

Risk Assessment

Date:	September 2020						
Assessors Name:	Paul Smith	Reference Number:			Review Date: weekly	Ongoing – as per FA & government guidance updates	
Endorsed By:	Paul Pickering	Signature:	Paul Pickering	Position:	Covid 19 Officer/Director	Date:	23 September 2020
Description of assessment	Coronavirus (COVID-19) – General Risk Assessment – August – Limited Spectators						
Summary Statement	<p>AFC Croydon Athletic Football Club has a duty of care, so far as is reasonably practicable, to protect the safety and welfare of its 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.</p> <p>All individuals must take responsibility for themselves and for the safety of others. It is a condition of participation in any event organised by AFC Croydon Athletic and entry to the Stadium that they adhere to measures put in place and do nothing to undermine those measures.</p> <p>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.</p> <p>This risk assessment must be read in conjunction with all other activity and site-specific risk assessments.</p> <p>The following should be read in conjunction with all FA and government guidelines as contained within Appendix B & C. (hard copy only)</p>						
Location Details	Mayfield Stadium; Mayfield Road, Thornton Heath, CR7 6DN						

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
Catching / Spreading	Volunteers, visiting team, public	5	3	15	H	<ul style="list-style-type: none"> Welfare facilities will contain suitable levels of soap and antibacterial gel. Volunteers will be asked to sanitise or wash hands with soap regularly and thoroughly, for at least 20 seconds. Volunteers should use their tissues when coughing or sneezing and then place the used tissue in the bin before washing hands. Volunteers are reminded to not touch their eyes, nose or mouth if their hands are not clean. A cleaning schedule will be implemented throughout the site, ensuring that worksurfaces, door 	<p>All those who enter the clubhouse will be required to wear a face mask which must be worn properly</p> <p>Door handles, surfaces, toilets and other communal areas will be sanitised every hour</p>			5	1	5	M

Risk Assessment

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Volunteer & Visiting Team travel	Volunteers, visiting team, officials	5	2	10	H	<ul style="list-style-type: none"> It is a condition of entry or participation in a regulated event that those in attendance are complying with Government guidance in respect of overseas travel and, where required, they will isolate in accordance with that requirement. 				5	1	5	M
Lack of awareness	Volunteers, visiting team, public	5	3	15	H	<ul style="list-style-type: none"> The latest government and FA campaign posters will be displayed in the entrance lobby areas and in suitable places around the stadium. Social Distancing Reminders will be located throughout the stadium Pre-event briefings will be carried out for all volunteers on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from FA and government guidance. 	Directors			5	1	5	M
Visitor Parking	Volunteers, participants including visiting team, public	5	1	15	M	<ul style="list-style-type: none"> Adequate parking is available within the club car park 				5	1	5	M
Entry & Exit to Main Stadium	Employees, visiting team, public	5	3	15	H	<ul style="list-style-type: none"> Access and egress to the stadium is clearly marked with warning signs to give guidance to social distancing for those waiting to enter Spectators attending will be asked to safely queue to ensure social distancing 				5	1	5	M

