> All Visitors to be reminded on a regular basis to wash their hands for 20 seconds. Provide additional hand Sanitising stations. Staff/Volunteers reminded to catch coughs and sneezes in tissues – follow “Catch it, Bin it, Kill it”. ALL visitors to be reminded to avoid touching face, eyes, nose or mouth with unclean hands. Pre-Event/Daily stock check (Sanitiser, soap and paper towels) Train all staff/volunteers on new protocols and the importance of good hygiene. 	Yes

RISK ASSESSMENT FORM

Company Name: Sheffield Football Club		Work Area: All Areas of The HOF Stadium			Activity: General			RA No: HFOFC OV				
Hazards & People Exposed		Risk			Current Controls (measures already in place)			Residual Risk	Future Controls (things to be implemented)	Transferred to Risk Reduction Plan Yes/No		
		Severity	Likelihood	Total Risk				Severity			Likelihood	Total Risk
Employees Players Coaches Visitors Contractors	Young Persons Vulnerable Groups Pregnant Women Spectators Match Officials	5	4	20	<ul style="list-style-type: none"> Daily cleaning throughout stadium changing and toilet facilities. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as work surfaces, all equipment, door handles, light switches, turnstiles using appropriate cleaning products and methods. Provision of waste facilities 			5	2	10	<ul style="list-style-type: none"> Empty Waste Facilities Regularly Prop open doors to remove unnecessary contact points. Avoid sharing work equipment, phone, keyboard etc. Introduce additional cleaning, Hourly cycle for shared contact points and shared welfare facilities. 	Yes

RISK ASSESSMENT FORM

Company Name: Sheffield Football Club		Work Area: All Areas of The HOF Stadium			Activity: General			RA No: HFOFC OV				
Hazards & People Exposed		Risk			Residual Risk			Future Controls (things to be implemented)	Transferred to Risk Reduction Plan Yes/No			
Employees Young Persons Players Vulnerable Groups Coaches Pregnant Women Visitors Spectators Contractors Match Officials		Severity	Likelihood	Total Risk						Severity	Likelihood	Total Risk
Spread of Covid-19 Coronavirus PPE		5	4	20	<ul style="list-style-type: none"> Where a Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided for first aid and medical purposes. All visitors advised and encouraged to bring face masks and to be worn in internal areas. Staff/volunteers instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely. Where Risk Assessment identifies wearing of face mask is a requirement of the job, an adequate supply of these will be provided. Signage for instructions to be displayed in the appropriate areas. 			5	2	10	<ul style="list-style-type: none"> Staff/volunteers to be reminded that wearing of gloves is not a substitute for good hand washing. Where staff are unable to maintain the 2-metre distance tight-fitting face shields/mask must be worn. Reusable PPE should be thoroughly cleaned after use and not shared between staff. Single use PPE should be disposed of so that it cannot be reused and to control potential contamination. Waste removed by a responsible, approved contractor. 	Yes

RISK ASSESSMENT FORM

Company Name: Sheffield Football Club		Work Area: All Areas of The HOF Stadium			Activity: General			RA No: HFOFC OV		
Hazards & People Exposed		Risk			Current Controls (measures already in place)			Residual Risk	Future Controls (things to be implemented)	Transferred to Risk Reduction Plan Yes/No
		Severity	Likelihood	Total Risk				Severity		
Employees Players Coaches Visitors Contractors	Young Persons Vulnerable Groups Pregnant Women Spectators Match Officials	5	4	20	<ul style="list-style-type: none"> Reducing the number of persons in any enclosed area to comply with the 2-metre (6.5 foot) gap recommended. Regulate the entry to the clubhouse and ground to a void overcrowding. One-way arrow markings to help foot traffic management. Install markers on the floor of walkways, stairs and areas where staff gather to demonstrate the 2-metre distance. Single use doorways to avoid congestion, i.e. one-way traffic management. Signage for instructions to be displayed in the appropriate areas. Single/limited use toilet facilities to avoid congestion in confined space. 	5	2	10	<ul style="list-style-type: none"> Redesigning processes to ensure social distancing in place. Place reminder notices around the ground to remind all of the social distancing requirements. Use radios for staff/volunteers to communicate around the ground (individual headsets) Utilise all ground gates that are safe to do so for ground entrances to elevate congestion. Consider use of screens or barriers to separate people from each other, if possible. Train staff/volunteers to promote compliance to all visitors. 	Yes

RISK ASSESSMENT FORM

Company Name: Sheffield Football Club		Work Area: Pitch/Dugouts/Surrounding Area's			Activity: Training & Competitive Matches			RA No: HFOFC OV						
Hazards & People Exposed		Risk			Residual Risk			Transferred to Risk Reduction Plan Yes/No						
Employees Players Coaches Visitors		Severity	Likelihood	Total Risk	Current Controls (measures already in place)				Future Controls (things to be implemented)					
Young Persons Vulnerable Groups Match Officials		5	4	20	<p>ALL attendees to be reminded to undertake a self-assessment for any COVID-19 symptoms prior to entering the ground.</p> <ul style="list-style-type: none"> Pre training/match screening to be undertaken. In support of NHS Track and Trace protocol. Names and contact information of all attendee's will be collected and retained for 21 days. Visiting teams MUST provide details prior to arriving and guest must be check in on arrival. All equipment must be cleaned prior and after use. Use of bibs to be avoided. If used, not to be swapped, all bibs to be immediately washed after us. The above applies to all kit. Indoor training or exercise is prohibited 			<ul style="list-style-type: none"> All attendees to sanitise hands upon arrival and immediately after session/game. Pre training/session temperature checks to be completed for attendees. Changing rooms to remain locked Social distancing to be maintained as much as possible. Soiled bibs/kits to be returned to a single bag, by player, post session 			5	2	10	YES
Spread of Covid-19 Coronavirus Training & Competitive Matches – Activity:														

