



NORTH FERRIBY FC RISK ASSESSMENT



Activity/Department: NFFC Corporate risk assessment

RA01 COVID-19 v1 - Managing COVID-19 risk assessment – STADIUM AND MATCHDAY assessment

Sheet 1 of

Date of Assessment: 14/08/2020

Prepared By:

Mark Richardson VR, BSc(Hons), DipNEBOSH, EnvDipNEBOSH, CMIOH, MCIEH, PIEMA, RAMC
Ground Safety Officer – North Ferriby Football Club

Assessment Identification No:

NFFC RA01 - COVID-19v1

BACKGROUND

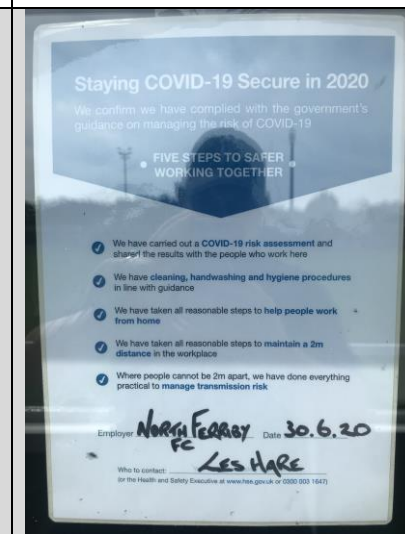
A Coronavirus pandemic has affected the globe with the virus sweeping across many countries and bringing normal working and civilian life to an almost stand still.

Transmitted primarily by aerosol, the virus can be transmitted by inhaling vapour containing the virus, or by transferring it by touching the face and into the mouth from surfaces. This risk assessment will attempt to consider all the issues faced in the Ground at North Ferriby Football Club, using the guidance from the FA, the SGSA and the Government and implement control measures that will help to protect the spectators, volunteers and employees from the risk of transference.

At the time of the writing of this risk assessment, NORTH FERRIBY FOOTBALL CLUB Ltd was closed to the public and has been since March 2020 lockdown period.

Gradually some of the functions of the ground have begun to reopen inline with other Government guidance such as the bar and function room facilities, prior to the return of spectator attended matches and the season potentially beginning in September. Only behind closed doors matches are being played at present.

This risk assessment is for STADIUM COVID-19 MATCHDAY PROVISIONS OF THE SPECTATORS, STANDS, OFFICIALS AND TEAM OPERATION only and should be used in conjunction with the site-specific SEAT MAPPING exercise and the Bar, Boardroom and Restaurant documented risk assessment WHICH HAS BEEN PREPARED SEPERATELY.



Assessment of Risk


What Further action is required

Hazard/Harm arising	Person at risk	Existing Control Measure[s] (What is in place to reduce or stop the risk/ hazard)	Additional control measures needed (Does anything else need to be done?)	Actioned by whom?	Date	Complete
Lack of Adherence to government guidelines on COVID-19 compliance and Risk assessment notification AND also industry guidance resulting in regulatory intervention.	Team, Club Officials, staff and spectators	<ul style="list-style-type: none"> Signage for display to the public showing COVID-19 commitment and declaration produced and used. Completion of a COVID-19 Risk assessment for all operations of the Club, including, Playing facilities, Bar and kitchen areas etc. Appointment of a COVID-19 officer for the club made to assist in implementation. 	<ul style="list-style-type: none"> Details of the risk assessment communicated to all members with significant findings, actions and control measures managed in developed SOP's and training where required. All Visiting teams to send in advance or bring their COVID risk assessment for when return travel to grounds is made. 	Chairman and Safety Officer	14/08/2020	



