

# HYDE UNITED COVID-19 RISK REGISTER

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Issued: 25<sup>th</sup> July 2020

Revised and Updated: 1<sup>st</sup> September 2020

# RISK REVIEW OF COVID-19 OPERATIONS

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## Purpose of the Review

This assessment has been conducted by Hyde United's Covid Officer in conjunction with club officials from both the Senior and Junior sections. The Risk assessment identifies the key hazards associated with the recovery of operations and specifically the procedures and practices in place to support safe operations while the covid-19 virus is present in society and government measures are in place.

The assessment has reviewed the guidance material that has been published by UK Government and The FA, and its application across our football operation including training, friendly matches (behind closed doors) and competitive matches. Given the unprecedented nature of this pandemic and the requirement to adopt new procedures and practices there is a lack of historical numeric data to support this risk assessment. A mix of both qualitative (subjective) and quantitative (objective) assessment has been therefore undertaken.

Note: 'Matches' in this document have been risk assessed from a 'home venue' perspective. For Hyde United away matches, the club will use the travel assessment as per this document, but will use the away venue's risk assessment for away procedures.

## Objectives

The objective of this review is to risk assess the club processes and procedures in place to allow football activities to ensure:

- There are adequate mitigating controls in place to provide a Covid-19 Safe environment to perform football activities.
- There are appropriate measures in place to prevent further spread of Covid-19 throughout the community
- Any key areas of risk that require attention in order to fulfil the above objectives are identified and acted upon.

This assessment shall be subject to review to ensure that the level of risk exposure does not become unacceptable and that risks are as low as reasonably practicable (ALARP).

# RISK REVIEW OF COVID-19 OPERATIONS

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## Considerations

The club regard the safety, security and wellbeing as being a priority when considering the changes to its operating procedures. Therefore, as part of the review, the club and the risk assessor have considered the impacts to the safety, security and wellbeing of:

- Hyde United senior and junior footballers
- Supporters, parents and non-playing staff of Hyde United Football Club
- Visiting supporters, staff and matchday officials
- The neighbouring community

## Risk Assessment

The risk assessment was performed by:

Simon Moore IRMcert – Covid Officer and Risk Management Professional

With input from:

- Tony Spencer – Hyde United Football Club Director, Club Secretary
- Angela Harley – Hyde United Juniors Club Secretary
- Martin Coyne – Hyde United Football Club Director, Juniors Chairman and First Team coaching staff
- Mark Tonge - Hyde United Football Club Director
- Dan Bradley - Hyde United Football Club Director

# HYDE UNITED COVID-19 RISK REGISTERS

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# Covid-19 Risk Register - General

Who may be affected	Risk	Gross Risk Score (IxL)	Mitigating Control Strategy	Additional Control measures required	To be actioned by (Completion due date)	Net Risk Score (IxL)
The wider community	<p><b>Considerations before arriving at the ground</b></p> <p>Anyone attending the stadium has symptoms of covid-19 before getting to the ground has the potential to infect multiple people outside of the ground.</p>	15 5x3	<ul style="list-style-type: none"> <li>- The club remind people that anyone who meets one of the following criteria must follow the Governments guidance on Self Isolation:                             <ul style="list-style-type: none"> <li>o Has a high temperature, loss / change in taste or smell or a new persistent cough?</li> <li>o Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition.</li> <li>o Is living with someone in self-isolation or a vulnerable person.</li> </ul> </li> <li>- The guidance on self-isolation found via the Government website.</li> </ul>			5 5x1 ALARP
Players, coaches, staff, parents (juniors) and supporters	<p><b>Somebody showing Symptoms at the ground</b></p> <p>Anyone attending the stadium has symptoms of covid-19 once entering the ground has the potential to infect multiple people within the ground.</p>	15 5x3	<ul style="list-style-type: none"> <li>- Return home immediately</li> <li>- Avoid touching anything</li> <li>- Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.</li> <li>- They must then follow the guidance on self-isolation and not return to the ground until their period of self-isolation has been completed.</li> <li>- Individual will be advised to seek advice from NHS 111 and potentially have a test for Covid-19</li> </ul>	<ul style="list-style-type: none"> <li>- If the individual tests positive for Covid-19, the club will pass on details to track and trace officials</li> <li>- Evidence of positive tests to be provided to the Northern Premier League (NPL) if the club cannot fulfil fixture</li> </ul>	<p>Angela Harley for Junior teams</p> <p>Tony Spencer for Senior team</p> <p>(Date: Within 2 working days of receipt of request)</p>	5 5x1 ALARP
Players, coaches and staff	<p><b>Familiarisation with the latest guidance</b></p> <p>A lack of awareness could result in essential guidelines not being adhered to</p>	5 5x1	<ul style="list-style-type: none"> <li>- Where possible, the latest government campaign posters will be displayed.</li> <li>- Coaches will keep up to date with the latest Government guidance and information.</li> <li>- We will continually adopt and review new government / WHO guidance as and when it is available.</li> </ul>			5 5x1 ALARP

