**1874 NORTHWICH FC**

**DESCRIPTION OF ASSESSMENT - Coronavirus (COVID-19)**

**REVIEWED – December 2020**

**COVID OFFICER – Stephen Richardson**

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| What are the hazards? | Who may be affected | Controls | Further actions to control risk | To be actioned by | Date |
| Transmission of virus – Catching/spreading | Players; Management & Staff | Follow Government travel guidance Avoid public transportFamily groups or ‘bubble’ in one vehicle**Pre-match** Self-assess for Covid-19; do not attend if have symptomsHigh temperature above 37.8Do not attend if you have had close contact with a person suspected or confirmed as infected with Covid-19 within the last 14 daysAlways observe social distancing Names of attendees to be provided during match confirmation process, leading up to match dayPlayers and team officials to access the ground via the player’s entrance. Temperatures to be checked on arrivalArrive changed to play if possibleRemain on pitch before and at half time Only use one toiletFacilities available in dressing roomSanitise touch points and toilet seat before useMaximum of only six people in the dressing room at any timeAll personnel to wear face coverings at all times unless active on the field of playRecords to be retained for a minimum of 28 days **During match**Continuous coughShortness of breathLoss or change of taste/smellFeeling constantly unwellPersistent tirednessAvoid contact with corner flags and goal posts Minimise ball handlingAvoid spittingAvoid shouting when other players are in close proximityGoalkeepers to sanitise gloves during breaks in playMinimise handling of equipment, sanitise between useClose contact goal celebrations should be avoidedIndividual drinks bottles for players Maximum of three people in the Dug Out at any timeSubstitutes to remain in designated seating while not on the field of playAll personnel not actively on the field of play, to wear face coverings at all times**Post-match**No match de-brief in dressing room after the game, to be conducted on the pitch in a socially distanced mannerKit to be placed in sealed bags by designated person at the end of the game who must wear PPEPlayers must leave ground immediately after the game in socially distanced manner and shower at homePost match food will not be served | Names and contact numbers to be confirmed on arrivalTeam arrivals will be staggeredClub officials to monitor cleanliness and sanitise all facilities and equipment before, during and after the gameManagement to controlRetire from game immediately and leave stadiumMatch balls that leave the field of play, will be returned to the Technical area by stewards, to be sanitised. Team officials will conduct sanitation, using PPE, before the ball is re-used  |  |  |
| Transmission of virus | Provider and recipients of First Aid and Physio treatment | Normal treatment hygiene standards to be followed Face shield or face mask to be worn by Physios and First Aiders  | New gloves to be worn prior to treatment of each playerLatest Covid-19 first aid guidance to be followed at all times Disposable PPE to be separately bagged and disposed of at the end of the game |  |  |
| Transmission of virus | Match Officials | Follow Government travel guidanceAvoid Public transportDo not travel together**Pre-match**Self-assess for Covid-19. Do not attend if symptoms are present* High temperature above 37.8
* Continuous cough
* Shortness of breath
* Loss or change in taste/smell
* Feeling constantly unwell
* Persistent tiredness