NORTH FERRIBY FC RISK ASSESSMENT





<p>Travel to and from the stadium – Exposure to COVID-19 may occur during transit.</p> <p>Exposure could include the team becoming infected, match officials, staff members and volunteers.</p> <p>Government guidance is to use alternative means to public transport when possible.</p>	<p>Team, Officials, Staff, Volunteer and Press,</p>	<p><u>General guidance –</u> Where possible use alternative transport to public transport, such as cycling, walking and private vehicles. However, NFFC staff members are briefed that when using Public transport (where possible) they try to -</p> <ol style="list-style-type: none"> 1) Avoiding overcrowded public transportation 2) Wear face masks and other PPE as required by local authority when using transport 3) Maintaining safe distance from other passengers where possible 4) Using hand sanitizer when entering and exiting NFFC. <p><u>NFFC Teams – HOME GAMES</u> All teams to be briefed that that the following should be adopted by each player –</p> <ol style="list-style-type: none"> 1) Arrive for training and matches in own personal cars or by via means such as bike or walking. 2) Not car share outside of their household or social bubble unless unavoidable. 3) Sanitisation to be made at regular intervals by all. <p><u>NFFC Teams - AWAY GAMES</u> For away games the following will be adopted where possible –</p> <ol style="list-style-type: none"> 1) The team will be encouraged to share cars with the same people each time 2) Open windows for ventilation 3) Face away from each other 4) Wear a face covering as well as yourself 5) Regular sanitation to be made. 	<p>Where transport individually is not possible then the following should be adopted when car sharing -</p> <ol style="list-style-type: none"> 1) If ride-sharing keep to small groups 2) Consider using solo transit modes such as bikes, scooters, cars 3) Open windows for ventilation 4) Face away from each other 5) Ask the driver and passengers to wear FACE COVERINGS as well as yourself 6) Maximise seating distance between people in the vehicle <p>SELF REGULATION and CONTROL IS REQUIRED BY ALL AT ALL TIMES Coach Travel/ Mini bus travel if essentially required will ensure that –</p> <ol style="list-style-type: none"> 1) Seating arrangements will maximise space between the staff and team 2) Windows open for ventilation 3) Wear face coverings on the coach regular sanitisation of hands by passengers 4) Limit time spent in garages or stops 5) Hand washing for 20 secs at these facilities or sanitise soon after visiting rest areas. 	<p>All</p>	<p>Ongoing</p>
---	--	--	---	------------	----------------



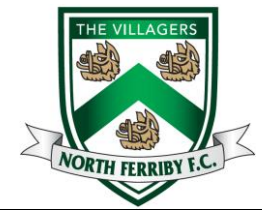
NORTH FERRIBY FC RISK ASSESSMENT





<p>Stadium entry – Exposure to COVID-19 may occur from touch points and inadequate social distancing on Matchday.</p> <p>Teams and staff members may be at particular risk from touch points where members of the public may also enter.</p>	<p>Teams and Staff</p>	<p>Entrances –</p> <ol style="list-style-type: none"> 1) The South stand entrance is to be used by all playing staff. Safety Steward will be monitoring access and egress and parking into the area. All team members briefed to arrive at a certain time well in advance of the arrival of spectators. 2) Sanitisation to be positioned for use on entrance, at touch points and further positions around the sites, particular in changing rooms. 3) One way system to be used when entering 4) Team trained on COVID protocols and SOP's for safe interaction with others. Declaration of health is taken by the team managers on arrival. <p>Signage –</p> <ol style="list-style-type: none"> 1) NFFC branded signage to be displayed to provide COVID requirements of site and messaging on behaviours expected. Posters displayed at the entrance and also around the sites in toilets and in changing rooms. 		<p>Safety Stewards</p>	<p>Ongoing On Match day</p>
<p>Cleaning regime – An inadequate cleaning regime or lack of enhanced cleaning could lead to viral contamination and spread throughout the premises posing risk to all coming into contact with surfaces. Staff, Officials and internal teams are responsible for the cleaning regime and regular handwashing.</p>	<p>External cleaning and staff members</p>	<p>Cleaning services</p> <ul style="list-style-type: none"> • External cleaning teams will resume normal operation before and following a match. • “Clean as you go” policy for all staff members and teams when using areas and rooms of the stadium – including changing room • Bins to be emptied regularly • Contaminated waste to be double bagged and • Removal of non-essential items • Clearly direct people were to wash hands (signage in place for hand and sanitisation). 		<p>Site team</p>	<p>Ongoing</p>



