

# Covid-19 Risk Assessment – theFDC@OpenAcademy

## Introduction

These Risk Assessments have been drawn up in accordance with the *Management of Health and Safety at Work Regulations 1999* to identify the significant hazards presented during the Covid-19 outbreak and to describe how the risks will be controlled.

This document is an over-arching accompaniment to the activity specific risk assessments in place for usual working practices. It is based on guidance from the Government and Health & Safety Executive, with the main focus on maintaining social distancing.

The process of risk assessment is on-going, with dynamic assessments being conducted by competent staff. It is possible that the assessments in this document may be amended or augmented as new risks are identified or more refined control systems developed.

This risk assessment does not include measures for those who are 'vulnerable' or 'shielding'.

## Risk Rating

Each assessment identifies two risk ratings; the initial risk which assesses the hazard without any design, engineering or management controls in place.

The residual rating gives an indication of the resulting level of danger once all the controls identified have been implemented. This is aligned to the FA's Risk Assessment Process and details how Govt. guidance will be implemented.

The risk rating has been drawn from the following table:

<b>Likelihood (L)</b>	<b>1</b> – Very Unlikely	<b>2</b> - Unlikely	<b>3</b> – May Occur	<b>4</b> - Likely	<b>5</b> – Very Likely	<b>6</b> – Will Occur
<b>Severity (S)</b>	<b>1</b> – Very Minor Injury	<b>2</b> – Minor Injury	<b>3</b> – Lost Time	<b>4</b> – Major Injury	<b>5</b> - Fatality	<b>6</b> – Multiple Fatalities
<b>Risk Factor (LxS)</b>	<b>0-6 = LOW</b> No Action Required		<b>7–17 = MEDIUM</b> Some Action Required		<b>18-36 = HIGH</b> Immediate Action & Further Controls Required	

<b>Risk Assessed by:</b> <b>Role:</b>	<b>Fionn Goodwin-Wright</b> <b>theFDC@OpenAcademy General Manager</b>	<b>Date:</b>	2/12/2020
<b>For Distribution:</b>	Appropriate arrangements are in place to communicate the risk assessment findings and to co-ordinate the safety arrangements of all those affected including directors, staff, volunteers and contractors. A copy will be placed on to the facilities website.		

Task or Activity:	<b>Coming to and leaving the FDC@OpenAcademy</b>		
Hazards:	Exposure to Covid-19		
Likelihood:	3	Severity:	5
Persons at Risk:	Customers		
Initial Risk Rating:	3x5 = 15	Medium	
<b>Existing Controls:</b> Anyone feeling unwell or has a member of their household with Covid-19 symptoms should not come to the centre.			
<b>Further Action Required:</b> <ul style="list-style-type: none"> <li>Customers will be reminded of Covid-19 related guidance prior to arriving at the centre.</li> <li>Customers will be asked to only bring essential items to the centre.</li> <li>Customers will be asked to sanitise their hands upon arrival at the centre.</li> <li>Customers above the age of 16 will be required to sign in to assist Test &amp; Trace via the NHS COVID-19 App. A paper sign in process will be available for those unable to use the app.</li> <li>Access to the main centre building will be limited – toilets will be open and regularly monitored. Customers will arrive and access the pitch through the Football Hub building and leave through the rear car park.</li> <li>Covid-19 related control measures are in place with posters being displayed throughout the centre walkways.</li> </ul>			
Residual Risk Rating:	1x5=5	LOW	

Task or Activity:	<b>Moving Around Buildings &amp; Sites</b>		
Hazards:	Exposure to Covid-19		
Likelihood:	3	Severity:	5
Persons at Risk:	Customers		
Initial Risk Rating:	3x5=15	Medium	
<b>Existing Controls:</b> Customers are encouraged to keep movement around the centre to a minimum.  <b>Walkways:</b> <ul style="list-style-type: none"> <li>Social distancing should be maintained when using the centres walkways.</li> </ul>			
<b>Further Action Required:</b>  <b>Walkways:</b> <ul style="list-style-type: none"> <li>The touching of fencing and gates should be kept to a minimum. Signage in place to serve as a reminder.</li> <li>Sanitising equipment is in place at all gate points for customers to clean gate latches after departing the pitches.</li> </ul>			

**Car Park:**

- Clear signage of social distancing reminders and entering / leaving protocols.

Residual Risk Rating:

1x5=5

**LOW**

Task or Activity:

**Customers using facilities**

Hazards:

Exposure to Covid-19

Likelihood:

3

Severity:

5

Persons at Risk:

Customers

Initial Risk Rating:

3x5=15

Medium

**Existing Controls:**

All bookings and payments must be completed in advance.

All customers will be asked to follow the latest government guidance on football activity.

Groups limited to a maximum of 30 people, including coaches.

