**Junior Club**

**Risk Assessment**

**Phase 3, Friendly matches**

FAW Safer Return to Training Protocol

**COVID-19 Risk Assessment**

**Risk Assessment**

Advice and guidance from Government and the Football Association of Wales has required all clubs to conduct a risk assessment for COVID-19.

The risk assessment must be carried out by a competent person in order to identify the hazards and quantify the risks of these hazards exposing people to the virus.

Hazards and risks cannot be eliminated and therefore must be controlled. The control measures must be either physical or procedural and must be communicated to those who will work with, or otherwise come into contact with the hazards.

In undertaking risk assessments, the following approach should be adopted:

* Gather information and advice from the Football Association of Wales
* Gather information from Government and Public Health Wales
* Consider control measures appropriate to the current Government and Public Health advice
* Evaluate residual risk to person(s)

The risk assessments below give both primary and residual risks.

* The primary risk is the risk associated with the identified hazard assuming that the risk associated, remains completely uncontrolled.
* The residual risk is the level of the remaining risk produced when proposed control measures have been applied.

The figures given may be interpreted using the risk assessment matrix below.

All club management committees shall ensure that the risk control measures are fully implemented to achieve these levels.

The columns following the residual risk data indicate where additional controls may be required or where special attention should be given.

For the avoidance of confusion - the columns of the risk rating sections are headed Likelihood, Severity.

* L is for “likelihood” and is given in the first column.
* S is for “severity” and is indicated in the second column.
* R is for ‘Risk Rating” and is indicated in the third column.

**Likelihood x Severity = Risk**

The control measures, indicated within the assessment, are reasonably practicable to control the risks identified based on the protocol.

The findings of the risk assessment shall be communicated to those who may be exposed, or otherwise come into contact with the hazards and risks identified.

Club Managements must ensure that the control measures are implemented and managed.

An ongoing review of the assessment will take place and amended if the guidance from the governing body or Government departments is updated and suggests that the last control measures suggested are no longer sufficient to control risks, or are inappropriate, or if additional hazards are identified. A process of continuous assessment and re-assessment will be undertaken to ensure appropriate risk controls in accordance with all Government and FAW protocols.

**Matrix**

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| **Date of Assessment:** | **23/07/2020** | **Assessed By:** | **Club Secretary** |
| **Match Venue:** | **[Playing Fields]** | **Signature:** | **[A.N.Other]** |

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| **Likelihood** | | | | | | | | | | | | | | | | | |
| **1.** | Extremely Unlikely. | | **2.** | | Possible but Unlikely. | | **3.** | | Conceivable. | **4.** | | Probably will happen at some time. | | **5.** | | Almost certain to happen. | |
| **Severity** | | | | | | | | | | | | | | | | | |
| **1.** | No or minimum illness. | **2.** | | Medical Treatment. | | **3.** | | Medical treatment or isolation. | | | **4.** | | Critical infection or hospitalisation. | | **5.** | | Fatality. |

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| **Score** | **Risk** | **Action** |
| 1 → 6 | **LOW** | Action is not required to lower the risk. Time | Effort | Money is proportionate to the risk. |
| 7 → 15 | **MEDIUM** | Action may be required to control the risk. Immediate short-term measures may be required. |
| 16 → 25 | **HIGH** | Action is required urgently to control the risk. Further resources are almost inevitable. |

**Risk Assessment for Club**

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| **Subject** | **Hazard** | **People at Risk** | **What Might Happen** | **Rating**  **L x S = R** | | | | **Control Measures & Further Precautions to Reduce Risk** | | **New Rating**  **L x S = R** | | | | **Comments | Action** |
| Implementation of COVID-19 control measures at the match venue. | Failure to share relevant information.  Failure to enforce the control measures in place.  Persons not familiar with protocols. | Players | Coaches./Parents/ Away team | Increased rate of potential exposure to COVID-19.  Increased rate of potential spread of COVID-19 | 5 | 5 | 25 | Clubs will review and implement the Safer Return to Play Protocols and ensure compliance. | | 3 | | 5 | 15 | COVID-19 Compliance Officer appointed. Covid Officer is lead, has overall responsibility and is single point of contact for FAW and outside bodies. | |
| FAW Safer Return to Training Protocol plus Phase 3 Friendly matches. | Failure to share with Officials, Coaches, Parents, Players and Management of Venue | Players | Coaches./Parents/ Away team | Increased rate of potential exposure to COVID-19.  Increased rate of potential spread of COVID-19 | 5 | 5 | 25 | Protocol to be shared with all Officials, Coaches, Parents, Players and Venue, plus away team guidance | | 2 | | 5 | 10 | COVID-19 Compliance Officer appointed plus Operational Leads and Covid 19 Committee appointed  COVID-19 signage erected throughout the training venue. | |

