

Surbiton HC Risk assessment for return to phased hockey activity during Covid-19 pandemic

- 18 May 2020
- Updated 1/6/20
- Updated 8 August 2020
- Updated 4 September

Risk Assessed: Phased return to activity during Covid-19			Approved by: SHC Board Written by: Liselle Carey		Date: 18 May 2020 1st update: 1 June 2020 2nd update: 8 August 2020	
What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Action by WHOM?	Action by WHEN?	Completed
Spread of Covid-19 coronavirus	Members, players, coaches, staff, visitors. Anyone who may come into physical contact with club facilities / remote facilities or staff (eg delivery workers)	<u>Limit numbers and access to club. (Phase 1 from 18 May 2020)</u>	Procedures in place and communicated to users. Only 1:1 coaching sessions. Bookable separate pitch time for members of same household. Clubhouse out of bounds to members. Limited clubhouse access for coaches - only use disabled toilet	SHC Board approval Communications Team Club Manager Club administrator Colts Administrator Head Coach	Immediate	18 May 2020 (ongoing - until government guidance changes).

		<p><u>Limit numbers and access to the Club (Phase 2) from 1 June 2020</u></p>	<p>See policy documents below:</p> <ul style="list-style-type: none"> - Guidance for Members 1:1 Coaching - Guidance to Members for use of pitch during lockdown. - Guidance to coaches. - Coaches agreement for Coaching during lockdown <p>See updated policy documents</p> <ul style="list-style-type: none"> - Continue with 1:1 Coaching <p>Move to small group coaching - 1 coach : 5 players (7 June 2020)</p> <p>Introduce bookable 1:1 and small group sessions to non-members.</p> <p>Bookable zones for Members use (up to 6 players from different households).</p> <p>Communicate new procedures and guidelines.</p> <ul style="list-style-type: none"> - Guidance for small group 	Coaches		<p>1 June 2020 - ongoing / until guidance changes</p> <p>W/C 1 June 2020</p>
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		<p><u>Limit numbers and access to Club (EH Stage 4) from 8 August 2020</u></p> <ul style="list-style-type: none"> - Return to competitive play - training and matches - No league or other competitions 	<p>coaching sessions</p> <p>Communicate new procedures and guidelines</p> <ul style="list-style-type: none"> - Stage 4 Guidance - EH Guidance for Participants - EH Guidance for Coaches - EH Guidance for Facilities <p>Ensure all participants sign Participation Agreement</p> <p>Introduction of one way systems (Clubhouse and grounds)</p> <ul style="list-style-type: none"> - Communicated to members / visitors via website, newsletter and email - Signage and maps <p>Communicate rules on group sizes on and off pitch.</p> <p>Follow govt advice on travel to and from matches</p> <p>Colts training sessions</p> <ul style="list-style-type: none"> - Group organisation and allocation prior to attendance - communicate control mechanisms to 	<p>SHC Board Coaches Communications Team Admin staff Clubhouse Manager Covid Officer</p>	<p>w/c 10 August 2020</p>	<p>10 August - ongoing / until guidance changes</p>
		<p><u>Control numbers and manage access and egress EH Stage 5</u></p> <ul style="list-style-type: none"> - Leagues and competitions resume - Travel distances increased for matches 				

			<ul style="list-style-type: none"> - parents - Coaches allocated to groups who guide players onto and off pitches. - Coaches lead players to exit point for parent pick up. 			
Spread of Covid-19 coronavirus	<p>Members, players, coaches, staff, visitors.</p> <p>Anyone who may come into physical contact with club facilities and or remote facilities</p>	<u>Install rigorous track and trace procedures</u>	<ul style="list-style-type: none"> - All club users to register their details at point of entry to SHC and remote facilities using Teamo QR code - Daily attendance registers to be kept for all sessions - Ensure data storage meets GDPR requirements. 	Covid Officer Coaches Admin staff	w/c 10 August	10 August - ongoing / until guidance changes
Spread of Covid-19 coronavirus	<p>Members, players, coaches, staff, visitors.</p> <p>Anyone who may come into physical contact with club facilities / remote facilities or staff (eg delivery workers)</p>	<u>Appoint Covid Officer</u>	<p>Responsible for ensuring guidance is adhered to and communicated.</p> <p>Contact details available to all club members, visitors, England Hockey via Club Portal.</p>	SHC Board	w/c 10 August 2020	10 August - ongoing / until guidance changes