<p>Spread of Covid-19 Coronavirus Travel by all participants inclusive of opposition teams and officials:</p>	5	4	20	<ul style="list-style-type: none"> • The use of public transport to be limited unless essential • Walking/Cycling is encouraged • All participants are encouraged to arrive for training and matches in own personal car if unable to walk or cycle. • People from same household or support bubble can travel together. • Where shared travel is unavoidable, individuals should aim to travel with the same people each time. • Coach travel to be utilised only as a last resort. 	5	2	10	<ul style="list-style-type: none"> • Drivers/all passengers advised to keep vehicles well ventilated and encouraged to wear face masks. • Up on arrival to training/matches, all participants advised to park at least one car width away from another vehicle. 	YES
<p>Spread of Covid-19 Coronavirus Welfare Facilities:</p>	5	4	20	<ul style="list-style-type: none"> • All players/officials/volunteers and supporters to undertake self-assessment for any Covid 19 symptoms prior to leaving home. • Verbal check for symptoms to take place prior to all training sessions and matches for players and coaching staff. Temp gun checks where possible. • Post session/match players to refrain from any contact. • Attendee to supply their own drinks bottles (labelled) 	5	3	10	<ul style="list-style-type: none"> • Pre training/match temperature check to be completed for players and officials. • All attendees to be regularly reminded of the importance of and the requirements of social distancing. 	YES
<p>Spread of Covid-19 Coronavirus Sporting/Training Equipment:</p>	5	4	20	<ul style="list-style-type: none"> • All sporting/training equipment inclusive of balls, cones, goalposts etc must be regularly wiped down with an appropriate sanitiser after every session. Facemask and gloves are strongly recommended when carrying out such a task. 	5	2	10	<ul style="list-style-type: none"> • PPE, sanitiser spray and wipes to be issued to individual team managers. 	YES

<p>Spread of Covid-19 Coronavirus Medical/Physiotherapy and First Aid:</p>	5	4	20	<ul style="list-style-type: none"> • PPE in line with Public Health England recommendations to be worn by any individual carrying out first aid or carrying out physiotherapy activities. • First Aiders must ensure their qualifications are in date respective to governing body. 	5	2	10	<ul style="list-style-type: none"> • Club EAP to be updated to COVID -19 requirements. • First Aid health records to detail pre-training health checks. 	
<p>Spread of Covid-19 Coronavirus Players/Match Official – Facilities/Changing Rooms</p>	5	4	20	<ul style="list-style-type: none"> • Changing Rooms to be used on matchdays for changing purposes only and if necessary. • Use of changing facilities to be limited to a maximum number at one time • Safe system of access/egress. 	5	2	10	<ul style="list-style-type: none"> • Home team to change in limited numbers. • Away team to be allocated board room within club house for team meetings/changing as well as away dressing room. • Maximum of 5 people to use the changing rooms at any one time. • Weather permitting, it is encouraged all team preparation talks happen outside. • Match officials to use separate designated changing rooms/toilets with one official in each separated section at a time. 	YES
<p>Spread of Covid-19 Coronavirus Match Officials</p>	5	4	20	<ul style="list-style-type: none"> • Safe exchanges of team sheets • Safe method of match fee/expenses • Tunnel Management 	5	2	10	<ul style="list-style-type: none"> • Team sheets to be shared digitally by e-mail/messenger/SMS. • Match fee payment t be made via bacs/paypal • Away teams enter /exit tunnel/changing room ahead of hosts. 	YES

<p>Spread of Covid-19 Coronavirus Spectators</p>	5	4	20	<ul style="list-style-type: none"> • Spectators shall adhere to social distancing (2 metres or 1 metre plus) at all times. • Spectators shall not congregate in groups of more than 6 people. • Online digital ticketing available online, at this stage no on the day tickets will be available. • 3 Emergency gates will be open for stewards to check ticket, this will allow ease of flow and stop congregation. • Snack-bar 2m Queuing System • Ground signage in place to direct flow of football across ground area. • Club house (Coach and Horse) will be table service only, recommended pre booking is advised. Thornbridge (Third Party Vendor), RA is available at their website: http://www.mycoachandhorses.co.uk/ 	5	2	20	<ul style="list-style-type: none"> • Constantly review operations 	Yes
---	---	---	----	---	---	---	----	--	-----

Date: 30/08/2020

Assessor: Richard Sheldon

Review Date: 15/09/2020

Severity (nature of injury)

1. Minor injury – no time off work
2. Minor injury – time off work
3. Injury resulting in over 7 days off
4. Major injury
5. Fatality

Likelihood (*chance of injury occurring*)

1. Unlikely
2. Possible
3. Likely
4. Highly likely
5. Definite

Total Risk = Severity x Likelihood

S	L	1	2	3	4	5
1	1	1	2	3	4	5
2	2	2	4	6	8	10
3	3	3	6	9	12	15
4	4	4	8	12	16	20
5	5	5	10	15	20	25

This For further updates please refer to www.gov.uk/workingsafely and the HSE website.