

**Covid-19 Risk Assessment**

<b>Summary Statement</b>				
<p>Felixstowe &amp; Walton United Football Club has a duty of care to protect the safety and welfare of its players, coaches, staff, volunteers, visitors, customers and contractors at all times and must ensure the implementation of safe and effective social distancing and hygiene measures in line with government advice to limit the potential for Covid-19 infection.</p> <p>If at any time the club believes such safety and welfare is potentially compromised it reserves the right to consider cancellation or amendment of any activity while measures are reviewed. All activities will be carried out in line with current government Covid-19 guidelines and are continually reviewed. This risk assessment must be read in conjunction with all other activity and site-specific risk assessments.</p>				
<b>Project:</b>	<b>RETURN OF SUPPORTERS</b>	<b>PRODUCED BY: CHRIS DAYNES</b>	<b>Report Date:</b>	<b>24/9/20</b>
			<b>Version:</b>	<b>5</b>
<b>Risk/Hazard</b>	<b>Level of risk</b>		<b>Potential further action</b>	
<b>Visitor parking</b>	Low		Provide unrestricted parking to staff and visitors in the car park footprint which offers adequate space for all vehicles to be parked at safe distances apart.	If visitor numbers increase, consider parking signage.
<b>Visitor Numbers</b>	Medium		Club officials and Spectators should remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six-person gathering limits and spread out, in line with wider Government guidance, ensuring space for officials, coaches and substitutes. A clockwise one-way system will be in operation for the stadium, entering at the turnstiles and exiting near the club shop. Stage 1 will see a maximum of 200 supporters. Once capacity is reached there will be no further admission. Stage 2 will see an increase to 400 spectators.	Respond to updated Government or FA guidance. Advance tickets will be sold for matches where it is considered demand will exceed available capacity.
<b>Track &amp; Trace of visitors</b>	High		<p>The Club will support NHS test and trace efforts by collecting name and contact information on participants at both training and matches, and those accessing the clubhouse. NHS Test &amp; Trace posters are located at every entry point, and throughout the ground with a manual system in place for those without the NHS app.</p> <p>This information will be stored for a minimum of 21 days in-line with the Government Recreational Team Sport Framework and collected/processed in accordance with the Data Protection Act 2018 and in line with GDPR principles. It will be used only for the purpose of NHS test and trace.</p>	
<b>Entry turnstiles.</b>	Medium		Spectators will enter the ground via the main turnstile block. A perspex screen has been installed in the turnstiles. Signage will encourage visitors to socially distance whilst queuing and at all times within the ground.	
<b>Hospitality</b>	Medium		Current guidance is for hospitality to be suspended.	
<b>Changing Rooms &amp; Showers</b>	High		Current Government Guidance is to arrive in your kit, Changing Rooms will be available but are not suitable for complete social distancing so are strictly limited to 6 persons at any one time. Only essential support staff should enter the changing room corridor area. Changing rooms MUST be left in a clean condition, using bins provided. Showers are not available at the current time.	Respond to updated Government or FA guidance.
<b>Hand washing</b>	High		Access will be provided to hand washing facilities in the matchday toilets to aid frequent handwashing by all visitors. Spectators, players and coaches will be encouraged to bring their own hand sanitiser, clearly marked with their name.	
<b>Toilets</b>	High		Matchday Corridor & Lobby Toilets will be open pre-match, during the match and for 30 minutes afterwards. A one in/one out system will be in operation using signage & stewards. Regular cleaning will take place.	
<b>Access to clubhouse &amp; snack bar</b>	Medium		The main clubhouse function room will be table service only, with all food and drink having to be ordered from, and served to a table. No standing permitted. Food is takeaway only from the outside serving hatch. Access to the lobby toilets will be via a new route through the hospitality door and will be well signposted. Facemasks must be worn when entering the clubhouse, but can be removed once seated at a table. Cones and signage will be used to manage queues outside.	
<b>Contact with exterior gates, handles</b>	Low		One single entry gate will be used, and one member of staff only will operate this gate. Visitors/public will not touch any gates or handles. Gate handles to be sanitised before and after each event.	
<b>Walkways and concourse &amp; grandstand safety</b>	Low		Walkways and concourses will be cleared of obstructions and a one-way system will be in operation using barriers, signage and cones. Seating in the grandstands will be restricted. The front and 3rd row of seating is taped off and the 2nd and 3rd rows can be used as long as a seat is left empty between each single person or group from the same household or bubble.	
<b>Cash Handling</b>	Medium		Contactless payments will be encouraged.	Consider pre-payment options.
<b>Spread of infection.</b>	High		Hand sanitiser will be available at all entrances, exits and at various points across the site. Regular and thorough cleaning will take place before, during and after each event. Staff will wear appropriate PPE, including compulsory facemasks.	Clubhouse has been deep cleaned before re-opening. Consider further deep cleaning at regular intervals.
<b>Glassware &amp; Packaging</b>	High		All drinks will be served in plastic disposable glasses or bottles to reduce contact with used glassware. Disposable packaging will be used for all food, and sachets used in place of condiment bottles. Bins will be provided for the safe disposal of all disposable items.	
<b>Exiting the site</b>	Low		A separate exit will be in use to maintain the one-way system and prevent cross-traffic. The exit will be clearly signed.	Consider stewarding if measures not being followed by visitors.
<b>Staff Interaction</b>	Medium		Staff members will be restricted to one member in the bar and one in the kitchen to avoid unnecessary interaction.	
	This risk assessment has been produced by Felixstowe & Walton United Football Club. Not to be used without the express permission of the football club.			