<p>Spread of Covid-19 coronavirus</p>	<p>Members, players, coaches, staff, visitors.</p> <p>Anyone who may come into physical contact with club facilities / remote facilities or staff (eg delivery workers)</p>	<p><u>Need for Self Assessment measures prior to activity at club or remote pitches</u></p> <p><u>Anybody displaying symptoms or who is quarantining should not attend.</u></p>	<p>Communicated to all players, coaches, officials, members, non-members and visitors.</p> <p>Posters, email, newsletters, website</p> <p>All entrants to club must provide evidence of their self-assessment by scanning QR code at entry.</p> <p>Coaches must verbally clarify this at the start of the session.</p>	<p>Covid Officer / committee</p> <p>Coaches</p> <p>Admin staff</p>	<p>w/c 10 August 2020</p>	<p>10 August - ongoing / until guidance changes</p>
<p>Spread of Covid-19 coronavirus</p>	<p>Members, players, coaches, staff, visitors.</p> <p>Anyone who may come into physical contact with club facilities / remote facilities or staff (eg delivery workers)</p>	<p><u>Strict hygiene measures in place.</u></p> <p>Frequent hand washing / use of hand gel where soap and water not available. No sharing of equipment.</p> <p>1:1 Coaching - only coaches to handle balls and equipment such as cones.</p> <p>Phase 2: from 1 June 2020 - Small Group sessions - only coaches to handle balls and equipment.</p> <p>Members booking pitch time</p>	<p>Members / coaches encouraged to bring their own hand sanitisers.</p> <p>Spray sanitisers, wipes and hand gel available for members, visitors and coaches in any event.</p> <p>Posters explaining guidance displayed.</p> <p>Club balls sanitised in bleach solution between sessions. New / 'fresh - sanitised balls' used for each session.</p> <p>Members only touch club balls with sticks.</p>	<p>Communications team.</p> <p>Club Manager</p> <p>Head coach / Coaches</p>	<p>Immediate</p>	<p>18 May 2020 Ongoing (until Government guidelines change)</p>

		<p>to use their own balls. (only members of same household can hire pitch Or 1 player can play with 1 other player from different household following social distancing guidelines.</p> <p>Phase 2: (from 1 June 2020) - groups using free play zones should not share equipment.</p> <p>Stage 4: (from 10 August 2020) - Groups of 30 on pitch - Maintain socially distanced groups of 6 off pitch</p> <p>Continue enhanced cleaning of facilities.</p>	<p>Members advised not to share balls; to clean and wipe all equipment down before and after sessions.</p> <p>Members to label their own balls.</p> <p>Posters explaining guidance displayed.</p> <p>Nominate 1 player in a group to use their own named balls. Other players only use sticks to touch balls.</p> <p>Coaches should ensure that all equipment - balls, cones, goal posts are sanitised after sessions.</p>		w/c 1 June 2020	
Spread of Covid-19 coronavirus	<p>Members, players, coaches, staff, visitors.</p> <p>Anyone who may come into physical contact with club facilities / remote facilities or staff (eg delivery workers)</p>	<u>Current Government Social distancing measures followed and implemented</u>	<p>Areas on pitch marked out with tape, nets and barriers.</p> <p>Use of benches / dugouts prohibited.</p> <p>Posters explaining guidance displayed.</p>	<p>Head Coach Other coaching staff</p> <p>Grounds staff</p> <p>Club Manager</p> <p>Covid Officer</p>	Immediate	18 May 2020 Ongoing (until government guidelines change)

		<p><u>From 10 August move to Stage 4 /5</u></p>	<p>Benches / dug outs can be used as long as 2m social distance is adhered to.</p> <p>Max 30 incl coaches in each discrete group while on pitch.</p> <p>Maintain group size of 6 outside pitch and in clubhouse. No group goal celebrations, handshakes etc.</p> <p>Reduce pre and post match meet-times.</p> <p>Avoid use of changing rooms and showers where possible.</p> <p>One way systems implemented to be used in busy times.</p>		<p>w/c 10 August 2020</p> <p>From 6 September 2020</p>	<p>10 Aug 2020 Ongoing or until guidance changes</p> <p>Ongoing / until guidance changes</p>
<p>Spread of Covid-19 coronavirus</p>	<p>Members, players, coaches, staff, visitors.</p> <p>Anyone who may come into physical contact with club facilities / remote facilities or staff (eg</p>	<p><u>Cleaning and hygiene controls.</u></p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as</p>	<p>Advice on handwashing / use of hand sanitiser communicated - website, newsletter, email, posters. Spray sanitisers and wipes available for members, coaches and visitors in any event.</p>	<p>Club manager</p> <p>Coaches / Club manager</p>	<p>During before and after sessions - ongoing.</p>	<p>18 May 2020 Ongoing (until government guidelines change)</p>