# Covid-19 Risk Register - Travel

Who may be affected	Risk	Gross Risk Score (IxL)	Mitigating Control Strategy	Additional Control measures required	To be actioned by (Completion due date)	Net Risk Score (IxL)
Players, coaches, staff and parents (juniors)	<p><b>Travelling to and from training</b></p> <p>Anyone attending the stadium has the potential to spread covid-19 on their journey to the ground for training</p>	10 5x2	<ul style="list-style-type: none"> <li>- Where possible all footballers should travel to site alone using their own transport.</li> <li>- Footballers are encouraged to not use public transport to arrive at training however if they have no choice, Government guidance should always be followed.</li> <li>- If Footballers have no option but to share transport:               <ul style="list-style-type: none"> <li>o Journeys should be shared with the same individuals and with the minimum number of people at any one time – these individuals should remain in the same training group throughout the session</li> <li>o Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission</li> <li>o The vehicle should be cleaned regularly using gloves and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces</li> </ul> </li> <li>- Hand cleaning facilities should be provided upon arrival and leaving the session.</li> </ul>			5 5x1 ALARP
Players, coaches, staff and parents (juniors)	<p><b>Travelling to and from away matches</b></p> <p>Anyone attending the stadium has the potential to spread covid-19 on their journey to any ground for friendly matches. Some away ground for the senior team may require travelling a considerable distance</p>	15 5x3	<p>As per control strategy above, plus</p> <ul style="list-style-type: none"> <li>- Any restrictions imposed on the designated car park should always be adhered to.</li> </ul> <p>If the club believes it would be in the best interest of the players to arrange players transport for away games:</p> <ul style="list-style-type: none"> <li>- The coach provider to demonstrate the transport will be Covid secure</li> <li>- Players/officials to wear face coverings</li> <li>- Adhere to social distancing measures</li> </ul>			5 5x1 ALARP

# Covid-19 Risk Register – Access to the Ground

Who may be affected	Risk	Gross Risk Score (IxL)	Mitigating Control Strategy	Additional Control measures required	To be actioned by (Completion due date)	Net Risk Score (IxL)
Players, coaches, staff and parents (juniors)	<p><b>Gaining access to the ground for training</b></p> <p>Anyone attending the stadium has the potential to spread covid-19 when entering the ground for training</p>	<p><b>15</b> 5x3</p>	<ul style="list-style-type: none"> <li>- The changing rooms and indoor areas of the sports ground will remain strictly closed for training with access only being allowed to the outdoor areas of the ground.</li> <li>- All gates, access points leading to the training area will remain open where possible, minimising the touch points. Should there be any common touch points, these will be regularly cleaned.</li> <li>- A one way system is place.</li> <li>- Separate entrance and exit</li> <li>- Signage to direct the flow of people to assist social distancing</li> <li>- Ground markings to remind people of social distancing</li> <li>- Depending on the number of sessions, consideration will be given to staggering the start times.</li> <li>- Should sessions run back-to-back, there will be a suitable gap between sessions to ensure that the equipment can be disinfected.</li> <li>- Hand sanitiser given to footballers and children upon arrival to site.</li> </ul>			<p><b>5</b> 5x1 ALARP</p>