Risk Assessment

					<ul style="list-style-type: none"> • Spectators are encouraged to use contactless payment for entry to the Stadium • A sneeze guard is installed in the turnstile area and personal protective equipment will be provided to the turnstile operator • Temperature checks will be conducted on all those entering the Stadium. Anyone with a temperature reading of 37.5 or above will be refused admission and invited to return home • Those entering the Stadium will be recorded on a track and trace system the details of which will be securely maintained for 21 days before being destroyed • Entry will be limited to 300 spectators. A strict control on numbers entering the stadium will be in place to ensure compliance. If the limitation is reached further spectators will not be admitted to the stadium. • Exiting the Stadium will be by large exit gates. These gates will not be opened until the end of the game to ensure that numbers remain controlled. • The Turnstile will be sanitised regularly whilst in operation • Those entering by the adjacent gate because they are unable to use the turnstile will be similarly tested and their details collected 	<p>The Club will display the NHS QR track and trace for all attendees to check in on arrival or within the Stadium. All attendees are encouraged to download NHS Covid 19 App onto their telephones</p>							
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Entry Exit to Clubhouse	Employees, visiting team, public	5	3	15	H	<ul style="list-style-type: none"> The Clubhouse is open for general access but will have a capacity of 40 that will be strictly enforced. All those entering the Clubhouse must wear a face mask properly during their stay in accordance with government guidance Entry will be available from the main entrance. Doors will remain open although handles and push plates will be sanitised regularly during operation Match Officials will be able to use the Boardroom which has a strict capacity of four people. Guests of Match Officials will not be permitted to enter Boardroom if that means the capacity is breached. Children accompanying Match Officials may not enter the Boardroom whilst the Match Official is getting ready. The capacity allows for the Observer to join the match officials. Match Officials may use their dressing room subject to the conditions below. Match Officials and the Observer will be required to wear a face mask properly 		CHAIRMAN & DIRECTORS		5	1	5	M
Clubhouse operation	Employees, visiting team, public	5	3	15	H	<ul style="list-style-type: none"> The kitchen shall serve only from the external servery before, during and after matches A sneeze guard is installed for the servery to protect servers and customers alike Card payments are encouraged 		CHAIRMAN & DIRECTORS		5	1	5	M

Risk Assessment

					<ul style="list-style-type: none"> • Customers are invited to queue safely and observe social distancing • The Clubhouse shall have a capacity of 40 people • Tables and chairs are to be used where available. Chairs should not be moved to increase the size of groups and a maximum of 6 in a group will be strictly applied. • A queuing system shall be in place providing for social distancing for service at the bar that will provide a takeaway service only. Two service points are to be observed and customers are asked to remain behind the yellow line. Card payments are encouraged for service at the bar. Once served customers will be required to leave the premises • Plastic glasses only will be used for all sales in all circumstances • Tables and surfaces will be wiped down regularly. • Table service will be available for those who wish to sit in the Clubhouse subject to available seats • Tables may not be reserved • Seats may not be moved • The Boardroom will not be used for hospitality purposes • The Television will not be in use • For midweek matches, the bar and kitchen will close at 9.30pm and the Clubhouse will close at 10pm in accordance with Government guidance. 									
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All Toilet Areas – external and internal	Volunteers, participants, public	5	3	15	H	<ul style="list-style-type: none"> Toilets are located in the Clubhouse. Gentlemen's toilet shall have a capacity of four people. The Ladies' toilet shall have a capacity of three people. Toilets will be checked and cleaned regularly. Antibacterial soap will be placed in the toilets for customers and there will be a hand sanitiser in each of the toilets. Those using the toilets will be required to use face masks properly in accordance with Government Guidance 		CHAIRMAN & DIRECTORS		5	1	5	M

Risk Assessment

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All Dressing Room Areas	Employees & visiting team	5	4	20	VH	<ul style="list-style-type: none"> Access to the Dressing Rooms is via the tunnel area and is clearly marked Those entering the Dressing Rooms will be required to use a face mask properly Staff will check and clean the dressing rooms regularly. Antibacterial soap will be placed in the toilets for players/staff and there will be a hand sanitiser dispenser inside the dressing room overall area as shown in Appendix (hard copy) . Doors will be kept open where possible to reduce the need for players to touch handles by pushing or pulling them open, however wipes will be available to enable coaches/visiting management to frequently wipe handles down with antibacterial wipes to reduce risk. No Children are allowed within the dressing room area at any time. Dressing room area to be used minimally by visiting and home team At half-time the teams are encouraged to remain on the field of play whilst observing social distancing 	<p>The Home Team dressing room has a recommended limit of 8 persons, the away team dressing room has a recommended limit of 7 persons. The Match Officials Dressing Room has a recommended limit of 1 person</p>	CHAIRMAN & DIRECTORS		5	1	5	M