	<p>delivery workers)</p>	<p>door handles, light switches, reception area using appropriate cleaning products and methods.</p> <p>All equipment incl balls / cones cleaned and disinfected.</p> <p>1:1 Coaching and Group sessions - only coaches to handle balls and equipment such as cones.</p> <p>Members booking pitch time to use their own balls. (only members of same household can use pitch Or 1 player can play with 1 other player from different household following social distancing guidelines.</p> <p>Phase 2: from 1 June 2020 Members free play up to 6 players from different households - advised not to share equipment.</p> <p>Use of PPE - risk to players and staff of contracting CV-19 considered low due to outdoor environment. No</p>	<p>Keep record of daily cleaning</p> <p>Balls, cones (and other equipment disinfected in bleach solution before, between and after sessions. Club balls sanitised in bleach solution between sessions. New / 'fresh - sanitised balls" used for each session.</p> <p>Members only touch club balls with sticks. Members advised not to share balls; to clean and wipe all equipment down before and after sessions.</p> <p>Members to label their own balls.</p> <p>Nominate 1 player to use own labelled balls. Other players should only touch each other's balls with their stick.</p>	<p>Coaches</p>		
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		requirement for PPE in this setting				
Spread of Covid-19 coronavirus	Members, players, coaches, staff, visitors. Anyone who may come into physical contact with club facilities / remote facilities or staff (eg delivery workers)	<u>Cleaning and hygiene</u> Phase 4: From 10 August 2020 Use of PPE for staff cleaning toilets and facilities - risk is moderate when cleaning indoor facilities Enhanced cleaning regime Visible cleaning charts	Discourage sharing of equipment encourage use of own stick, face masks, bibs and GK equipment. Provide masks, gloves and plastic aprons if requested. Encourage frequent hand washing / sanitizing. Use normal cleaning products and dispose of waste securely.	Cleaning staff Bar / Club manager	w/c 10 Aug 2020	10 Aug 2020 Ongoing / until guidance changes
Spread of Covid-19 coronavirus	Vulnerable groups - the elderly; pregnant workers / members; those with underlying health problems considered to be "at risk". BAME community	Discourage use of Club and facilities. Manage use of Club and facilities (update 4 Sep 2020)	Communication - via newsletter, email, website. Monitor and control numbers. One way systems in place. Assign Covid Lead to busy match days and training sessions.	SHC Board Communications team Covid Officer / Covid Leads	Immediate (until government guidance changes) 10 August 2020	18 May 2020 Ongoing (until government guidelines change) Ongoing from 10 aug or until guidance

		Communicate risks in line with current evidence based research and ensure members are aware of measures the club has put in place to mitigate risks				changes.
Risk to health and safety and safeguarding	Members, players, coaches, staff,	Adherence to current and updated Health and Safety and Safeguarding policies. Ensure First Aid is accessible. Educate current First Aid guidance to First Aiders, coaches, managers	SHC Guidelines here Awareness of individual's potential anxiety to return to play after lock down by educating and provide appropriate support Communicate St John Ambulance best practice here	Health and Safety Safeguarding Officer Coaches Managers Membership Manager Covid Officer.	Immediate	Ongoing
Covid Risk to staff - coaches and participants in Schools	Coaching staff in outreach schools. Participants in schools and to those attending sessions at SHC	Communicate policies with coaches and schools. Adherence to SHC guidance in school and club setting Ensure coaches are familiar with policy at individual schools.	Risk Assessment reflects policy. School coaches instructed by SHC Schools Co-ordinator on risk, policy. Ensure coaches are adhering to EH Advice to Schools	Covid Officer Coaching Leads Coaching Staff Safeguarding Officer	Immediate-4 Sep 2020	4 September 2020 - Ongoing -

Health and Safety and Safeguarding		Adherence to hygiene and social distancing requirements. Adherence to SHC Policy. Coaches DBS requirements up to date	Share policies and risk assessment with schools. Communicate with schools and share SHC guidance. Ensure schools policies See SHC Policies and Guidelines			
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