

CASTLEHAVEN COMMUNITY ASSOCIATION CORONAVIRUS (COVID 19) RISK ASSESSMENT



This risk assessment has used guidance from the World Health Organization and NHS to ensure the risk assessment is following the latest advice. Please note that this advice could change and that the risk assessment will have to be reviewed when any relevant changes have been made to current advice. The title 'Risk' has been omitted from this risk assessment because Covid 19 is a new illness that can affect your lungs and airways, but Covid 19 can present symptoms in many ways. It is a virus and symptoms can be mild, moderate, severe or fatal.

The following activities are covered in this Risk Assessment -
 - Use of the CCA Sports Pitch.

COVID 19 RISK ASSESSMENT – SPORTS PITCH - Use of CCA Sports Pitch – Including football, training sessions and schools’s sport sessions

Who might be harmed?	Controls required	Additional Controls	Action by who?	Action by when	RISK RATE
Staff Volunteers Hirers Trainers Coaches General public	<p><u>Symptoms of Covid 19</u></p> <ul style="list-style-type: none"> If a person feels unwell or has someone feeling unwell in their household with C-19 symptoms, they should be told by the contractor/hirer to stay at home and not to come along to the CCA sports pitch until an appropriate isolation period has passed. If anyone becomes unwell with a new continuous cough, high temperature or loss of smell/taste on the CCA sports pitch they will be sent home by contractor/hirer etc and advised to follow the current stay at home guidance. If said person is too ill to travel home, that person will need to be isolated somewhere safe in the community park and the first aider will be called to attend to the ill person (protected with PPE). They will be assessed for next steps possibly call their doctor or 999 for assistance. 	<p><u>Symptoms of Covid 19</u></p> <ul style="list-style-type: none"> We would advise that the contractor/hirer will stay in contact with the ill person during this time, especially if the person is known to live alone or vulnerable. The contractor/hirer will implement a Track & Trace register of all personnel that takes part in their sports session (Name, Tel Number & Whether they have had C-19 symptoms). They should use this list to help track & trace individuals in contact with the C-19 diagnosed individual, and advise those in contact them that they may need to check the public health website www.publichealth.hscni.net/ that can provide advice on what actions they should take. Contractor/hirer can use an Infrared thermometer if they wish to help to detect the virus if a person who is playing sport has a high temperature of 37.8C or greater. 	Contractors/Hirers, TR (or SB), GM	Ongoing	MED

	<ul style="list-style-type: none"> Advise the contractor/hirer to use their sports pitch booking system to identify all people that person may have been in contact with within the sports pitch to inform them that they may need to check the public health website www.publichealth.hscni.net/ That can provide advice on what actions they should take. The first aider (or main contractor/hirer) will need to complete an incident/accident form and send a copy to CCA for our records. 	<ul style="list-style-type: none"> After a confirmed case of C-19, CCA will close the pitch immediately and cancel all bookings. CCA will carry out a deep clean of all sports pitch equipment, gates, and any areas this individual may have been in contact with. After the deep clean the sports pitch can re-open and bookings taken again. CCA staff will keep up to date with all C-19 Government Guidance and change this risk assessment in a timely fashion and carry out all tasks required. 			
Staff Volunteers Hirers Trainers Coaches General public	<p>Football</p> <ul style="list-style-type: none"> Social distancing MUST always be adhered to during all sports sessions on the pitches. Main contractor/hirer must provide a risk assessment for their footballing session. Main contractor/hirer must provide a trained first aider at these sessions. Only football teams of up to 6 players (e.g. 5 players and one coach) can use one of the pitches at a time. (we have 3 pitches with divider netting). Only two pitches can be used at one time (1 team of 6 per pitch). Pitches numbered 1 and 3 are the only ones that can be used. Entrance gates at either end of the main football pitch will be opened for entrance and exit for players on pitches 1 and 3, so they do not have to go near each other during their booking. <p>Exercise & Fitness Sessions</p> <ul style="list-style-type: none"> Contractor/hirer must provide a risk assessment for their specific sporting activity. There must be a trained first aider present at these sessions. Exercise and fitness activities is allowed in groups of 6. Following social distancing measures. These will be allocated one pitch to use. <p>School Sports Sessions</p>	<p>All Sports Sessions</p> <ul style="list-style-type: none"> The situation to be regularly reviewed https://www.gov.uk/government/publications/corona-virus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation There will be hand cleaning stations at both entrance/exit gates. CCA will provide hand sanitiser, disinfectant spray, and paper towels for the time being. CCA will provide a bin to dispose of the paper towels and other rubbish accumulated whilst using the pitches safely. All users who touch the gates and move goal posts MUST use the disinfectant spray and paper towel to clean the gates and goalposts before and after use. CCA changing rooms/toilets will be closed until further notice. Any hirer of our sports pitches will be informed to NOT defecate or urinate within our parks or surrounding streets. All drinks bottles, cans and food packaging MUST be removed from site by contractors, hirers, trainers, or coaches when exiting the sports pitch. Using the bins provided. 	Contractors, TR (or SB), GM	Ongoing	LOW

