



COVID AND SAFEGUARDING RISK ASSESSMENT – SHOLING FC/SHOLING YOUTH FC

Name of person filling out this Assessment: Carly Kinsey, Chair/Club Secretary/COVID Officer for Sholing Youth FC

Date of Completion: 19 July 2020

Review Date: Review regularly in particular as and when guidance is updated from the Government and/or The FA



When completing this document please be mindful of the following guidance from the Government (latest update 9 December 2021):

<https://www.gov.uk/government/publications/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators>

Further, the latest update from the FA regarding the resumption of grassroots football:

<https://www.thefa.com/get-involved/player/clubs-and-leagues/support>

A summary of key points to consider from our guidelines are listed for ease below:

- Everyone should self-assess for COVID-19 symptoms before every training session or match. If you are symptomatic or living in a household with possible or actual COVID-19 infection you must not participate or attend;
- Clubs and facility providers should ensure that their facility is compliant with current Government legislation and guidance related to COVID-19;
- Competitive training is now permitted;
- Competitive match play is permitted, with social distancing in place before and after the match, and in any breaks in play;
- Participants and officials should sanitise hands before and after a game as well as scheduled breaks throughout a game or training session;
- Ball handling should be kept to a minimum with most contact via a boot and the ball disinfected in breaks of play;
- Youth football coaches are encouraged to limit persistent close proximity of participants during match play and training;
- Goal celebrations should be avoided;
- Equipment should not be shared, and goalkeepers should ensure they disinfect their gloves regularly in breaks in training or matches and thoroughly afterwards. Where possible, coaches should only handle equipment in training;
- Where possible, Participants, coaches and officials should arrive changed and shower at home. Use of changing and shower facilities must follow Government advice on the use of indoor facilities;
- Participants should follow best practice for travel including minimising use of public transport and walking or cycling if possible. People from a household or support bubble can travel together in a vehicle
- Clubs should keep a record of attendees at a match or training session, including contact details (of own team), to support NHS Test and Trace as well as using the NHS QR Code at facilities used;



Event Details: Grassroots Football U7 to U18, Open Age and Pan Disability

Designated Safeguarding Person (Child Welfare Officer) - Name and Contact Details: Simon Drummond 07876 742079

*Individual managers need to obtain risk assessments from the venues that they use to ensure they are aware of the procedures and processes for those venues but also the venue's Emergency Action Plan etc.

Club Policies and Procedures being followed	Yes	No
Safeguarding Children	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Adults at Risk	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Social Media Use	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Use of Photograph and Filming	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Anti-Bullying	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Code of Conduct, including acceptable behaviour	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Equality, Diversity and Inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Managing Challenging Behaviour	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other(s) e.g. parent/carer consent	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Insurance Cover	Yes	No
Personal Accident	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Liability	<input checked="" type="checkbox"/>	<input type="checkbox"/>



RISK ASSESSMENT MATRIX

Risk ratings:

Red (serious issues and risk/interventions needed immediately)

Amber (some issues/being managed/needs monitoring)

Green (on track).



What are the hazards?	Who might be harmed?	RAG Rating before control measures imposed	Existing control measures to allow for football related activity to take place	Planned, additional control measures if required	Who is responsible for enacting these measures	When will they be completed by?	RAG Rating after control measures imposed
Safeguarding/Consent							
Consent to Participate in football related activity	All Participants		<p>All Participants (parents/carers where applicable) must provide written consent to be able to participate in football activities.</p> <p>That consent should include confirmation that all Participants (parents/carers where applicable) have read all necessary guidance, processes and procedures.</p> <p>All Participants (parents/carers where applicable) to complete Player Registration Form at outset of season.</p>	<p>All Participants (parents/carers where applicable) are briefed before each activity confirming what it entails, reminders of processes and procedures.</p> <p>All Participants (parents/carers where applicable) to complete COVID Declaration Form.</p> <p>All Participants (parents/carers where applicable) must use the COVID Self-Screen document and ensure all check negative before giving consent to take part in activity.</p> <p>Managers are to complete and keep a register of attendees of every training session/match which may need to be submitted to the Club. This should be kept for 21 days and then deleted</p>	Club Secretary/COVID Officer/Coach	Player Registration Form, COVID Declaration Form and then before each activity	
Consent to be photographed/filmed together with content used on social media	All Participants (in particular additional risk to youth)		<p>All Participants (parents/carers where applicable) should provide consent to be photographed/filmed and for it to be used on social media.</p> <p>This consent will be provided via the Initial Player Registration Form at outset of the season.</p>		Club Secretary/CWO	Player Registration Form at outset of every season	



