

Bourne End Junior Sports Club Covid-19 Risk assessment and Management Plan

FOOTBALL SECTION (YOUTH) – Version 5 Updated 20-08-21

Assessment prepared by: Ken Murphy (Football Section Welfare Officer)

Date assessment finalised: 20/08/2021

Assessment Approved by on behalf of BEJSC Trustees: Matthew Todd

Date assessment approved: 20/08/2021

Main changes in this version: **Reflects UK Government's Road map out of lockdown - Step 4 and FA COVID-19 Step Four Guidance on Return of Grassroots Football for All v1.9 16-07-21. Almost all legal Covid-19 restrictions of social contact have been removed. However, the Government is encouraging people to act with caution. Our guidance has therefore been updated for the forthcoming 2021-22 season.**

Date of next review: **Ongoing in line with UK Government Road map out of lockdown and FA guidelines (including any learnings).**

Objective: To play competitive youth football in accordance with UK Government and FA Coronavirus ("Covid-19") pandemic guidelines and prevent its spread by identifying significant hazards and risk of someone being harmed and then to decide what control measures BEJSC must take to reduce the risk to an acceptable level.

(Covid-19 causes respiratory illness in humans, usually resulting in mild symptoms including cough and high temperature. Some individuals experience more severe symptoms and it can lead to pneumonia, breathing difficulties and in rare cases death).

What are the hazards?	Who might be harmed and how?	What action are required to control the risks?	Who needs to carry out the action?	When is the action needed by?	Completed
Catching Spreading Covid-19 /	Everyone (Home and Away teams: Players, coaches, club officials, match officials, parents/Carers, volunteers, and spectators)	<p><u>Pre-planning/preparation</u> Club Covid-19 Officer to be appointed and monitor ongoing compliance. Club's Covid-19 Officer and Football Section ("FS") Committee members to read and understand the UK Government and FA Covid-19 guidelines.</p> <p>Club needs to be affiliated to Berks & Bucks FA.</p> <p>Club to ensure that Public Liability and Personal accident and other related insurance policies are in place and have checked specifically on any changes to insurance provider's advice and guidance on competitive football, ensuring full compliance with its terms.</p> <p>Club will be responsible for clearly communicating all relevant guidance (including any updates) to coaches, players, parent/carers and volunteers. Risk assessment and related protocols are to be placed on BEJSC FS website (with links to Club registration form for 2021-22 season) and updated, as required.</p>	<p>BEJSC Trustees and FS committee members.</p> <p>Club Secretary.</p> <p>Club Secretary.</p> <p>Covid-19 Officer/ Club Secretary.</p>	<p>01/06/20</p> <p>31/07/20 & 31/07/21</p> <p>01/09/20 & 05/07/21</p> <p>25/08/20 (and ongoing)</p>	<p>Matthew Todd appointed Club Covid-19 officer 01/06/20. Guidelines read and understood.</p> <p>BEJSC B&B FA Affiliation No. X-B&B3975. Completed by Club Secretary 24/08/20 & 05/07/21.</p> <p>Updated for 2021-22 season – 15-08-21</p>