# Covid-19 Risk Register – Training Sessions

Who may be affected	Risk	Gross Risk Score (IxL)	Mitigating Control Strategy	Additional Control measures required	To be actioned by (Completion due date)	Net Risk Score (IxL)
Players and coaches	<p><b>Considerations for senior training sessions</b></p> <p>Players partaking in football training sessions with contact have the potential to spread covid-19 during activities</p>	<p><b>15</b> 5x3</p>	<ul style="list-style-type: none"> <li>- Equipment to be cleaned before, during and after the session by the coaching staff, equipment includes balls, cones, goalposts etc.</li> <li>- Bibs given to an individual during the session are not transferable, and are to be washed between sessions.</li> <li>- Sharing of equipment is limited where possible. Where it is not possible, individuals that share equipment, including balls, must thoroughly cleanse their hand using alcohol-based hand gel. However, the sharing of bibs / gloves (and other equipment that would be worn) is not permitted.</li> <li>- Equipment is handled as little as possible by as few people as possible</li> <li>- Each participant should bring to training their own water bottles.</li> <li>- Each training session or football activity is planned to ensure that the Government and FA guidance is maintained</li> <li>- Competitive training in groups of no more than 30 (including coaches). All session activities follow the latest FA guidance.</li> <li>- Social distancing between players will be increased during heavy exertion.</li> </ul>			<p><b>5</b> 5x1 ALARP</p>



# Covid-19 Risk Register – Training Sessions - continued

Who may be affected	Risk	Gross Risk Score (IxL)	Mitigating Control Strategy	Additional Control measures required	To be actioned by (Completion due date)	Net Risk Score (IxL)
Players, coaches and parents (juniors)	<p><b>Considerations for Junior training sessions</b></p> <p>Players partaking in football training sessions with contact have the potential to spread covid-19 during activities</p>	<p><b>10</b> 5x2</p>	<ul style="list-style-type: none"> <li>- Equipment to be cleaned before, during and after the session by the coaching staff, equipment includes balls, cones, goalposts etc.</li> <li>- Bibs given to an individual during the session are not transferable, and are to be washed between sessions.</li> <li>- Sharing of equipment is limited where possible. Where it is not possible, individuals that share equipment, including balls, must thoroughly cleanse their hand using alcohol-based hand gel. However, the sharing of bibs / gloves (and other equipment that would be worn) is not permitted.</li> <li>- Equipment is handled as little as possible by as few people as possible</li> <li>- Each participant brings to training their own water bottles, and (if required) sun cream and medication clearly labelled with their name.</li> <li>- Each training session or football activity is planned to ensure that the Government and FA guidance is maintained</li> <li>- Competitive training in groups of no more than 30 (including coaches). All session activities follow the latest FA guidance.</li> <li>- Social distancing between players will be increased during heavy exertion.</li> <li>- Cones put in place to ensure that social distancing is maintained.</li> <li>- Any sessions that run back-to-back will have suitable time in between ready for the coaches to clean and disinfect equipment.</li> </ul>			<p><b>5</b> 5x1 ALARP</p>