Do not attend if you have had close contact with a person suspected or confirmed as infected with Covid-19 in the past 14 days Observe social distancing and wear a face covering at all times, other than when on the field of playEnter the ground via the Players entrance. Temperature check on arrivalArrive changed to officiate the gameMatch officials to use their dressing room in turn, one by one**During the match**Maintain social distancing as much as possibleRemain on the pitch before the game and at half time, only going in to use the toiletToilet facilities available in dressing roomSanitise toilet seat and touch points before useAvoid contact with corner flags and goal postsMinimise ball handlingMinimise handling of equipment and sanitise between use **Post-match**To leave in a socially distanced manner, as soon as possible after the game and shower at home | Full names and contact details are recorded and confirmed at confirmation of the gameRecords to be retained for 28 daysProvide bank details if possible, to facilitate match fees to be paid securely, avoiding the need for cash handlingStagger arrival times Provide own drinks bottles Club Officials to monitor and manage cleanliness and sanitation of Officials’ toilet, prior to the game and during half timeClub officials to sanitise prior to and during the gamePost-match food will not be available |  |  |
| Transmission of virus | Visiting Directors  | Follow Government travel advice Avoid public transportDo not travel together unless in family/bubbleSelf-assess for Covid-19Time arrival to minimise risk. Entry to ground via Officials entranceTemperature check on arrivalHalf time refreshments will not be availableMaintain social distancing throughout | Names and full contact details to be provided during confirmation of game Details to be retained for 28 daysOutside Steward to direct Officials  |  |  |
| Transmission of virus | Club Volunteers; Stewards; Car Park AttendantsGate OfficialsExternal Turnstile OfficialsInternal Fundraising volunteersBarCafé/foodClub shop | Wear face covering visor or mask Wear gloves and sanitise hands upon removal of gloves Follow social distancing measures Temperature check on arrivalWear face covering visor or maskWear glovesSanitise hands upon removal of glovesTemperature check on arrivalWear face covering visor or maskWear glovesSanitise hands upon removal of glovesTemperature check on arrival Sanitise all touch points prior to operation and regularly during admitting spectators Volunteer outside to manage separation in queue and confirm names and contact details (from records gathered during ticket selling process) for Test and TraceWear face covering visor or maskWear glovesSanitise hands upon removal of gloves Follow Government guidance on social distancing guidelinesSelf service on raffle tickets/golden goalsWear face covering visor or maskWear glovesSanitise hands upon removal of gloves Follow Government guidance on social distancing guidelinesWear face covering visor or maskWear glovesSanitise hands upon removal of gloves Follow Government guidance on social distancing guidelinesOne person in the shop at a timeDo not handle goodsAttendant service | Attend pre-match briefing Turnstile to be sanitised pre-match Cash handling to be kept to a minimumEntry via separate large gate for spectators who have paid in advance onlineCash handling to be kept to a minimum Cash handling to be kept to a minimumContactless payment method to be installedOne-way system installed at external serving hatch.Steward to marshall entry and exitCash handling to be kept to a minimumOne-way system installedSteward to marshal entry and exitKitchen serving system Cash handling to be kept to a minimumAttendant to manage entry and exit |  |  |
| Transmission of virus | Supporters & spectators  | Everyone entering the ground will be temperature checked at each entrance prior to entry**Everyone moving around the ground will be required to wear a face covering at all times unless subject to approved exemptions.****Masks can be removed whilst watching the game in a socially distanced manner.****Group of 6 regulations are to be strictly applied at all times whilst inside the ground.**Everyone to use hand sanitising points placed around the ground, especially prior to and after toilet use Follow Government travel advice Avoid public transportDo not travel together unless in family/bubbleSelf-assess for Covid-19Time arrival to minimise risk. Arrive in good time to manage potential congestion at gates Supporter groups to be limited to six people. Encourage family or ‘bubble’ onlySignage in covered areas to must be adhered to Supporters encouraged to buy tickets online via Club shop or via the email/text service Entry will be subject for registration for Track and Trace. Entry will not be permitted without prior registrationObserve guidance from Stewards and Club Officials Spectators must space out around the perimeter fence, observing social distancing. Stewards will monitor and manage supportersSpectators to be prepared for inclement weather as strict limits will be placed on numbers in covered areasSupporters will be released from ground in phased manner after the game has ended, as follows* Communal area in front of the Club House
* Popular side
* Seated stand and standing area

In the event that a supporter or attendee should fall ill during the gameThe casualty will be isolatedFirst Aid (by recognised procedures) will be administered If the person is able to leave the ground by their own means, and in a Covid secure manner, provide necessary assistanceIf unable to leave by their own means, call for the relevant medical services  | Briefing note issued via the Clubs website and social media channelsInformation contained in Club Newsletter asking for supporter co-operation, setting out all guidelines and rulesWhere supporters have reserved tickets via email/text, bring correct money to minimise handling of moneySpectators will be encouraged to register with the NHS Track and Trace App Spectators to observe official tannoy announcements Public announcement to request supporters remain in place until instructed to move by the StewardsStewards will hold spectators back from the players tunnel area, until everyone has left the pitch |  |  |

Key responsibilities.

 Covid Officer - To update Risk Assessment and ensure government guidance is applied. Ensure Stewards are aware of latest guidance, monitor adherence to guidance.

Media Officer - Update relevent documents on club website and distribute guidance via social media.

Matchday Secretary - Liaising with opposition to advise on Covid requirements. Loading with team management and playing staff on matchdays.