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Data Privacy Policy/Notices updated to cover data handling of attendees to aid NHS Test and Trace	All Participants		Ensure Club adheres to its Data Privacy Policy etc regarding handling of data e.g. details taken for NTHS Test and Trace must be deleted after 21 days.	Ensure Club keeps written record of attendees for all football related activities, in particular in order that it is available for use if required for submission to NHS Test and Trace. NHS COVID-19 QR Codes to be utilised to aid NHS Track and Trace.	Club Secretary/CWO/ Coach	Ongoing	
Clear procedures for referring safeguarding concerns and managing allegations against staff	All Participants (in particular additional risk to youth)		Must have clear and transparent reporting process. Ensure Club adheres to FA Safeguarding Rules and Guidance and all Participants (parents/carers where applicable) are aware of the Club's Safeguarding Reporting Procedure and FA Whistleblowing Procedure.	Ensure Participants (parents/carers where applicable) are aware of the reporting process regarding safeguarding concerns as well as ensuring all are aware of the Club's Child Welfare Officer's contact details.	Coach	Ongoing	
Staffing Ratios	Youth Participants		Ensure all Youth Teams have a Lead Role and Support Role (e.g. at least two FA DBS-checked volunteers). Ensure volunteers are briefed on their roles and responsibilities.	Follow Government COVID-19 and FA Guidance regarding staff ratios if they differ to regular FA guidance (e.g. training pods of 6 non-contact training required 4:2 and 5:1 (if more than one pod)).	Coach	Ongoing	
Volunteer/Participant Conduct	All Participants		Ensure all Participants (parents/carers where applicable) together with all volunteers complete and sign relevant Codes of Conduct (e.g. FA RESPECT). Every Participant (parent/carer where applicable) will sign up to the COVID Code of Behaviour document.	All Participants (parents/carers where applicable) together with Volunteers should always be briefed and receive training and guidance to behave appropriately at all times.	Club Secretary/CWO	Start of Every Season via Player Registration Form and Volunteer Form COVID Code of Behaviour on the COVID Declaration Form	



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COVID-SPECIFIC							
COVID-19 Protocols briefings	All participants	Yellow	Information cascaded from Club Committee down to Managers who in turn are to ensure all participants are aware of the latest guidance.	Coaches to ensure that participant are reminded at regular intervals of the current guidance in place.	Club Secretary/Coach	As and when Guidance changes and regular intervals to ensure all are reminded of current guidance	Green
COVID-19 Self-Screen Protocols	All participants	Yellow	All Coaches to be supplied with Self-Screen template and ensure they are used prior to every football-related activity	Coaches are to ensure that all Participants confirm in writing or in person they have completed the self-screen questions and are cleared to play	Coach		Green
Close contact with others causes virus to spread throughout families	All Participants could contract COVID-19	Red	<p>Each Participant must complete the Club's Self-Screen Checklist to ensure they are permitted to attend.</p> <p>Each session/match will begin and end with 20 seconds handwashing using alcohol based handwash. Coach is to monitor quality and direct if needed. This should also take place during breaks.</p> <p>Social distancing of 2m (or 1m+) at all times before and after training sessions/matches and during breaks.</p>	<p>The coach will brief Participants prior to any training session/match to reiterate the importance of adhering to social distancing before, after and during breaks. The coach will remind Participants throughout the session/match.</p> <p>If there are incidents of Participants <i>purposefully</i> breaking the social distancing rule before, after sessions/matches and in breaks; the player will be told to sit out of training/match and parents/carers asked to take them home and ensure full understanding.</p>	Coach	During all Football Related Activity Sessions (e.g. training, matches)	Yellow



