



LEVERSTOCK GREEN FC – RISK ASSESSMENT

Covid-19 Officer: Tony Smart E: tony.smart2@ntlworld.com

STEP 4 UPDATE FOR NON-ELITE FOOTBALL

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SSML Technical Area Directive

The Technical Areas of both home and away teams must be extended to avoid close contact of all occupants.

In the marked technical area as specified by the Laws of the Game, a maximum of 3 people only can sit in the dugout. Two managerial staff are allowed to stand in the technical area and this will continue, making a maximum of 5 persons in the marked technical area at any one time.

In the extended technical area, the remaining substitutes (maximum of 3) must sit on seats at a distance avoiding close contact or in an alternative area if the weather is bad, examples being the front row of a stand or another covered area. The physio can be one of the 5 inside or one of the 3 outside of the Dug Out. The physio is reminded that in the Technical Area and should they enter the field of play, they must wear a face covering. The League has agreed that up to 10 persons can now occupy the technical area. This will mean that where this is taken up, more chairs will be required.

Any breaches of this Directive reported to the League will result in a charge being made against the club in question.



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What are the hazards	Who might be harmed	Controls Required	Additional Controls	Action BY	Action by when	Update
Spread of Covid-19	Users Workers Cleaners Pitch contractors	<p>Promoting Good Hygiene Provide additional hand sanitisers throughout the clubhouse.</p> <p>Clearly direct people to where they can wash their hands.</p> <p>Ensure that all handwashing stations are in good working order and provide soap, water and hand sanitiser.</p> <p>Provide hygiene standards promotional poster and signage throughout the clubhouse.</p> <p>Use disposable paper towels in handwashing facilities.</p>	<p>Hourly check when open, process (sanitiser, soap and paper towels and handwashing stations).</p> <p>Daily stock check (sanitiser, soap and paper towels).</p> <p>Daily check (promotion posters and signage).</p> <p>Train all workers on new protocols and the important of good hygiene, i.e. using PPE.</p> <p>Record checks in a register.</p>	<p>TS TS/KP TS/KP TS/KP TS/KP TS TS TS TS TS TS TS</p>	<p>04/07 26/07 04/08 14/08 14/09 25/09 08/11 03/12 14/03 08/04/21 17/05/21 01/08/21</p>	<p>Ongoing Reviewed Reviewed Reviewed Reviewed Reviewed Reviewed Tier 2 Review Review Review Update</p>
		<p>KEEP FACILITIES AND EQUIPMENT CLEAN: Cleaning before and after use throughout the clubhouse.</p> <p>Identify high-contact touch points for more regular cleaning (e.g. door handles, grab rails, vending machines).</p> <p>Frequent cleaning of work areas and equipment between Provide more waste facilities.</p> <p>Remove any non-essential items that may be difficult to clean.</p> <p>Follow Public Health England guidance if a COVID-19 case is reported at the facility.</p>	<p>A responsible person to check cleaning has taken place as planned.</p> <p>Weekly stock check (cleaning products).</p> <p>Empty waste facilities regularly.</p> <p>Train all workers on Public Health England guidance for reported COVID-19 cases.</p> <p>Use card payment wherever possible.</p> <p>Record checks in a register</p>	<p>TS TS/KP TS/KP TS/KP TS/KP TS TS TS TS TS TS TS</p>	<p>04/07 26/07 04/08 14/08 14/09 25/09 08/11 03/12 14/03 08/04/21 17/05/21 01/08/21</p>	<p>Ongoing Reviewed Reviewed Reviewed Reviewed Reviewed Reviewed Tier 2 Review Review Review Update</p>