	<ul style="list-style-type: none"> All school sports sessions must have a risk assessment. Must have a trained first aider present at these sessions. Must follow all government guidance on C-19 sports & recreation for school children whilst using our facilities and adhere to these. 	<ul style="list-style-type: none"> CCA to provide all contractors/hirers/trainers/coaches with emergency first aid information for local doctors and hospitals. 			
Staff Volunteers Hirers Trainers Coaches General public	<p>First Aid</p> <ul style="list-style-type: none"> All contractors/hirers must provide a trained first aider at sports sessions. All contractors/hirers must provide adequate first aid equipment to help injured people. First aiders must be willing to help those injured or poorly person/s First aiders must use PPE – Face mask (or full face shield) and disposable gloves when assisting injured/poorly person/s All first aiders must provide a copy of a completed incident / accident report form of any incident / accident or near miss that has occurred on the sports pitch. If the first aider is the injured person CCA will provide a trained first aider (if available) or a responsible person within the hirer’s group must call local doctor or 999 for assistance. 	<p>First Aid</p> <ul style="list-style-type: none"> All contractors/hirers must be informed of location of defib machine. And to be given access to this during their session. CCA to provide all contractors/hirers with emergency first aid information for local doctors and hospitals. 	TR (or SB) GM (or other named member of staff)	Ongoing	LOW
Staff Volunteers Hirers Trainers Coaches General public	<p>Site Access</p> <ul style="list-style-type: none"> If a booking is for our entire pitch (e.g. school bookings) we will open two gates for entrance and exit. To stop congestion at entry/exit points onto the pitch and safeguarding. All other bookings only two pitches can be used at one time (e.g. 1 team of 6 per pitch). Pitches numbered 1 and 3 are the only ones that can be used. For all other booking’s gates at either end of the main pitch will be opened for entrance and exit for 	<p>Site Access</p> <ul style="list-style-type: none"> CCA caretaker (or other staff member if caretaker unable to carry out task) will open the entrance & exit gates when required. CCA caretaker (or other staff member if caretaker unable to carry out task) will set up the sanitiser stations at both entrance & exit gates. CCA will make sure that keys are always available for access to gates when people are booked to play on them. And replace the padlocks if they are missing. 	GM (or other named member of staff) LM	Ongoing	LOW

	<p>players on pitches 1 and 3, so they can properly socially distance.</p> <ul style="list-style-type: none"> All maintenance contractors will need to report to CCA caretaker (or other staff member if caretaker unable to carry out task) to gain access safely and securely to sports pitch. They will be asked to follow all social distancing measures and to use sanitiser before and after their tasks on site. They will have to clean any equipment with antibacterial spray and paper towels before and after use. 				
<p>Staff Volunteers Hirers Trainers Coaches General public</p>	<p><u>Hand Washing</u></p> <ul style="list-style-type: none"> CCA changing rooms/toilets will be closed until further notice. There will be hand cleaning stations at both entrance/exit gates. Any contractor/hirer of our sports pitches will be informed to use sanitiser stations on entry and exit of sports pitches. All users who touch the gates and move goal posts MUST use the disinfectant spray and paper towel to clean the gates and goalposts before and after use. Any contractor/hirer will tell their team/participants NOT to defecate or urinate within our parks or surrounding streets as this is a criminal offense. 	<p><u>Hand washing</u></p> <ul style="list-style-type: none"> If the contractor/hirer cannot CCA will provide hand sanitiser, disinfectant spray, and paper towels on request. CCA will provide bins to with liners to dispose of the paper towels and other rubbish accumulated whilst using the pitches safely. CCA caretaker (or other staff member if caretaker unable to carry out task) will refill or replace spent sanitise, antibacterial spray and paper towels. CCA caretaker (or other staff member if caretaker unable to carry out task) will empty bins regularly. 	<p>GM, LM TR (or SB)</p>	<p>Ongoing</p>	<p>MED</p>
<p>Staff Volunteers Hirers Trainers Coaches General public</p>	<p><u>Cleaning of equipment</u></p> <ul style="list-style-type: none"> All CCA sports/training equipment used during football, exercise & fitness sessions will need to be cleaned with antibacterial spray and paper towels before and after use by the user/trainer/coach. Sharing the items of equipment with others will be discouraged to reduce spread of germs. 	<p><u>Cleaning of equipment</u></p> <ul style="list-style-type: none"> If the contractor/hirer cannot CCA will provide hand sanitiser, disinfectant spray, and paper towels on request. CCA caretaker (or other staff member if caretaker unable to carry out task) to regularly check that all equipment has been cleaned properly and put back in its storage place or area safely. 	<p>GM, LDD TR (or SB)</p>	<p>Ongoing</p>	<p>MED</p>