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| **Subject** | **Hazard** | **People at Risk** | **What Might Happen** | **Rating**  **L x S = R** | | | **Control Measures & Further Precautions to Reduce Risk** | | **New Rating**  **L x S = R** | | | | **Comments | Action** |
| Protocol Document | Failure by users to read and abide by guidelines | Players, Coaches, Parents, Away team | Increased rate of potential exposure to, and spread of COVID 19 | 3 | 5 | 15 | Agreement to read and adhere to Protocol by all persons. | 2 | | 5 | 10 | No adherence to Protocol means player to not attend sessions. Suspension of football activities. Review of Risk Assessment and procedures.  All coaches to be spot checked on responsibilities by Covid Committee.  All players / parents to be questioned on receipt of, and understanding of, this Risk Assessment at first session / fixture after publication.  Spot checks to be carried out by Covid Officer, Operational Leads, Covid committee. Adherence to maximum numbers, in particular rule of 30, to be monitored and adhered to. | |
| Match  Facilities | Incorrect use and contamination | Players, Coaches, Parents, Away team | Increased rate of potential exposure to and spread of COVID 19. | 3 | 5 | 15 | Coaches to control use of facilities in line with protocol. Toilets to be sanitised befire, during and after sessions. | 2 | | 5 | 10 | Coaches / facilities monitored by Compliance Officer / Operational Lead, Covid Committee. Nominated personnel if necessary to sanitise. | |
| Sanitary Cleaning Products | No hot water, hand soap or sanitiser available  No hand sanitiser available  No sanitiser for equipment. | Players, coaches, Parents, Users of Venue, Public, Away team | Increased rate of potential exposure to and spread of COVID 19 | 5 | 5 | 25 | Each child and coach to bring own sanitiser and use in accordance with protocol. Club to supply extra hand sanitiser at entrance to playing fields. Sanitiser in equipment shed  Stock levels to be checked weekly and reported to Covid Officer for re-stocking | 2 | | 5 | 10 | To be checked by Compliance Officer / Operational Lead, Covid committee.  Stock levels to be monitored weekly by Covid committee | |
| Hand Sanitisers  Signage | Incorrect use | Players, coaches, parents, User of Venue, Public, Away team | Increased rate of potential exposure to and spread of COVID 19 | 5 | 5 | 25 | Use of hand sanitiser before, during and after each session / fixture. | 2 | | 5 | 10 | To be monitored by Compliance Officer / Operational Lead. Signage erected. | |
| Attendance Records | No record | Players, coaches and families, Away team | Increased rate of potential exposure to, and spread of, COVID 19 | 5 | 5 | 25 | Records to be retained for every session with up to date contact details. Liaison with opposition Covid Officer for friendly matches and swapping of contact details when necessary, in,line with WG Test and Trace | 2 | | 5 | 10 | To be retained by Compliance Officer in accordance with GDPR policy. | |
| Access Control to playing fields  Travel Arrangements | Unregulated access  Car sharing and mixing of households | Players, coaches, families, users of Venue, Public, Away team  Players, coaches, officials | Increased rate of potential exposure to and spread of COVID 19  Increased rate of potential exposure to and spread of Covid 19 | 5  5 | 5  5 | 25  25 | Staggered match times, controlled entry and exit. Separate entrance and exit for age groups / home team / away team.  Allocated drop off and meeting points for age groups / home / away teams. Map showing safe entrance and exit to be disseminated to all relevant people / away team.  Social distancing rules to be adhered to before, during and after each session / match.  If parents are present in wider facility, allow allocated areas with social distance controls in place.  No car sharing | 2  2 | | 5  5 | 10  10 | Match times to be controlled by Compliance Officer. All details to be given to away team in advance of fixture. Signage erected.  Encouraging of adherence to WG guidelines by all Club Officials. | |
| Equipment to be used | No agreed control and use of equipment  First Aid Kit  Match / training kit | Coaches and players  First Aiders, Coaches and players  Players | Increased rate of potential exposure to and spread of COVID 19  Increased rate of potential exposure to and spread of COVID 19  Increased rate of potential exposure to and spread of Covid 19. | 5  5  5 | 5  5  5 | 25  25  25 | Spray sanitiser to be used on all equipment including goalposts before and after every session / fixture. Where practicable only coach to handle equipment. Limited contact with players and equipment.. Same coach to take out and put away equipment. Ball to be sanitised when out of play during fixtures.  PPE equipment ie masks, aprons, and protective disposable equipment.  Players to arrive in kit ready to play. No use of changing rooms. Training bibs to be allocated to each player and no sharing of kit. | 2  2  2 | | 5  5  5 | 10  10  10 | To be monitored by Compliance Officer / Operational Lead, Nominated persons for each role eg sanitising ball, putting away equipment.  To be monitored by Covid Officer / Operational Lead / Covid Committee.  To be monitored by Covid Officer / Operational Lead / Covid Committee. | |
| Health checks on attendees at matches | No control on people with early signs of covid 19 | Players, coaches, officials, anyone in attendance | Increased rate of potential exposure to and spread of COVID 19 | 5 | 5 | 25 | Self assessment questionnaire. Temperature check on all attendees. Use of NHS QR code | 3 | | 5 | 15 | To be monitored by Compliance Office / Operational Lead / Nominated Covid Committee member. Any doubt on health of attendee, attendee to be sent home immediately and advised to follow WG guidance. Should any previous attendee report signs of ill health / Covid 19 symptoms, Covid Officer to enact Test and Trace with all possible people at risk. Records to be maintained and Risk Assessment to be reviewed. | |
| Updates on FAW Protocols | Incorrect procedures | Players, coaches, officials, public | Increased rate of potential exposure to and spread of Covid 19 | 5 | 5 | 25 | Weekly check of FAW / WG protocols and guidelines and updates as necessary. When appropriate, new RA drawn up and disseminated as above. | 2 | | 5 | 10 | To be monitored by Compliance Officer. When updated, all players / parents to be questioned as above, | |
| External Venues | Failure to follow protocol | Players, coaches, officials, public and external venue users | Increased rate of potential exposure to and spread of Covid 19 | 5 | 5 | 25 | RA and FAW protocol to be discussed with Venue | 2 | | 5 | 10 | To be noted and monitored by Covid Officer. | |
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**Failure to follow this Protocol will mean the Player will not be able to participate in any football activity whilst this Protocol is in place.**