NORTH FERRIBY FC RISK ASSESSMENT






		<ul style="list-style-type: none"> Daily check for supplies made before game Disposable towels used when possible Hand dryers in close proximity to be alternated and switched off if required to maintain social distancing. 			
<p>CHANGING ROOMS – Match officials, HOME and AWAY team will be working in close proximity to each other when changing and could spread COVID between each other.</p> <p>The evidence is that transference during a game or training is minimal in comparison to social interventions over a prolonged period, hence the need to be vigilant on players not having social contact pre or post activity.</p>	<p>Match officials HOME AWAY teams</p>	<p>All teams' officials and users to be briefed with the following –</p> <ul style="list-style-type: none"> On arrival all teams and officials to present or sign a declaration of health which correlates to the attendance list of visiting officials and teams in advance of the day. The teams should be briefed that the changing rooms are to be allocated to the first team and coaches where possible with all other non-playing and assistant support to wait and congregate in the stand, with social distancing. The match officials' room, under COVID restriction for distancing can have no more than 3 people in it at a time. The shower units are to be used with distancing being implemented at all times. One in one out system where required Toilets are enclosed cubicles and therefore are single use Urinals are to be used by one person at a time. All changing rooms have been set up with signage for COVID requirements and hand washing, with Soap and sanitiser available in all areas. Open all windows during use to ventilate The PHYSIO room in each changing room, where possible should have no more than 2 persons in it at a time (one treatment 	 <p>Signage</p>  <p>Physio and sanitisation and posters</p> <p>Stagger use of the changing rooms at all times.</p>	Match officials and HOME and AWAY teams	Ongoing on match days



NORTH FERRIBY FC RISK ASSESSMENT




		<p>one Physio) unless required – if more than 2 then PPE should be worn to prevent the spread of COVID.</p> <ul style="list-style-type: none"> At the end of the match the teams should wait on the pitch and those for showering and changing should be sent in in groups to maintain social distancing. All team talks and briefings should be made on the pitch and not in the changing room. Daily check for toilet and hand drying supplies to be made. Cleaning of the changing rooms after matches in place Changing rooms closed during non-playing days to prevent contamination <p>Where possible teams to be briefed in line with FA guidance on –</p> <ul style="list-style-type: none"> Players should arrive already changed where possible and bring spare clothes to travel home (or of they choose to travel home in the kit they just played in) Following the game refrain from any contact 	 <p>Plenty of room for distancing</p> 			
EQUIPMENT - training and matchday COVID-19 may be spread through multiple persons		<ol style="list-style-type: none"> 1) Players should bring their own water bottle and kit for training and matches where possible 2) The use of communal water bottles to be discouraged. 3) Equipment such as posts, bibs and goalposts to be wiped down with appropriate cleaning equipment and cleaned thoroughly after every session. 4) PPE to be worn where required when carrying out cleaning processes. 		All users	Ongoing	



NORTH FERRIBY FC RISK ASSESSMENT



PPE – Provision of PPE can reduce the likelihood or chance of transference risk between staff and customers		<ul style="list-style-type: none"> Whilst NOT currently required in the lower leagues, some instances could promote the use of PPE or be good practice. Where PPE is required this will be supplied to staff members as needed. Visiting officials and teams should provide for themselves vis risk assessment in advance and bring with them. 	Staff members are not to place themselves in danger trying to enforce the wearing of masks if required. Only the POLICE can enforce the wearing of face masks.	All persons		
Social distancing and traffic flow measures – Failing to manage the flow of traffic and social distancing could lead to exposure of customers and staff and also breach government requirements of distancing	Staff Customer s and visitors	<p>Government restrictions are in place for social distancing which may differ from other sites. At the time of writing this RA, the following Government restrictions are in place and the season has not begun.</p> <p>Where 2m social distancing cannot be achieved, a distance of 1m + mitigation may be used. https://www.gov.uk/government/publications/review-of-two-metre-social-distancing-guidance/review-of-two-metre-social-distancing-guidance</p> <p>Within Government guidance, mitigation counts as – <i>One-way system, exit row-by-row, spaced queuing, increased ventilation</i> <i>Pre-book, pre-pay (only if required)</i> <i>Effective test and trace (used for the bar area when signing in and with the teams and visiting officials).</i></p> <p>NFFC will implement the following - Entrance and Exits –</p> <ul style="list-style-type: none"> Traffic mapping process has been carried out to create one-way systems to be implemented around the ground. 	<p>For full details of seat mapping and capacity calculations see the addendum to this risk assessment.</p> <p>The FA projected capacity reductions is to be around 1/3 of normal capacity.</p> <p>NFFC is a 3000-capacity reduced to 2300 for the purposes of the ground safety certificate. 1/3 represents approximately – 766 available viewing positions.</p> <p>The SEAT MAPPING exercise will identify the available standing and seating positions in the ground for the purposes of tickets sales and the implementation of safe and social distanced positioning.</p> 	NFFC Safety officer	Ongoing as guidance changes.	