**Further Action Required:**

- Spectators will be informed on arrival where they can observe from and asked to follow social distancing & be limited to pods of 6 spectators.
- Spectators are limited to one person per participant.

Residual Risk Rating:

1x5=5

**LOW**

Task or Activity:

**Accidents & First-aid**

Hazards:

Exposure to Covid-19

Likelihood:

3

Severity:

5

Persons at Risk:

Customers &amp; Staff

Initial Risk Rating:

3x5=15

Medium

**Existing Controls:**

Where possible individuals are encouraged to self-administer first-aid for smaller injuries.

**First-aiders:**

- FA first-aiders are not required to administer first-aid but can provide advice as long as social distancing can be maintained. The first-aiders must wear a face mask when administering care.

**First-aid Equipment:**

- Some first aid equipment is kept in the store cupboard near reception.

**Further Action Required:**

- If first-aid equipment is used it must be discarded of appropriately and centre staff must make arrangements for it to be replenished.

Residual Risk Rating: 1x5=5 **LOW**

Task or Activity:	<b>Fire Evacuation</b>		
Hazards:	Exposure to Covid-19		
Likelihood:	3	Severity:	5
Persons at Risk:	Customers & Staff		
Initial Risk Rating:	3x5=15	Medium	
<b>Existing Controls:</b> There will be a limited number of staff working in the centre.			
<b>Evacuation Routes:</b> <ul style="list-style-type: none"> <li>• In the event of an emergency evacuation, normal evacuation routes should be used.</li> <li>• Evacuation routes will take precedence over any social distancing routes.</li> <li>• Anyone who requires assistance during an evacuation should move to an area which is not part of the evacuation.</li> </ul>			
<b>Assembly Points:</b> <ul style="list-style-type: none"> <li>• Customers should remain socially distanced at the Fire Assembly Point.</li> </ul>			
<b>Further Action Required:</b> <ul style="list-style-type: none"> <li>• Centre staff will remind customers of social distancing at the Fire Assembly Point.</li> </ul>			
Residual Risk Rating:	1x5=5	<b>LOW</b>	

Task or Activity:	<b>Cleaning the facilities and book in point</b>		
Hazards:	Exposure to Covid-19		
Likelihood:	3	Severity:	5
Persons at Risk:	Customer & Staff		
Initial Risk Rating:	3x5=15	Medium	
<b>Existing Controls:</b> Frequent cleaning of facilities and equipment between uses, using the usual cleaning products.			
<b>Cleaning</b> <ul style="list-style-type: none"> <li>• High-touch items such as gates will be cleaned regularly and in between bookings.</li> </ul>			

- Specific arrangements are in place following a known or suspected case of Covid-19<sup>1</sup>.
- Sanitising facilities are available at the entrance to facility.
- Sanitiser facilities will be checked and restocked regularly.
- Enhanced cleaning arrangements are in place for busy areas.
- Vending machines will be cleaned regularly.

#### **Specialist Cleaning**

- A specialist deep clean will be carried out after a known or suspected Covid-19 infection.

#### **Further Action Required:**

- All cleaning products are validated against enveloped viruses including SARS coronaviruses.

Residual Risk Rating:	1x5=5	<b>LOW</b>
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Task or Activity:	<b>Hygiene – Handwashing, Sanitation Facilities and Toilets</b>		
Hazards:	Exposure to Covid-19		
Likelihood:	3	Severity:	5
Persons at Risk:	Customers & Staff		
Initial Risk Rating:	3x5=15	Medium	
<b>Existing Controls:</b>			
<ul style="list-style-type: none"> <li>• Changing rooms will be closed, but toilets in the Football Hub will be open.</li> <li>• Latest government guidance posters are placed throughout the facility.</li> <li>• Hand-sanitiser is available at the centre.</li> </ul>			
<b>Further Action Required:</b>			
<ul style="list-style-type: none"> <li>• Toilets will be checked and cleaned regularly.</li> </ul>			
Residual Risk Rating:	1x5=5	<b>LOW</b>	

<sup>1</sup> County FAs may decide to put in place arrangements to deep clean the workplace following notification of a known or suspected case of COVID-19.

Task or Activity:	<b>Handling stock</b>
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Hazards:	Exposure to Covid-19		
Likelihood:	3	Severity:	5
Persons at Risk:	Customers & Staff		
Initial Risk Rating:	3x5=15	Medium	
<b><u>Existing Controls:</u></b>			
<ul style="list-style-type: none"> <li>• Cleaning products placed next to vending machines – onus on customer to clean before use.</li> <li>• Person- to -person contact will be minimised. items will not be passed directly.</li> <li>• Staff handling stock items should wash / sanitise their hands after.</li> </ul>			
<b>Further Action Required:</b>			
<ul style="list-style-type: none"> <li>• Regular cleaning of vending machines the stock is stored in.</li> </ul>			
Residual Risk Rating:	1x5=5	LOW	