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| **Date:** | March 2020 |  |  |  |  |  |  |  |  |  |  |
| **Assessors Name:** | **M. Smith** | **Reference Number:** |  **Holm Park RA** | **Review Date:** | Ongoing – as per government guidance updates |
| **Endorsed By:** |  | **Signature:** |  | **Position:** | **Chairman** | **Date:** | **27 July 2020** |
| **Description of assessment** | Coronavirus (COVID-19) – Holm Park Complete |
| **Summary Statement** | Sheppey United Football Club has a duty of care to protect the safety and welfare of its 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.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. |
| **Location Details** | **Sheppey United FC,** The Total Power Stadium, Holm Park, Queenborough Road, Sheerness, Kent, ME12 3DB |

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| **Identified Hazards** | **Who may be affected** | **Risk Level before control measures****S x L = R** | **Existing control measures** | **Additional Control measures required** | **To be actioned by** | **Completion date** | **Final Risk level****S x L = R** |
| **S** | **L** | **R** | **RR** | **S** | **L** | **R** | **RR** |
|  **Catching / Spreading** | Employees, visiting team, public | 5 | 3 | 15 | H | * Welfare facilities will contain suitable levels of soap and antibacterial gel.
* Employees will be asked to wash hands with soap regularly and thoroughly, for at least 20 seconds.
* Tissues will be provided for all employees. Employees should use their tissues when coughing or sneezing and then place the used tissue in the bin before washing hands.
* Contact with personnel suspected of having caught COVID-19 will be avoided.
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| **Catching / Spreading**(continued) | Employees, visiting team, public | 5 | 3 | 15 | H | * Employees are reminded to not touch their eyes, nose or mouth if their hands are not clean.
* A cleaning schedule will be implemented throughout the site, ensuring that worksurfaces, door handles, taps etc. are all thoroughly cleaned with an antibacterial cleaning substance.
* We will also work towards any cleaning / infection control requirements outlined by the government.
* Employees will be told to self-isolate for 14 days should they find they have a new, persistent cough and/or a high temperature.
* Should employees disclose that personnel living with them are self-isolating, they should be encouraged to do the same for 14 days as per Government guidance.
* The FA documents that have been produced in line with Government guidance, which saw the easing of lockdown restrictions on gatherings, public spaces and outdoor activities and the phased return of outdoor sport and recreation should always be adopted.
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| **S** | **L** | **R** | **RR** | **S** | **L** | **R** | **RR** |
| **Employee travel plans**  | Employees, visiting team, public  | 5 | 3 | 15 | H | * We will ask employees to inform us if they are leaving the country.
* We will provide relevant FA and government guidance in line with the area / country that they are visiting.
* Self-isolation will be enforced in line with the area / country guidance.
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|  **Lack of awareness** |  Employees, visiting team, public | 5 | 3 | 15 | H | * The latest government and FA campaign posters will be displayed in the entrance lobby areas and in suitable places around the stadium.
* Toolbox talks will be carried out for all personnel on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from FA and government guidance. This will include informing personnel of the known symptoms.
* We will continually adopt and review newFA/ government / WHO guidance as and when it is available.
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| **S** | **L** | **R** | **RR** | **S** | **L** | **R** | **RR** |
| **Visitor Parking**  | Employees, visiting team, public  | 5 | 3 | 15 | H | * Provide unrestricted parking to staff and visitors in the stadium footprint which offers adequate space for all vehicles to be parked at safe distances apart.
* EMU’s to continue to direct the parking at Holm Park and once the car park is full ensure the car park is CLOSED to all.
 | If visitor numbers increase, consider parking signage. |  |  | 5 | 1 | 5 | M |
| **Entry & Exit to Main Stadium**  |  Employees, visiting team, public | 5 | 3 | 15 | H | * The latest government and FA campaign posters will be displayed in the entrance lobby areas and in suitable places around the stadium.
* Every game shall be made all ticket to ensure that track and trace can be adopted should any employee, visiting team or member of public contract the virus.
* Entry will be via the turnstiles with each ticket holder given a specific time of entry at 2min intervals (max 4people per ticketing party/household)
* One way arrows shall designate routes around the stadium however main exits will be the gate adjacent the turnstile and main building exit to car park. At all times the gates shall be held open to avoid cross contamination.
 | Possible reduction in stadium numbers given capacity of 1400  |  |  | 5 | 1 | 5 | M |