NORTH FERRIBY FC RISK ASSESSMENT



- External signage and control of external queues (where required) is in place.
- “Safety team” in place to welcome guests and direct to queuing areas and barriers.
- “Safety team” to manage flow of customers and direct to certain areas.
- Government guidelines are currently at 1m+ mitigation and NFFC will try to maintain and enforce the guidance of the SGSA where possible for customer confidence.
- Rows in front and behind of static seating and standing positions will be removed from sale and blocked in the system if LESS than 1m from another person. If over the 1m measurement then will remain in sale.
- There will be some crossing in the aisles at close proximity however this will be impossible to eliminate and represents that same hazard at present when crossing someone in the supermarket aisle and is for temporary seconds in time. The guidelines do not prevent this from happening and is the only way to get into some seats
- The disabled bays will be limited so that the same distancing strategy is in place where disabled bays for wheelchairs maybe closer than the government guidelines for distancing.
- Where there is a pinch point on entry or in navigating around safely will have additional seating blocked out where applicable.





NORTH FERRIBY FC RISK ASSESSMENT




<p>Dealing with disability – COVID -19 does impact on the service and manoeuvrability of disabilities of all types.</p>		<ul style="list-style-type: none"> • “Safety team” to highlight and assist those with disability issues when highlighted or made aware. • Guests identifying a disability will be fast tracked to avoid pinch points. • Normal disability and carer provisions are in force even during COVID. • Wheelchair users to be escorted to disabled seating or balconies as per normal. • Emergency procedures DO NOT change during COVID. As per training LIFE preservation takes priority over COVID requirements. Evac chairs and evacuation techniques including First aid will be actioned, however consider if you need PPE when administering it. • Viewing positions to be reduced to 3 wheelchair bays in the normal position with 1 carer per person. • Any additional wheel chairs users will have to be housed in the open in front of the toilets and club shop. 	 	<p>Matchday safety team</p>	<p>Ongoing</p>	
<p>Food hygiene considerations/ service at the concessions stand / availability of food stuffs and preparation features –</p> <p>There may be a perceived issue of hygiene and COVID spread by the public. Lack of personal hygiene by staff members could increase risk in prep areas and service areas.</p>		<p>Food has not been proven scientifically as a means of transmission during COVID. Government guidance on take-aways and restaurants state that <i>“additional PPE beyond what you usually need is not beneficial”</i>. <i>“Workplaces should not encourage the precautionary use of extra PPE to protect against CoVID-19 outside clinical settings”</i>.</p> <ul style="list-style-type: none"> • Kitchens are set up to normal food hygiene standards with hand washing and hand-sanitisers available. • Hand-washing signage in place • Teams to work the concessions stand trained 	 <p>For more details see additional BAR and food risk assessment separate to this RA.</p>	<p>Matchday Kitchen team</p>		



NORTH FERRIBY FC RISK ASSESSMENT





		<p>appropriately in COVID working</p> <ul style="list-style-type: none"> • Alternative till points to be used to enforce distancing between staff members. Working side to side reduces risk. • Screens installed to protect workers from the public to negate the use of PPE unless personally desired. • Staff members to separate equipment and use “station concept” to avoid needing to cross other staff members in the area. • Contact free payments encouraged. • Non touch techniques used for food delivery already • Queuing system in use for concessions and to self service areas where required. 				
<p>Security arrangements – New procedures may be tested by members of the public through negligence or ignorance and security provision may be required to alleviate situations that could escalate.</p>	<p>Security team/ stewards</p>	<p>NFFC has existing review of security provisions. New operating standards means that there is a lower capacity in site anyway and some of the usual issues we may face will be negated through, operating times and capacity and group limitations.</p> <ul style="list-style-type: none"> • Security teams briefed on role and expectations during operational hours • Security teams to ensure that they are trained on COVID requirements prior to arrival at the site and then be inducted and briefed by matchday safety team. • Security teams to ensure that PPE requirements are conducted in line with the site expectations. • Where physical distancing isn't possible security teams should be adequately trained in dealing with aggression and touch techniques to reduce the risk of transfer. 		<p>NFFC board and safety team</p>	<p>Ongoing</p>	