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Spread of Covid-19	Users Workers Cleaners Pitch contractors	<p>MAINTAINING SOCIAL DISTANCING AND AVOIDING CONGESTION: Provide signage so people can find their destination quickly.</p> <p>Review how people walk through the clubhouse and adjust this to reduce congestion and contact between users.</p> <p>Regulate the entry to the clubhouse to avoid overcrowding.</p> <p>Apply two metre markings to the clubhouse entrance / toilets / and the queue to the café serving hatch.</p> <p>One-way arrow markings to help foot traffic flow management.</p> <p>Single-use doorways to avoid congestion i.e. one-way only entrances / exits.</p> <p>Single / limited use of toilet facilities to avoid congestion in confined spaces.</p> <p>Seating in stand, limited use with social distancing.</p>	<p>Monitor effectiveness, especially at peak times.</p> <p>Train workers to promote compliance to facility users.</p> <p>Train workers to report / deal with issues of non-compliance.</p> <p>Daily check (promotion posters and signage).</p> <p>Review all relevant FA and Government issued guidelines and adjust controls, signage and markings as required.</p>	<p>TS</p> <p>TS/KP</p> <p>TS/KP</p> <p>TS/KP</p> <p>TS/KP</p> <p>TS</p> <p>TS</p> <p>TS</p> <p>TS</p> <p>TS</p> <p>TS</p> <p>TS</p> <p>TS</p>	<p>04/07</p> <p>26/07</p> <p>04/08</p> <p>14/08</p> <p>14/09</p> <p>25/09</p> <p>08/11</p> <p>03/12</p> <p>14/03</p> <p>08/04/21</p> <p>17/05/21</p> <p>01/08/21</p>	<p>Ongoing</p> <p>Reviewed</p> <p>Reviewed</p> <p>Reviewed</p> <p>Reviewed</p> <p>Reviewed</p> <p>Reviewed</p> <p>Tier 2</p> <p>Review</p> <p>Review</p> <p>Review</p> <p>Update</p>



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Action	Status	Date
Clubhouse sign in sheets	Complete	08/07
Clubhouse signage	Complete	08/07
Covid-19 Officer - Tony Smart	Complete	08/07
Masks and gloves supplied	Complete	08/07
Check Insurance Policy	Complete	22/07
Place on Website and send to SSML	Complete	25/07
Match Day guidance Issued	Complete	29/07
Review all FA documents	Complete	29/07
Risk book in use	Complete	29/07
Additional bar and tea bar sign	Complete	31/07
Kitchen clean & checks	Complete	31/07
Clubhouse and Tea Bar Floor Signs	Complete	01/08
IZettle card reader for entrance gate	Complete	01/08
Mobile phone and SIM card for IZettle Gate card reader	Complete	01/08
Table for gate	Complete	03/08
Dugout additional seating	Complete	08/08
Parking zones	Complete	08/08
Stand seating social distancing signs	Complete	13/08
Risk Assessment	Complete	14/08
Team management and physio of guidance and PPE	Complete	14/08
Additional Covid-19 posters displayed	Complete	20/08
Spectator statement sent to SSML	Complete	02/09
Spectator return review	Complete	07/09
Clubhouse Use review – Queuing	Complete	08/09
Symptom Checks Added	Complete	16/09
Clubhouse Review – Seating	Complete	23/09
Team update – bar and dugouts	Complete	23/09
NHS QR Code signs	Complete	25/09
Clubhouse signs updated and displayed	Complete	25/09
Spectator queue for Tea Bar & Clubhouse review	Complete	15/10
Spectator match day grant order	Complete	15/10
Clubhouse checks & cleaning, Match Days	Ongoing	04/04/21
Dressing Rooms Checks & Cleaning on Match Days	Ongoing	04/04/21
Risk Assessment Monthly Review	Ongoing	01/08/21
Spectator outdoor Social Distancing markings	Complete	08/04/21
Thermometer checks	Complete	08/04/21
Covid-19 Tier 2 Review	Complete	03/12/20
Covid-19 March 29 th 2021 Review	Complete	29/03/21
Covid-19 Step 3 Review	Complete	17/05/21
Covid-19 Step 4 Update	Complete	01/08/21