	<ul style="list-style-type: none"> All items used and cleaned need to be put back into their storage place or area safely by the user/trainer/coach. 	<ul style="list-style-type: none"> CCA to replace equipment that cannot be cleaned properly and thoroughly. 			
Staff Volunteers Hirers Trainers Coaches General public	<p>Social Distancing</p> <ul style="list-style-type: none"> Social distancing signage will be displayed widely regarding the current social distancing measures people must abide by. All contractors/hirers/trainers/coaches will be informed of these measures during the booking process and will agree to following these. Before their bookings are approved. We will add floor stickers/markings external to the sports pitch entrance/exit gates to stop small groups congregating directly outside the entrance/exit of the sports pitch. All bags, coats and clothing must be placed on the ground by the fencing, with at least 2mtr distance from other people's possessions. 	<p>Social Distancing</p> <ul style="list-style-type: none"> CCA to supply and display the signage in high use areas. 	TR (or SB), GM and all users.	Ongoing	LOW
Staff Volunteers Hirers Trainers Coaches General public	<p>PPE</p> <ul style="list-style-type: none"> No PPE (facemasks/gloves/aprons) will be required whilst using the outdoor sports pitches for players within sports sessions. Except First Aiders (see above). If users want to wear face masks or gloves, they can do so. 	<p>PPE</p> <ul style="list-style-type: none"> CCA caretaker (or other staff member if caretaker unable to carry out task) will wear disposable gloves when moving equipment and/or removing rubbish from the entry/exit gates. They will dispose of used gloves in bins provided. 	GM and all users	Ongoing	LOW

Staff Check list

Caretaker will check that the booking has been made with either Playfinder, Play-5-A-Side or Castlehaven, before giving access to sports pitch.

Caretaker will prior to opening of sports pitches carry out a health & safety check & debris removed.

All social distancing signage is up and clear for users to follow.

Caretaker will set up required sanitising stations at one or both gates before booking/s.

Caretaker will check the hand sanitiser, antibacterial spray, paper towels & refill/replace if spent

Caretaker will open sports pitch main gates (pitch 1 bookings) and gate on Clarence Way end (pitch 3 bookings), when required.

Make sure that the main hirer/coach ask players to sanitise hands at sanitising stations before & after each sport session

Make sure that the main hirer/coach ask players to store their bags or coats on the sports pitch ground by a fence and away from other people's possessions.	
Make sure that the main hirer/coach to inform players that the changing rooms/toilets are currently closed and NOT to urinate or defecate in the community parks or surrounding streets – as this is an illegal offense.	
Main hirer/coach to inform players to place all plastic water bottles / drinks containers and rubbish into bins provided.	
Make sure that the main hirer/coach clean all sports equipment (inc. gate handles, padlocks, football posts) before and after use and other objects regularly touched with antibacterial spray & paper cloths and they dispose this waste in bins provided.	
Make sure that the main hirer/coach has a willing first aider, first aid kit and PPE	
Caretaker will inform the first aider (or main hirer/coach) of changing room padlock code and give them a key to shutter and door code to access the Defib Machine. To use in emergencies.	
When booking has ended Caretaker will remove and put away sanitising stations. Check sports pitch for debris, remove and lock up gates safely.	
Written in June 2020	Review in July 2020
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