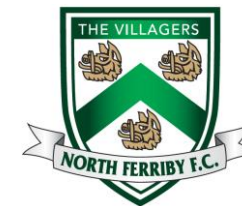
NORTH FERRIBY FC RISK ASSESSMENT



<p>Common areas – BAR, CATERING, CLUB SHOP AND THE BOARDROOM</p> <p>These areas represent potential for high COVID-19 transfer due to congestion and multiple users' increasing touch points and chance of transference.</p>	<p>All staff and visitors</p>	<p>Bar Areas – (See separate RA for more details).</p> <ol style="list-style-type: none"> 1) Workplace messaging established and communicated prior to return and also in-house signage 2) Installation of hand sanitisers in entrances and other common areas to be carried out 3) Floor markings or the installation of one-way systems to control personnel flow through the open plan areas will be in place. 4) Areas such as bar seating to be spaced out to promote distancing measures 5) Cleaning guidelines and regimes to be enhanced on cleaning on travel routes and high touch areas – wipes and sanitiser to be made available at these locations. 6) All furniture to be spaced accordingly 7) Cleaning protocols to remain in place and be enhanced with regular clean down and item removal. <p>Food areas –</p> <ol style="list-style-type: none"> 1) Kitchen area to have a maximum number of persons identified for use at any time. 2) As preparation area is smaller than social distancing rules - 1 in 1 out system may be adopted to manage traffic flow. 3) Cleaning of regularly touched machinery to be carried out. 4) Eliminate open food items 5) Minimise touch points by removing communal food items such as coffee/ tea etc. 6) Pre-packaged food to be encouraged 7) Players meals to be served individually prepared and wrapped at the end of the game. 	 	<p>All NFFC staff and patrons and customers</p>	<p>Ongoing</p>
---	--	--	--	---	----------------



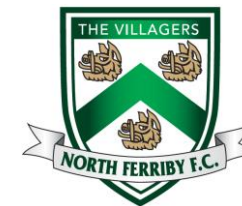
NORTH FERRIBY FC RISK ASSESSMENT



		<p>BOARDROOM - Boardrooms and associated hospitality are not required at present. Therefore, currently boardrooms are to be used for assisting with social distancing and will be used for the players and officials to eat and refresh after the game.</p> <p>SHOP – A queueing barrier system is to be implemented for when matchday and spectators return.</p> <p>TOILETS – the barrier system for the shop will extend past the entrance to the toilets to allow for over 2m passing in the route to the ladies and gents and disabled toilets.</p>				
<p>Personal and Workplace Hygiene requirements – Acting appropriately and hygienically can prevent transference and contamination of the area</p>	<p>All staff and visitors</p>	<p>Respiratory etiquette –</p> <ol style="list-style-type: none"> 1) Cover coughs and sneezes using a tissue or elbow 2) Turn away when in reflux 3) Utilise available bins for refuse 4) Messaging on hygiene to be displayed 5) “catch it kill it, bin it” <p>Personal –</p> <ol style="list-style-type: none"> 1) Ensure that clothing and uniform is clean and laundered in line with Vue requirements. 2) Take home all clothing and personal belongings from the site every day to prevent harbourage. <p>Shared workspaces –</p> <ol style="list-style-type: none"> 1) DO NOT use shared keyboards and mouse and distribute personal peripherals to 	<p>Touch points –</p> <ol style="list-style-type: none"> 1) Provide disposable wipes and hand sanitisers for use after door knobs, light switches etc. where required 2) Discourage and train staff to not share and use equipment such as desks, phones 	<p>All NFFC patrons</p>	<p>Daily and ongoing</p>	



NORTH FERRIBY FC RISK ASSESSMENT



		mobile workers 2) posting guidelines for desk and equipment sharing, disinfecting and use 3) storage units (lockers) for storing personal items in the workplace				
Emergency protocols – First aid protocols COVID outbreak protocols RIDDOR protocols	First aider and injured party	1) No changes are in place for normal first aid measures. 2) All normal first aid measures and provisions to be maintained and restocked as necessary. 3) All persons requiring first aid should be dealt with by the use of gloves as per training and face mask should be worn unless administering CPR. 4) Mouth filtration and coverings should be used where CPR requires mouth to mouth resuscitation. 5) Pre COVID lockdown protocols still exist and should be adopted on the notification of an infected person with COVID 6) RIDDOR protocols on COVID-19 exists in the accident reporting SOP on confluence. Test and trace/ Track and Trace – Government guidelines require the collection of guest detail when purchasing tickets or in the bar area. Refer to Contract Tracing for more details. NFFC is recommended to collect details from customers for outbreak scenarios. Whilst not legally required at present, for online bookings this is easy to achieve as it will track purchases and each customer. In site however the collection process may cause congestions rather than keeping the ingress flowing.	<ul style="list-style-type: none"> Notification of local authority if outbreak confirmed UK RIDDOR reporting to be instigated by the Ground Safety Officer 	NFFC Safety Officer	As require	



NORTH FERRIBY FC RISK ASSESSMENT



Signed as having read and understood the Risk Assessment and will follow the guidance

Name	Signature	Date	Name	Signature	Date