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<p>Catching Spreading Covid-19 /</p>		<p><u>Training and Match venues:</u> Apart from the Club's Sports hall (see separate guidance/risk assessment), all the BEJSC training and matchdays venues are operated by third party (i.e., Parish Council and school) organisations. As a result, the Club needs to be aware of any risk assessment and guidelines/protocols that need to be considered and incorporated in any Club protocols (where necessary) and made available to all participants, via FS website. Ensure that hygiene standards are maintained i.e., cleaning, hand sanitisers and appropriate Covid-19 signage displayed. Coordinate use of the WP Pavilion and Little Marlow Recreation ground with local cricket clubs during September 2021 and the period April to June 2022, inclusive. Our training and home match venues and facilities are shown below.</p> <p><u>Wooburn Park:</u></p> <ul style="list-style-type: none"> Football pitches and Referee's room toilet, changing rooms and equipment storge in the Pavilion. <p><u>Bourne End Recreation Ground:</u></p> <ul style="list-style-type: none"> Football pitch and access to the toilet and equipment in changing room area. <p><u>BEJSC Sports hall:</u></p> <ul style="list-style-type: none"> Sports hall, viewing balcony, downstairs lobby areas and toilets. <p><u>Little Marlow Recreation Ground:</u></p> <ul style="list-style-type: none"> Football pitch and access to Pavilion changing rooms (equipment stored in rear changing room). <p><u>Bourne End Academy Astro Turf:</u></p> <ul style="list-style-type: none"> Astro turf pitch per BEA guidelines. All Parents/Participants will be notified, prior to attending, of any specific requirements of the venue provider. <p><u>BEJSC Sports Hall (Special precautions):</u></p> <ul style="list-style-type: none"> Indoor football is now permitted and there are no restrictions on spectators attending, however, it is recommended that the practice of social distancing and wearing a mask is continued (particularly in the lobby area and on the upstairs viewing balcony) and should be respected by all involved. 	<p>Coaches/Players/ Parents/Carers & Spectators</p>	<p>Every session</p>	<p>Review ongoing.</p>

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<p>Catching Spreading Covid-19 /</p>		<ul style="list-style-type: none"> Players/Parents/Carers & Spectators should wait outside the Sports hall (far - second door) until advised to enter by the Coaches for their session. Players/Parents/Carers and Spectators are advised to use the first entrance door to leave the Sports hall. <p><u>Changing Rooms/Toilets – All venues:</u> The use of changing rooms at our venues maybe limited during the season due to cross-over of sharing with cricket clubs, the size of the changing rooms and adequate ventilation. To avoid prolonged contact in a potentially crowded space, a limit may be set on the number people allowed into the changing rooms at any given time. Users should consider wearing a mask and observe social distancing.</p> <p><u>Toilet facilities – All venues:</u> The toilets at most of our venues are located within the changing room areas, so a limit of one person using the facilities at any given time should be observed and consideration given to wearing a mask.</p> <p><u>Before start of football activities:</u> Before a player can attend any football activities, the player's parents/carers must complete the BEJSC online registration form, including giving their consent for the player to take part in the Club's football activities and confirm they understand and agree to the Club's Covid-19 measures, and their agreement to support NHS Test and Trace.</p> <p>Age group teams are allocated a pitch area/venue for training sessions and matches. Any changes to allocated pitches/time must have the prior agreement of the pitch co-ordinator. Also, coaches to advise pitch co-ordinator of any training sessions and/or matches that are cancelled.</p> <p><u>Personal Protect Equipment (Age group teams):</u> Club to provide age group team coaches with appropriate PPE i.e., anti-bacterial hand sanitiser/gel, disinfectant wipes, gloves, face masks, refuse sacks to be used to sanitise goals, equipment, facilities</p>	<p>Coaches/Players (both home and away teams for matches) and match officials.</p> <p>Coaches/Players/ Parents/Carers/ Spectators (both home and away teams) and match officials.</p> <p>Covid-19 Officer / Welfare Office/Parents/Carers of players.</p> <p>Club Pitch co-ordinator/ Coaches.</p> <p>FS Committee /Coaches.</p>	<p>Prior to the start of the 2021-22 season.</p> <p>Prior to the start of the 2021-22 season.</p> <p>Prior to a Player's first training session/ match.</p> <p>31/08/21</p> <p>Prior to re-start.</p>	<p>Review ongoing and advise of any limits (by venue).</p> <p>Review ongoing and advise of any changes to limits (by venue).</p> <p>BEJSC online registration form updated for 2021-22.</p> <p>Ongoing</p> <p>Complete and ongoing for any top-up requests.</p>