# Covid-19 Risk Register – First Aid

Who may be affected	Risk	Gross Risk Score (I x L)	Mitigating Control Strategy	Additional Control measures required	To be actioned by (Completion due date)	Net Risk Score (I x L)
Players and coaches	<p><b>Administering first aid for senior players</b></p> <p>Administering first aid has the potential to spread covid-19 between the player and the first aider</p>	15 5x3	<p><i>Please note: Covid procedures have been incorporated into the Hyde United F.C. Medical Emergency Action Plan 2020/21 (Available on request)</i></p> <ul style="list-style-type: none"> <li>- First aid equipment kept in sterile conditions within the first aid room, which is sanitised routinely</li> <li>- Additional PPE for all first aiders, this should include face mask, eye protection and latex gloves. Gloves and masks should be disposed of after use and eye protection cleaned.</li> <li>- Limit access to first aid facilities to only trained first aid personnel and / or appointed person(s)</li> <li>- First aiders must wash hands before and after using the first aid facilities or applying first aid</li> <li>- Consideration is given to potential delays in emergency services response, due to the current pressure on resources</li> </ul>			5 5x1 ALARP
Players, coaches and parents (juniors)	<p><b>Administering first aid for junior players</b></p> <p>Administering first aid has the potential to spread covid-19 between the player and the first aider</p>	15 5x3	<ul style="list-style-type: none"> <li>- Additional PPE for all first aiders, this should include face mask and latex gloves. Gloves and masks should be disposed of after use.</li> <li>- Intervention by a coach/first aider must only happen in the case of a serious injury.</li> <li>- Minor injuries should be treated by the child's parent/guardian.</li> </ul>			5 5x1 ALARP
Officials and supporters	<p><b>Administering first aid for officials and supporters players</b></p> <p>Administering first aid has the potential to spread covid-19 between the player and the first aider</p>	15 5x3	<ul style="list-style-type: none"> <li>- First aid equipment kept in sterile conditions within the first aid room, which is sanitised routinely</li> <li>- First aiders limited to avoid potential close contact</li> <li>- Additional PPE for all first aiders, this should include face mask and latex gloves. Gloves and masks should be disposed of after use.</li> <li>- Intervention by a first aider must only happen in the case of a serious injury.</li> <li>- Minor injuries should be self treated where possible.</li> </ul>			5 5x1 ALARP

# Covid-19 Risk Register – Competitive Games

Who may be affected	Risk	Gross Risk Score (IxL)	Mitigating Control Strategy	Additional Control measures required	To be actioned by (Completion due date)	Net Risk Score (IxL)
Players, officials, coaches, staff and supporters	<p><b>Considerations for friendlies, competitive league and cup matches</b></p> <p>Players partaking in competitive league and cup matches inherently have an increased risk of contracting/spreading covid-19</p>	<p><b>15</b> 5x3</p>	<p><i>This section is to be used in conjunction with the risks documented in the General, Travel, Access and First Aid sections</i></p> <ul style="list-style-type: none"> <li>- Where possible, players, coaches and match officials should arrive changed and shower at home. Use of changing and shower facilities must follow government advice, current guidance is to restrict changing rooms to 11 players for changing only</li> <li>- Match officials have access to changing facilities</li> <li>- Teams and officials to enter the playing area at separate times as not to be in the tunnel at the same time</li> <li>- Equipment to be cleaned before, during and after the session by the coaching staff, equipment includes balls, goalposts etc.</li> <li>- Players must thoroughly cleanse their hands using alcohol-based hand gel.</li> <li>- Equipment is handled as little as possible by as few people as possible</li> <li>- Disinfected balls will be introduced when a ball goes out of the playing area</li> <li>- Each participant should bring their own water bottles.</li> <li>- Players must maintain social distancing measures before kick off, during half time and at the end of play</li> <li>- Goal celebrations should be avoided</li> <li>- Substitutes and club officials must maintain social distancing measures during the match, additional socially distant seating arrangements will be in place for substitutes and coaches</li> <li>- Balls that leave the playing area and are returned by supporters will be kicked to the Hyde United Kit Man to be disinfected before being returned into play</li> </ul>			<p><b>5</b> 5x1 ALARP</p>

