

**OLD OWENS CRICKET CLUB - RISK ASSESSMENT COVID 19**

**Carried out by: TIM LANE** **Date:** 13 April 2021 **Version: 1**

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| What are the hazards? | | Transmission of COVID-19 | |
| Who might be harmed? | | Facility users, staff, volunteers, visitors and the wider community | |
| No | Controls required | | Action Taken by the Club |
| **People Management and Communication** | | | |
|  | Self-screening of individuals before they arrive at the venue to ensure individuals displaying COVID-19 symptoms or those who should be shielding do not travel or attend. | | Use of Whatsapp and Social Media to ﬂag up message before games. Sign on the gate to ask people to stop and think before they enter the ground. |
|  | An assessment of user numbers, space capacities, venue circulation and layout planning to maintain social distancing. | | A full assessment of the club has been carried out and where social distancing cannot be maintained these areas have been closed off with clear signage. |
|  | A plan for where home & away players will sit whilst watching cricket activities. | | Areas have been sectioned off with clear signage for home and away players with hand sanitizing stations in both. |
|  | Signage and communication so that all participants and visitors are aware of the control measures in place and how to act appropriately to minimise the risk of transmission of COVID-19. | | Clear signage throughout the club both inside and out on measures that have been put in place to minimize the risk of COVID-19. Information on website and e-mails to players & members. |
|  | Staff and volunteer training to support the implementation of the plan, with suitable training records. | | All staff and volunteers have been fully advised and where necessary trained to help implement the current plan in place. Training records signed. |
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| Buildings | | | |
|  | Assess ventilation in your building (natural and mechanical) and take appropriate measures to maximise ventilation and  minimise risk of transmission. | | Good ventilation is maintained during open hours of the club both windows and doors left open at all times to minimized risk of transmission. |

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|  | Assess the maximum occupancy of your rooms at 2m social distancing (or 1m with risk mitigation where 2m is not possible) and establish a suitable circulation system/one-way system. Use signage and floor markings to communicate this. | One-way system in place and plenty of signage around the club house to enforce this. Table service only so no-one at the bar. |
|  | Assess the arrangement of seating areas to maintain social distancing and minimise the risk of transmission. | No seating will be available inside of the clubhouse outside only and tables and chairs position to allow and maintain social distancing at all times.  Changing rooms and showers remain closed. Players are not allowed to store any kits in the changing rooms and signage on doors. |
|  | Consider your wet weather plans and describe what actions you will take to maintain social distancing in wet weather. | During wet weather at no point will people be allowed to enter and sit in the clubhouse this will remain closed. There is sufficient shelter outside otherwise they will be encourage to take cover in their own vehicles. |
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| **Social and Hospitality Areas** | | |
|  | Plan to solicit and maintain records of your member attendance, customers and visitors - to be maintained for 21 days and then destroyed. | In accordance with the government guidelines all members & their guest will be required to complete a contacts card which will be held for 21 days. These will be stored in a secure and locked location for the duration in accordance with data protection and after destroyed responsibly. |
|  | Identification of suitable areas for outdoor service that don’t overlap with cricket activity. | Outside seating has been redesigned to comply with social distancing at all times. Notices on tables reminding people to stay within their bubbles and to supervise children at all times. |
|  | Steps taken to minimise time and the number of people at the bar. | Reducing the number of people allowed in the bar to two people at any one time in to comply with the 2 meter recommendations by the Public Health Agency. New reduced opening hours of the club house throughout the week  which has been clearly advertised. |