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<p>Catching Spreading Covid-19 /</p>		<p>and footballs at the end of training sessions & matches. Coaches are responsible for requesting a top-up.</p> <p><u>First Aid Bag supplies (Age Group Teams):</u></p> <p>Ensure contents of first aid bag is complete (as per recommended list) and all items are in date.</p> <p><u>Football Section Emergency Plan:</u></p> <p>Ensure Club's emergency plans for all training and match day venues are reviewed and updated (where required), and placed on the FS website.</p> <p><u>Training sessions and matches - Safeguarding:</u></p> <p>Ensure all BEJSC coaches and committee members are recorded on the FA Whole Game System and ensure that they hold an in-date FA Enhanced DBS and the necessary coaching qualifications relative to their role, in line with current FA guidelines.</p> <p>At least two adult coaches must be present at any one time. All coaches must hold an FA enhanced DBS check (and ideally an in-date FA Child Safeguarding (or FA Playmaker) certificate, as a minimum.</p> <p>A qualified first-aider must be present for all training sessions and matches and a suitably equipped first aid kit must be available.</p> <p>Apply FA (NSPCC) recommended adult 'coach to player' ratios as follows: -</p> <ul style="list-style-type: none"> • 4-8 years – one adult to every 6 players (1:6) • 9-12 years – one adult to every 8 players (1:8) • 13-18 years – one adult to every 10 players (1:10) <p><u>Training session /matches – set-up and planning:</u></p> <p><u>Coaches:</u></p> <p>When confirming matches (by Tuesday evening, latest) the Covid-19 documents (latest version) shown below should be shared with the opposition team manager/fixture contact and referee (this can be done by directing them to the BEJSC Football Section website</p>	<p>Coaches/Club equipment coordinator.</p> <p>Club Committee.</p> <p>Child Welfare officer.</p> <p>Coaches.</p> <p>Coaches/First Aider.</p> <p>Coaches.</p> <p>Coaches/Age Group Administrator</p>	<p>Prior to start of season 2021-22.</p> <p>Prior to re-start.</p> <p>Prior to start of 2021-22 season.</p> <p>Training sessions / matches.</p> <p>Training sessions/ matches.</p> <p>Training sessions /matches</p> <p>Prior to training sessions/ matches.</p>	<p>Ongoing</p> <p>Complete and will be updated for any subsequent required changes.</p> <p>Completed and ongoing.</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>

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Catching Spreading Covid-19 /		<p>http://www.bejsc-football.co.uk/covid-19/. Also, advise them the NHS Test and Trace QR code will be displayed on the entrance gates or at the entrance to all our venues and ALL visitors are encouraged to use this to log into the venue.</p> <ul style="list-style-type: none"> • BEJSC Risk Assessment • BEJSC Covid-19 Self-Screening checklist form • BEJSC Covid-19 Code of Behaviour • BEJSC NHS QR Code Test and Trace poster (for relevant venue) • BEJSC Emergency Action Plan (for relevant venue) <p>Likewise (for away matches), BEJSC Coaches should ask the opposition team contact whether there are any protocols which need to be followed, and if so, advise players, parents or carers of them prior to the match.</p> <p>Prior to the commencement of training and matches all coaches should ensure:</p> <ul style="list-style-type: none"> • Sanitize all equipment and footballs before and at the end of training session and matches, as a minimum; • Good hand hygiene practices to be followed before and after training sessions/matches by washing their hands thoroughly and applying hand sanitiser/gel and wearing gloves, where appropriate; • The number of adults accessing the equipment storage areas should be kept to a minimum and social distancing should be observed (also consider wearing a mask). No players are to enter the equipment storage areas; • Paper towels and wipes used to disinfect equipment shall be suitably disposed of using a sealed bag; • There is no longer a requirement not to share equipment, however coaches are encouraged to keep sharing to a minimum. Players should take home any kit issued to them and have it washed for the next session/match; • They have read the emergency action plan for the venue, including how to access the entrance gate/barrier key in an emergency; 			