# Covid-19 Risk Register – Competitive Games.... Cont.

Who may be affected	Risk	Gross Risk Score (IxL)	Mitigating Control Strategy	Additional Control measures required	To be actioned by (Completion due date)	Net Risk Score (IxL)
Staff and supporters	<p><b>Considerations for supporters using facilities for friendlies, competitive league and cup matches</b></p> <p>Supporters and staff will interact on matchdays, increasing the risk contracting/spreading covid-19</p>	20 5x4	<p><i>This section is to be used in conjunction with the risks documented in the General, Travel and First Aid sections</i></p> <p><b>General –</b></p> <ul style="list-style-type: none"> <li>- Capacity set at 600 as per NLS instruction</li> </ul> <p><b>Car Parking -</b></p> <ul style="list-style-type: none"> <li>- Potential reduction for supporters parking if players are traveling independently.</li> <li>- Use of Hyde Swimming Pool car park as contingency</li> </ul> <p><b>Turnstiles -</b></p> <ul style="list-style-type: none"> <li>- Social distance markings on the floor to maintain social distancing</li> <li>- Perspex screens added to the manned turnstiles</li> <li>- Hand sanitisers for all supporters once through the turnstiles</li> <li>- PPE given to turnstile operators</li> <li>- Online advance ticketing to encourage cashless sales</li> <li>- Away fans to have a set allocation</li> </ul> <p><b>Main concourse -</b></p> <ul style="list-style-type: none"> <li>- Personnel in place to avoid supporters congregating by the turnstiles</li> <li>- Adjustments will be provided for disabled customers.</li> </ul> <p><b>Main stand -</b></p> <ul style="list-style-type: none"> <li>- Supporters reminded to keep to social distancing guidelines, by sitting 2m from supporters (from other households) if not wearing a face covering, or 1m plus with a face covering.</li> </ul> <p><b>Shed, Walker lane, Leigh Street and Tinkers Passage Terraces -</b></p> <ul style="list-style-type: none"> <li>- Supporters reminded to keep to social distancing guidelines, by standing 2m from supporters (from other households) if not wearing a face covering, or 1m plus with a face covering.</li> </ul> <p><b>Tigers Tea bar and Big Al's Tea Bar-</b></p> <ul style="list-style-type: none"> <li>- Social distance markings on the floor to maintain social distancing</li> <li>- Perspex screens added to the serving area</li> <li>- Only two members off staff inside at any one time</li> <li>- PPE given to tea bar staff</li> <li>- Card and contactless payments to limit handling cash</li> </ul> <p><b>Club Shop -</b></p> <ul style="list-style-type: none"> <li>- Only three people allowed inside at any one time</li> <li>- PPE given to Club shop staff</li> <li>- Card and contactless payments to limit handling cash</li> <li>- Advanced orders online</li> <li>- Collection point (shop window) for online orders (club shop and bar)</li> </ul>	<p><b>Additional staff or Supervision to be in place to ensure compliance in social distancing near busy areas – such as queuing areas.</b></p>	Tony Spencer (19 <sup>th</sup> September 2020)	10 5x2

# Covid-19 Risk Register – Competitive Games.... Cont.

Who may be affected	Risk	Gross Risk Score (IxL)	Mitigating Control Strategy	Additional Control measures required	To be actioned by (Completion due date)	Net Risk Score (IxL)
Staff and supporters	<p><b>Considerations for supporters using facilities for friendlies, competitive league and cup matches... Cont.</b></p> <p>Supporters and staff will interact on matchdays, increasing the risk contracting/spreading covid-19</p>	20 5x4	<p><i>This section is to be used in conjunction with the risks documented in the General, Travel and First Aid sections</i></p> <p><b>Toilets -</b></p> <ul style="list-style-type: none"> <li>- Toilets to be checked regularly.</li> <li>- Surfaces to be sanitised regularly</li> </ul> <p><b>Social Club -</b></p> <ul style="list-style-type: none"> <li>- Capacity will be lowered to ensure it is possible to safely seat a number of people within the venue and keep social distancing guidelines (2m, or 1m plus where 2m is not possible).</li> <li>- Indoor and outdoor seating arrangements will be reconfigured to maintain social distancing guidelines between customers of different households or support bubbles.</li> <li>- Adjustments will be provided for disabled customers.</li> <li>- Guidance provided on social distancing and hygiene to customers on arrival with signage.</li> <li>- Entry of customers to the social club is managed to ensure indoor customers are seated with appropriate distancing have appropriate seating or standing room to avoid congestion.</li> <li>- Customer details taken on entrance for track and trace</li> <li>- Social distancing markings, safe queueing for toilets and card payment machines will be used.</li> <li>- Online ordering and express collection points available.</li> <li>- Toilets to be checked and surfaces sanitised regularly</li> <li>- Reduced capacity for toilets (3 in male and two in ladies)</li> <li>- Customers will be encouraged to use hand sanitiser or handwashing facilities as they enter the venue.</li> <li>- Customers that are accompanied by children will be reminded that they are responsible for supervising them at all times and should follow social distancing guidelines.</li> <li>- In the event of adverse weather conditions, plans will be in place to maintain social distancing guidelines, customers will be informed that they can't seek shelter indoors unless social distancing can be maintained. Supporters will be encouraged to take their drinks on to the stands .</li> <li>- Tables and chairs should have easy wipe surfaces / coverings where practical to do so and thoroughly cleaned with anti-viral cleaners following each sitting.</li> <li>- Physical screens have been added to the bar where 2m is not possible.</li> <li>- Staff provided with appropriate PPE as advised by the government.</li> </ul>			10 5x2 ALARP