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| **S** | **L** | **R** | **RR** | **S** | **L** | **R** | **RR** |
| **Entry Exit to Gallery Bar and bar area setup** | Employees, visiting team, public  | 5 | 3 | 15 | H | * The Gallery Bar is located at first floor level so should be accessed via the main staircase, at all times social distancing measures shall be inplace such as:
* One way system in Bar Area
* One up one down system and signage within the lobby to the main staircase
* Main Bar to be a one person serving system with 1mtr mark on flooring designating positioning
* Card Payments to be promoted instead of handing over money – if money is utilised employees to wash their hands as per above RA
* Children are to be supervised by an adult at all times – Signage to be erected externally to stadium to raise awareness
* EMU’s to monitor staircase prior to kick off, half time and full time
 | If visitor numbers increase, consider capping stadium numbers. |  |  | 5 | 1 | 5 | M |

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| **S** | **L** | **R** | **RR** | **S** | **L** | **R** | **RR** |
| **Entry Exit to Ites Bar and bar area setup** | Employees, visiting team, public  | 5 | 3 | 15 | H | * The Ites Bar is located at ground floor level so should be accessed via the main double door glazed entranc, at all times social distancing measures shall be in place such as:
* One way system in Bar Area
* One in one out system and signage externally explaining the one way and queue system
* Main Bar to be a one person serving system with 1mtr mark on flooring designating positioning
* Card Payments to be promoted instead of handing over money – if money is utilised employees to wash their hands as per above RA
* Children are to be supervised by an adult at all times – Signage to be erected externally to stadium to raise awareness
* EMU’s to monitor entrance and exit prior to kick off, half time and full time
 | If visitor numbers increase, consider capping stadium numbers. |  |  | 5 | 1 | 5 | M |

**Guidance Notes**

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| **SEVERITY** | **5** | **5** | **10** | **15** | **20** | **25** |
| **4** | **4** | **8** | **12** | **16** | **20** |
| **3** | **3** | **6** | **9** | **12** | **15** |
| **2** | **2** | **4** | **6** | **8** | **10** |
| **1** | **1** | **2** | **3** | **4** | **5** |
|  | **1** | **2** | **3** | **4** | **5** |
| **LIKELIHOOD** |

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| **LIKELIHOOD** |
| **5** | **Almost Certain – Very High Risk** |
| **4** | **Probable – High Risk** |
| **3** | **50/50 – Medium Risk** |
| **2** | **Improbable – Low Risk** |
| **1** | **Almost impossible – Low Risk** |

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| **SEVERITY** |
| **5** | **Fatality – Very High Risk** |
| **4** | **Severe incapacity – High Risk** |
| **3** | **Absent 3 weeks – Medium Risk** |
| **2** | **Absent less than 1 day – Low Risk** |
| **1** | **Insignificant – Low Risk** |

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| **1–4 LOW** | **5–9 MEDIUM** | **10–15 HIGH** | **16–25 VERY HIGH** |
| **Continue with existing control, however monitor for changes.****Implement any additional control measures required, within the timescales given in the** **risk assessment.** | **Requires attention to reduce the rating as well as regular ongoing monitoring.** **Implement any additional control measures required, within the timescales given in the** **risk assessment.** | **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.** | **Stop immediately – the risk is too high.** **Take immediate action to reduce the risk to the lowest level possible.**  |

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| **Additional comments:**1. This risk assessment needs to be discussed with employees before they operate the plant/equipment to ensure compliance with all control measures through their understanding
2. Employees are to sign an acknowledgement sheet for their understanding of this risk assessment
3. The risk assessment is to be reviewed on an annual basis, or sooner if changes are made to the plant or working practices, or after an accident/near miss
4. This risk assessment must be approved by the nominated person for health and safety before being issued as a live document
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| **Assessor 1 name:** |  | **Signature:** |  | **Date:** |  |

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| **Assessor 2 name:** |  | **Signature:** |  | **Date:** |  |

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| **I, the undersigned, have been fully briefed on this risk assessment and other control measures in place to reduce the risk of injury to the lowest possible level. I fully understand my duties as an employee, to follow the control measures in this risk assessment and the method statement.** |
| **Employee name** | **Job description** | **Date** | **Employee comments/recommendations** | **Signature** |
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