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Catching Spreading Covid-19 /		<ul style="list-style-type: none"> Match fees be paid to match officials by cashless payment (where possible); Warm-ups/cool-downs should always observe social distancing; Coaches are encouraged to wear a mask when it is necessary to go closer to players/parents/carers – e.g., one to one coaching, minor injuries where no parent is available or when talking to parents/carers. Whilst social distancing is no longer mandatory coaches are encouraged to promote caution at all times; Team talks can take place outdoors and it is recommended that social distancing is observed; <p><u>Players:</u></p> <p>When attending training sessions and matches, players should:</p> <ul style="list-style-type: none"> Arrive changed and in their kit; Bring their own water bottle, drink, hand sanitiser, sun cream and any medication (if any), which all should be clearly labelled with their name. These should not be shared with anyone else; They should use their own hand gel upon arrival, prior to the start and at the end of a session/match; Handling of the ball when it goes out of play (and during training sessions) should be kept to the minimum and hand sanitiser is made available to be used; They should avoid touching their faces at all times, especially during and after training sessions and matches; Should avoid shouting or raising their voices when facing each other at all times; Should refrain from spitting; No chewing of gum; Substitutes and coaches are recommended to observe social distancing on the side lines; During set plays, players are encouraged to avoid unnecessarily long set-up or close marking. Goal celebrations should be limited to avoid unnecessary contact between players; 	Players (parents/carers).	Training sessions/matches	Ongoing

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Catching Spreading Covid-19 /		<p>If a player tests positive on a team there is no need for the other players to self-isolate (or a game to be postponed), unless they were in close contact, have been contacted by Test and Trace, they have developed symptoms or tested positive themselves.</p> <p><u>Travel to training sessions and matches (home and away):</u></p> <p>All participants may travel to games with no restrictions in place for domestic travel. Participants should be aware that travelling in cars is now permitted, however, this does mean that they will likely be in 'close contact' and should manage any risks linked to this. Examples of a 'close contact' are shown below.</p> <ul style="list-style-type: none"> • Face-to-face contact under one metre for any length of time – including talking to someone or being coughed on; • Being within one metre of each other for one minute or longer; • Being within two metres of each other for more than 15 minutes in total in one day; • Travelling in the same vehicle. <p><u>Travelling in a Private vehicle: -</u></p> <ul style="list-style-type: none"> • It is recommended you wear a face covering when travelling in a private vehicle with people you do not usually meet; • On your journey, open windows to let fresh air in where possible. • Wash your hands for at least 20 seconds or sanitise your hands often, and always when exiting or re-entering your vehicle. • When entering and exiting vehicle, ensure that social distance guidelines are maintained; • Avoid gathering in groups in venue car parks. <p><u>Walking or Cycling: -</u></p> <ul style="list-style-type: none"> • Local players and parents are advised to walk or cycle (Please note that you should wash your hands for at least 20 seconds or sanitise your hands before and after cycling). 	<p>All participants (incl. those from opposition & match officials).</p> <p>All participants (incl. those from opposition & match officials).</p>	<p>Prior to training sessions/ matches.</p> <p>Prior to training sessions/ matches.</p>	<p>Ongoing</p> <p>Ongoing</p>

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Catching Spreading Covid-19 /		Coaches and First aiders are to familiarise themselves with the guidance in the FA's Covid-19 First Aid document (Ver 1.6 dated 16/07/21), which can be viewed via link from http://www.bejsc-football.co.uk/covid-19/ .			

<u>Risk Assessment review version</u>	<u>Date of review</u>	<u>Review approved by:</u>	<u>Date review approved</u>
Version 2 – Return of Football 29-03-21 (FA Guidance document v1.6 24-03-21)	30/03/21	Matthew Todd	30/03/21
Version 3 – Football activity guidance – Master guidance of re-starting football (FA Guidance document 1.7 12-04-21)	12/04/21	Matthew Todd	16/04/21
Version 4 – Football activity guidance – Master guidance of re-starting football (FA Guidance document 1.8 11-05-21)	19/05/21	Matthew Todd	20/05/21
Version 5 – Football activity guidance – Master guidance of re-starting football (FA Guidance document 1.9 16-07-21)	19/08/21		20/08/21