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Cont.pg 6	All Participants could contract COVID-19		<p>During warm-ups and cool down Participants should adhere to social distancing as above.</p> <p>Management and Substitutes should adhere to social distancing as above.</p> <p>There should be regular breaks during Training Sessions/Matches to reduce the risk of transmission.</p> <p>Participants are not to engage with pre or post-match handshake or Team huddles</p> <p>Limit amount of time spent in training on in-game scenarios to avoid close proximity and physical contact.</p> <p>Participants are not to spit or chew gum and will be reminded regularly.</p> <p>Participants are to endeavour to not raise their voices or shout in order to limit risk of transmission of droplets.</p> <p>Participants are not to celebrate goals etc in close proximity to others</p>	<p>If there are incidents of Participants <i>purposely</i> breaking the rules against spitting and raising voice/shouting; the player will be told to sit out of training/match and parents/carers asked to take them home and ensure full understanding.</p> <p>Any spectators <i>purposely</i> breaking the social distancing rule will be asked to leave.</p> <p>Keep up to date with Government and FA Guidance.</p>	Coach	During all Football Related Activity Sessions (e.g. training, matches)	



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Cont.pg 7			<p>Participants are to provide their own named water bottles and hand sanitiser. These should be placed where marked out by coach and remain 2m apart from another individual's items.</p> <p>Participants are to arrive at training sessions/matches in clean training/match day clothes.</p> <p>Spectators are to adhere to social distancing rules.</p>				
Transmission of COVID-19 from touching equipment	All Participants could contract COVID-19		<p>Equipment used during the session will be minimal to avoid transmission.</p> <p>Any cones or other equipment used will be set out and collected in by the coach removing the need for Participants to touch equipment with their hands.</p> <p>All equipment used will be wiped down with disinfectant before and after the training session/match and in breaks (when required) – this includes goalposts and corner flags poles in matches.</p>	<p>Coach will remind all Participants of the need to avoid touching/picking up the ball. Any persistent instances of touching the ball the player(s) will be told to sit out of training/matches and parents asked to take home and ensure full understanding.</p> <p>Keep up to date with Government and FA Guidance.</p>	Coach	During all Football Related Activity Sessions (e.g. training, matches)	



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Cont.pg 8			<p>Club to provide every Team with cleaning sanitiser and hand sanitiser for use by coaches.</p> <p>Participants and coach should avoid where practical, picking up the ball. Non-participants should refrain from picking up the ball.</p> <p>If goalkeeping practice or matches are undertaken, the goalkeeper must wear goalkeeper gloves when handling the ball and these should be sanitised before and after sessions/matches, and during breaks.</p> <p>Goal posts and ball to be sanitised before and after use and at half time.</p> <p>Payments should be made cashless if requested (e.g. payment to referee).</p>				



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Suspected case of COVID-19 during Training/Matches	All Participants could contract COVID-19		<p>If anyone becomes unwell with a new, continuous cough or a high temperature, or loss of taste or smell they must be sent home and advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance.</p> <p>PPE should be worn by any adult caring for the player while they await collection <i>if</i> a distance of 2 metres cannot be maintained such as an injury.</p> <p>In an emergency call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>If a player develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 10 days. If and where a player or coach tests negative, they can return to training.</p> <p>If a player or coach test positive for COVID then all other members of Team and Coaching Staff should following Government Guidance as to contacts.</p>	Keep up to date with Government and FA Guidance	Coach	During all Football Related Activity Sessions (e.g. training, matches)	