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STEP 1		STEP 2	STEP 3	STEP 4
8 th March	29 th March	12 th April	17 th May	No earlier than 21 st June
Schools return, including play for school-age children as part of educational provision and wraparound care – following DfE guidance.	Outdoor grassroots football returns – following all FA guidance. Follow Government advice on spectators which can be found here . No changing rooms. No hospitality.	Indoor football for under 18s returns – subject to Government guidance. Follow Government advice on spectators which can be found here . Changing rooms can be used – following strict Covid-19 protocols. Outdoor hospitality is permitted in groups of up to six or two households and in accordance with the Government guidelines on catering and hospitality .	Indoor football for adults returns – subject to Government approval. Follow Government advice on spectators which can be found here . Changing rooms can be used – following strict Covid-19 protocols. Indoor hospitality is permitted in groups of up to six or two households and in accordance with the Government guidelines on catering and hospitality .	No legal limits on gathering. Larger events allowed.

UPDATE



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Match Days

Safety briefing before each fixture

- **Be aware of your own personal health.** If you show any of the Covid-19 symptoms you must stay at home, inform NHS Test and Trace and seek medical advice.
- **Be responsible.** Read the guidance provided by The FA and by your club so that you are aware of the changes to the game and what is expected of you. This will include things like being prepared to wash your own kit, bringing your own labelled water bottle and being aware of changes to meet-up times.
- **Practise good hygiene.** Wash your hands regularly and before, during and after a game.
- **Where possible maintain social distancing.** This won't always be possible in a competitive match environment (for example when tackling an opponent) and that is acceptable. However, before, and after a game you should maintain social distancing.
- **Use the extra dugout chairs for social distancing**
- **Support NHS Test and Trace.** You're likely to be asked to provide your details so that in the event of a Covid-19 outbreak those potentially infected can be traced. This is to everyone's benefit so please co-operate.
- **Do not spit.** Spitting and the rinsing out of mouths is now a recognised risk to health and must not be done. Avoid shouting or raising your voice if face to face with other players.
- **After the game.** Be aware that other users may be waiting to use the facilities. Changing rooms and showers are likely to be closed and any socialising must follow the **Government's guidance** on social distancing.



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Match Days

Entry

Spectators allowed

Maximum spectators will be limited to 500

Card Option available

Online programmes

Parking

Committee and staff only long side of the pitch

Players and spectators behind the top goal

Walkways

Social distancing recommended

Queue for Tea Bar from the dressing rooms gate to the tea bar one-way with signage

Signs

Follow all signage either directional or information

Stand

Do not use seats with red stickers with white cross on them.

Dressing Rooms

Social distancing of 1m recommended

Dugouts, social distancing for substitutes in dugouts, management use extra green seats only

Clubhouse

Use NHS QR at entry for Spectators, Staff, Match Officials, Players, Committee, Football Management both teams

Or Sign In - Staff, Match Officials, Players, Committee, Football Management both teams and spectators with names and mobile numbers.

Maximum 60 persons

Tea bar open

Toilets open use of mask



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Leverstock Green F .C. Spectator Check List

- QR Code in use for Track and Trace
- Name and mobile telephone number
- Use Hand Sanitizer
- Card Payment available
- Face coverings recommended
- One meter in the clubhouse & toilets
- Do not use seats marker with red cross with red background
- Maximum number of spectators limited to 500
- Follow all signage





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Check if you have coronavirus symptoms

If you have any of the main symptoms of coronavirus (COVID-19), get a test as soon as possible. Stay at home until you get the result.

Main symptoms

The main symptoms of coronavirus are:

- **a high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **a loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Most people with coronavirus have at least 1 of these symptoms.

What to do if you have symptoms

If you have any of the main symptoms of coronavirus:

1. Get a test to check if you have coronavirus as soon as possible.
2. Stay at home and do not have visitors until you get your test result – only leave your home to have a test.

Anyone you live with, and anyone in your support bubble, must also stay at home until you get your result.