Risk Assessment

						<ul style="list-style-type: none"> • At full time the team shall leave the field of play via the tunnel area and have the post match meeting with minimum numbers as above. In order to reduce numbers changing should be staggered. • Showers may be used but there is an absolute maximum of two persons at a time. Players should not share shower gel or shampoo • The entire dressing room area should be kept clear of any persons not needed. Numbers shall always be kept to a minimum. 									
Grandstand	Employees, visiting team, public	5	3	15	H	<ul style="list-style-type: none"> • A one-way system is in place around the Grandstand and spectators are asked to observe the instructions • The Grandstand is to be accessed from the eastern end of the Grandstand • Rows 1, 3 and 5 will not be in use to ensure that social distancing is maintained within the Grandstand from behind. Spectators will be encouraged to maintain at least one seat apart unless they are part of the same household • A seat will be reserved for the Observer within the Directors seating that will be accessed via the stairs at back of stand • Spectators should exit the Grandstand at the Western End • Spectators with disabilities who use the disabled area should access via the Ramp • It is a ground condition that no spectator should invade the space of another and the seat either side of 		CHAIRMAN & DIRECTORS			5	1	5		M

Risk Assessment

						someone already seated should be regarded as occupied.								
Other Spectator Areas	Employees, visiting team, public	5	3	15	H	<ul style="list-style-type: none"> All areas for standing spectators will have social distancing reminders to advise spectators. An area either side of the home and away technical area will be closed to spectators completely. It will not be possible to walk all the way around the ground. An area each side of the technical area will be available for substitutes or members of the technical area to sit socially distanced. Each bench area will have a limit of five people only at any one time. 		CHAIRMAN & DIRECTORS		5	1	5	M	
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Track & Trace Visitors	Employees, visiting team, public	5	3	15	H	<ul style="list-style-type: none"> All those attending are asked to download the NHS Covid 19 App and to check in with the QR code It is a requirement that the visiting team maintain a register of those players, management and officials that are in attendance and that they provide a list in advance. Contact details should be made available to AFC Croydon Athletic or the track and trace authorities on request A record will be maintained of volunteers, match officials, 		CHAIRMAN & DIRECTORS		5	1	5	M	

Risk Assessment

						management and players and retained for 21 days							
Signage on maintaining social distancing	Employees, visiting team, public	5	3	15	H	<ul style="list-style-type: none"> Individuals & Groups are expected to adhere to the Government's social distancing policy. If they are not following this rule they will be asked to leave. Signage will be put up around the stadium to remind and prompt people to follow the Government's rules. Ground regulations have been amended to ensure that all those attending observe and abide by this risk assessment Children are to be supervised by an adult at all times – Signage to be erected externally to stadium to raise awareness 				5	1	5	M

Risk Assessment

Guidance Notes

SEVERITY	4	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
	LIKELIHOOD					

LIKELIHOOD	
5	Almost Certain – Very High Risk
4	Probable – High Risk
3	50/50 – Medium Risk
2	Improbable – Low Risk
1	Almost impossible – Low Risk

SEVERITY	
5	Fatality – Very High Risk
4	Severe incapacity – High Risk
3	Absent 3 weeks – Medium Risk
2	Absent less than 1 day – Low Risk
1	Insignificant – Low Risk

1–4 LOW	5–9 MEDIUM	10–15 HIGH	16–25 VERY HIGH
<p>Continue with existing control, however monitor for changes. Implement any additional control measures required, within the timescales given in the risk assessment.</p>	<p>Requires attention to reduce the rating as well as regular ongoing monitoring. Implement any additional control measures required, within the timescales given in the risk assessment.</p>	<p>Requires immediate attention to bring the risk down to an acceptable level. Implement the control measures required, within the timescales given in the risk assessment and continue to review working practices to reduce the probability of an accident to the lowest possible level.</p>	<p>Stop immediately – the risk is too high. Take immediate action to reduce the risk to the lowest level possible.</p>

Risk Assessment

Additional comments:

1. This risk assessment needs to be discussed with employees before they operate the plant/equipment to ensure compliance with all control measures through their understanding
2. Employees are to sign an acknowledgement sheet for their understanding of this risk assessment
3. The risk assessment is to be reviewed on an annual basis, or sooner if changes are made to the plant or working practices, or after an accident/near miss
4. This risk assessment must be approved by the nominated person for health and safety before being issued as a live document

Assessor 1 name:	Paul Smith	Signature:	Paul Smith	Date:	23 September 2020
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Assessor 2 name:	Paul Pickering	Signature:	Pickering	Date:	23 September 2020
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