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Transmitting or coming into contact with COVID-19 from travel	All participants could contract COVID-19		<p>Parents/carers are to be advised to avoid using public transport to travel to and from training/matches.</p> <p>Participants should avoid sharing a vehicle with another household or bubble.</p> <p>Participants must comprehensibly handwash before and after training.</p>	Keep up to date with Government and FA Guidance.	Parents/Participants	Before and after all Football Related Activity Sessions (e.g. training, matches)	
Poor Communication means that Participants do not follow the Guidance	All participants not being aware of the guidance leading to risk of transmission of COVID-19		<p>The Club will provide all documents including this risk assessment to all managers for them to forward to their parents.</p> <p>Each Participant (parent/carer where applicable) is required to sign and submit the Club's COVID Declaration Form along with prior to each training session/match confirmation in writing (by text, email etc) to the Manager they still adhere to it and can answer</p>	Should it be required virtual online training will be made available.	Coach Parents/Participants	During all Football Related Activity Sessions (e.g. training, matches)	



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Health & Safety/First Aid							
Transmitting or coming into contact with COVID-19 when administering first aid	All Participants		<p>Club to provide all Teams with additional PPE (e.g. goggles, aprons, masks, CPR face shields).</p> <p>First aid is to be administered by the Participant or Parent/Carer if at all possible, with supervision by coach remaining 2m (1m+) unless situation is life-threatening or limb-threatening. If Participant is unable to or Parent/Carer is not in attendance coach/first aider is to administer first aid using appropriate PPE in line with FA Guidance.</p>	<p>Club to ask that for Participants aged 12 and under one parent/carer to attend or stay in close proximity of all training sessions/matches (unless express permission is given due to unforeseen circumstances – not to be regular occurrence or the venue being used does not allow spectators to attend).</p> <p>Coaches will make dynamic risk assessments if there are any injuries weighing up the risk of harm if untreated with the risk of transmitting COVID-19.</p>	Coach Parents/Participants	During all Football Related Activity Sessions (e.g. training, matches)	
Emergency Contact Details/Medical Information			Club will ensure all emergency contact details and medical information/allergies are on file for all registered players.		Club Secretary	Pre-Season or when a player registers	
Emergency Evacuation Procedures	All Participants		<p>Coach to ensure they are aware of the Emergency Action Plan of any venue they hire.</p> <p>Coach will make dynamic risk assessments when attending a venue to ascertain best evacuation protocol etc when using a public area.</p>		Coach	Before and During all Football Related Activity Sessions (e.g. training, matches)	



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Miscellaneous							
Site Boundaries e.g. Public Access, Roads, Location of Facilities, Drop-off points and access to pitches and training areas	All Participants (additional risk in particular to youth players or players with impairment)		Coach to dynamic risk assess but also find out the venue's process and procedures in respect of entering, exiting, if there is a one-way system etc.	Keep up to date with Government and FA Guidance together with Venue's Risk Assessments and Procedures.	Coach	Before and During all Football Related Activity Sessions (e.g. training, matches)	
Access to toilets/changing areas e.g. supervision, handwashing and/or rub washing facilities	All Participants (additional risk in particular to youth players or players with impairment)		Coach to find out from venue if there is any access to toilets, changing rooms etc and any procedures that need to be followed to use them.	Keep up to date with Government and FA Guidance together with Venue's Risk Assessments and Procedures.	Coach	Before and During all Football Related Activity Sessions (e.g. training, matches)	



Version History

Version Number	Date of Version	Drafted/Amended by (Name and Club Role)	Checked by Club Committee Member
1	15 June 2020	Carly Kinsey, COVID Officer for Sholing Youth FC	Paul Knott, COVID Officer for Sholing FC
2	19 July 2020	Carly Kinsey, COVID Officer for Sholing Youth FC	Paul Knott, COVID Officer for Sholing FC
3	15 October 2020	Carly Kinsey, COVID Officer for Sholing Youth FC	Paul Knott, COVID Officer for Sholing FC
4	2 December 2020	Carly Kinsey, COVID Officer for Sholing Youth FC	Paul Knott, COVID Officer for Sholing FC
5	27 March 2021	Carly Kinsey, COVID Officer for Sholing Youth FC	Paul Knott, COVID Officer for Sholing FC
6	10 December 2021	Carly Kinsey, COVID Officer for Sholing Youth FC	Paul Knott, COVID Officer for Sholing FC