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|  | Steps taken to minimise contact points at payment or around the hospitality space. | Contactless payment is encouraged at the bar. |
|  | Suitable PPE provision and training for staff and volunteers. | Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Staff & volunteers will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.  Staff & volunteers are reminded that wearing of gloves is NOT a substitute for hand washing. |
|  | Strategy for the safe serving, clearing and cleaning of glassware and tableware. | Players, members and guests are reminded NOT be bring their empty glasses to the bar but to return them to the glass station positioned outside the clubhouse with clear signage. Extra bins also supplied.  Frequent cleaning of tables and chairs. |
|  | Deep cleaning strategy to minimise COVID-19 transmission risk | The club undergoes a deep clean in all areas once a week. |
|  | Daily cleaning strategy to minimise COVID-19 transmission risk. | Rigorous checks will be carried out by staff to ensure that the necessary procedures are being followed and toilets and bar area are being cleaned on regular basis and sheet signed and on display. |
|  | High-frequency touchpoint cleaning strategy to minimise COVID-19 transmission risk and how you will keep records. | Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, bar area tables & chairs, glasses and toilets using appropriate cleaning products and methods. Cleaning records are to be signed regularly and on display. |

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| **Hygiene and Cleaning** | | | |
|  | Materials, PPE and training that you have provided to your staff for effective cleaning. | | Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Extra bins will be provided.  To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - Posters, leaflets and other materials are available for display. |
|  | Provision of hand washing facilities with warm water, soap, disposable towels and bin. | | * Hand washing facilities with soap and water in place. * Stringent hand washing taking place. * Hand washing guidance. * Drying of hands with disposable paper towels. * Gel sanitiser made available |
|  | Provision of suitable hand sanitiser in locations around the facility to maintain frequent hand sanitisation. | | All necessary hand sanitizer, soap and paper towels have been made available in various locations throughout the club. |
|  | Provision of suitable wipes and hand sanitiser on the field for hygiene breaks. | | Sanitising stations made available for both home and away teams for regular hygiene breaks in accordance with the guidelines, every 6 overs or every 20 minutes. |
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|  | What are the hazards? | Other venue hazards to be considered after temporary closure such as Legionnaire’s Disease, fire, electrical safety etc. | |

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|  | Who might be harmed? | Facility users, staff, volunteers and visitors | |
|  | Controls required | | Action Taken by the Club |
| **Preparing Your Buildings** | | | |
|  | Consider the risk of Legionnaire’s disease and carry out necessary work to make your water supply safe for users. | | Necessary safety checks carried out and regular flushing is carried out to areas of the clubhouse that remains closed. |
|  | Check that routine maintenance has not been missed and certification is up to date (e.g. Gas safety, Electrical Safety and Portable Appliance Testing, Fire Safety, Lifts and Heating  – Ventilation and Air Conditioning). | | General maintenance checks have been carried out and recorded as necessary and all up to date. |
|  | Check that your ground is ready and safe to play. Look at what work is required and how this can be done safely at a social distance. | | Grounds have been checked and confirmed safe to play. Markings in accordance to guidelines have been carried out. Regular general maintenance of the ground continues in compliance with social distancing. |
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|  | What are the hazards? | Vital first aid equipment is not available when needed. First aiders do not have adequate PPE to carry out first aid when required. | |
|  | Who might be harmed? | First aiders, facility users, staff, volunteers and visitors | |
|  | Controls required | | Action Taken by the Club |
| **First Aid** | | | |
|  | Check that your first aid kits are stocked and accessible during all activity. | | Additional items ordered and placed in the first aid kit and is available at all times. |
|  | What steps have you taken to improve your first aiders’ understanding of first aid provision under COVID-19? | | All first aides have been updated training records signed for the first aid provisions under COVID-19 |

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|  | If you have an AED then check that it is in working order, service is up to date and that it is available during all activity. | | AED is in full working order and up to date. AED is checked every months and recorded. AED is position in the bar area and available at all times. |
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|  | What are the hazards? | Pitches or outfield are unsafe to play on | |
|  | Who might be harmed? | Players, officials, ground staff | |
|  | Controls required | | Action Taken by the Club |
| **Preparing your Grounds** | | | |
|  | Safety checks on machinery, sightscreens and covers. | | All necessary checks on machinery, sightscreens and covers have been carried out. |
|  | Check and repair of any damage to pitches and outfields. | | Regular checks to the pitches and outfields are carried out by our groundman. |
|  | Surfaces checked and watering regime adjusted based on lack of rainfall. | | Regular maintenance of the pitches and outfields are carried out groundman. |