

# LEONARD STANLEY AFC – COVID-19 RISK ASSESSMENT

Leonard Stanley AFC have undertaken this risk assessment to ensure that the risk of Spreading Covid-19 are minimised and ensure a safe environment for players, coaches, and volunteers for the return to full contact training and use of the clubhouse.

What are the hazards?	Who might be harmed?	Controls required	Additional controls	Action by whom?	Action by when?	Date completed
Spread of COVID-19	<ul style="list-style-type: none"> <li>Users</li> <li>Workers</li> <li>Cleaners</li> </ul>	<p><b>PROMOTING GOOD HYGIENE:</b></p> <ul style="list-style-type: none"> <li>Provide additional hand sanitisers throughout the clubhouse.</li> <li>Clearly direct people to where they can wash their hands.</li> <li>Ensure that all handwashing stations are in good working order and provide soap, water and hand sanitiser.</li> <li>Provide hygiene standards promotional poster and signage throughout the clubhouse.</li> <li>Use disposable paper towels in handwashing facilities.</li> </ul> <p><b>KEEP FACILITIES AND EQUIPMENT CLEAN:</b></p> <ul style="list-style-type: none"> <li>Daily cleaning throughout the clubhouse.</li> <li>Identify high-contact touch points for more regular cleaning (e.g. door handles, grab rails, vending machines).</li> <li>Frequent cleaning of work areas and equipment between use.</li> <li>Remove any non-essential items that may be difficult to clean.</li> <li>Follow Public Health England guidance if a COVID-19 case is reported at the facility.</li> </ul>	<ul style="list-style-type: none"> <li>Hourly check process (sanitiser, soap and paper towels and handwashing stations).</li> <li>Daily stock check (sanitiser, soap and paper towels).</li> <li>Daily check (promotion posters and signage).</li> <li>Train all workers on new protocols and the importance of good hygiene.</li> </ul> <ul style="list-style-type: none"> <li>A responsible person to check cleaning has taken place as planned.</li> <li>Weekly stock check (cleaning products).</li> <li>Empty waste facilities regularly.</li> <li>Train all workers on Public Health England guidance for reported COVID-19 cases.</li> </ul>	<p>On duty Bar Manager.</p> <p>Attending Coaches &amp; Committee Members.</p> <p>On duty Bar Manager/Cleaner.</p> <p>Attending Coaches &amp; Committee Members.</p>	<p>Ongoing</p> <p>On Going</p>	<p>Cleaning Products &amp; Posters in place.</p> <p>Adherence under constant review.</p> <p>Thorough clean of clubhouse undertaken, along with furniture removed and rearranged for social distancing.</p> <p>Adherence under constant review</p>

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<b>Spread of COVID-19</b>	<ul style="list-style-type: none"> <li>• Users</li> <li>• Workers</li> <li>• Cleaners</li> </ul>	<p><b>MAINTAINING SOCIAL DISTANCING AND AVOIDING CONGESTION:</b></p> <ul style="list-style-type: none"> <li>• Provide signage so people can find their destination quickly.</li> <li>• Review how people walk through the clubhouse and adjust this to reduce congestion and contact between users.</li> <li>• Regulate the entry to the clubhouse to avoid overcrowding.</li> <li>• Apply two metre markings to the clubhouse entrance/ toilets / and the queue to the café serving hatch.</li> <li>• One-way arrow markings to help foot traffic flow management.</li> <li>• Single-use doorways to avoid congestion i.e. one-way only entrances / exits.</li> <li>• Single / limited use of toilet facilities to avoid congestion in confined spaces.</li> <li>• Clubhouse use by members only.</li> </ul> <p><b>TRACK AND TRACE:</b></p> <ul style="list-style-type: none"> <li>• Record attendance and contact details of all who attend training</li> <li>• Record attendance of opposition players and coaches</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor effectiveness, especially at peak times.</li> <li>• Train workers to promote compliance to facility users.</li> <li>• Train workers to report / deal with issues of non-compliance.</li> <li>• Daily check (promotion posters and signage).</li> <li>• Training will take place only at Leonard Stanley Playing Fields.</li> <li>• Training groups limited to maximum of 20.</li> <li>• If this number is exceeded, groups will be split and contact between groups prohibited.</li> <li>• Showers will not be in use for after training or planned fixtures.</li> <li>• Changing rooms limited to max. 5 people at a time to ensure distancing</li> <li>• Strict adherence to home and away changing rooms – To be deep cleaned after each fixture</li> </ul>	<p>On duty Bar Manager, Cleaner.</p> <p>Attending Coaches &amp; Committee Members.</p> <p>Attending Opposition Coaches &amp; Management.</p> <p>Coaches</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>Signage in place throughout clubhouse.</p> <p>Entry limited to members only, seated only, with no moving furniture.</p> <p>One way system in place.</p> <p>Coaches Provided with register.</p>

Date Completed: 20/07/2020  
 Completed By: Andrew Roberts (Club Chairman)  
 Review Date: 30/08/2020 (Or following further guidance)