# Covid-19 Risk Register – Guidance Notes



## Assessment

The risk assessment has been conducted using a 5x5 matrix for impact and likelihood.

IMPACT	Minimal 1	Minor 2	Moderate 3	Major 4	Critical 5
Health & Safety (H&S)	A near miss or small H&S incident managed immediately with no consequences.	A minor H&S incident managed with negligible consequences such as first aid treatment.	H&S incident resulting in RIDDOR Serious or Reportable lost time injuries.	Major H&S incident which results in major injury leading to permanent disability or permanent ill health.	H&S incident which results in loss of life or multiple major injuries.

LIKELIHOOD	Improbable 1	Remote 2	Possible 3	Probable 4	Highly Probable 5
Descriptive scale	Event may occur in exceptional circumstances	Event could occur at some time	Event should occur at some time	Event will probably occur in most circumstances	Event is expected to occur in most circumstances
Probability of occurrence	1% to 10%	11% to 25%	26% to 50%	51% to 75%	76% to 99%

**RISK MATRIX**

IMPACT	Critical 5	5	10	15	20	25
	Major 4	4	8	12	16	20
	Moderate 3	3	6	9	12	15
	Minor 2	2	4	6	8	10
	Minimal 1	1	2	3	4	5
		Improbable 1	Remote 2	Possible 3	Probable 4	Highly Probable 5
		<b>LIKELIHOOD</b>				

Risk Score	Actions Required
<b>1-4 LOW</b>	Continue with existing control, however monitor for changes. Implement any additional control measures required, within the timescales given in the risk assessment.
<b>5-9 MEDIUM</b>	Requires attention to reduce the rating. If risk classed as ALARP, regular ongoing monitoring and modify if possible. Implement any additional control measures required, within the timescales given in the risk assessment.
<b>10-15 HIGH</b>	Requires immediate attention to bring the risk down to an acceptable level. Implement the control measures required, within the timescales given in the risk assessment and continue to review working practices to reduce the probability of an accident to the lowest possible level.
<b>16-25 VERY HIGH</b>	Stop immediately – the risk is too high. Take immediate action to reduce the risk to the lowest level possible.

# Covid-19 Risk Register – Sign Off



## Assessment Sign Off

<b>Date:</b>	1st August 2020		
<b>Assessors Name:</b>	Simon Moore IRMCert	<b>Review Date:</b>	Ongoing (as per government guidance updates)
<b>Description of assessment</b>	Coronavirus (COVID-19) – Pitch, stands, changing rooms, social club catering facilities to ensure they are 'COVID secure'		
<b>Location Details</b>	Hyde United Football Club, Ewan Fields		

### Additional comments:

1. This risk assessment needs to be discussed with employees to ensure that they are fully aware of all control measures
2. The risk assessment is to be reviewed on an ongoing basis as per government guidance
3. This risk assessment must be approved by a club director for before being issued as a live document

## Version Sign Off

<b>Assessor Name:</b>	Simon Moore IRMCert	<b>Signature:</b>	Digitally signed by way of email	<b>Date:</b>	1st September 2020
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<b>Accepted on behalf of the club</b>	<b>Name:</b>	Tony Spencer	<b>Signature:</b>	Digitally Signed
<b>Position:</b>	Director/Secretary		<b>Date:</b>	3rd September 2020