

Last updated
22 September 2020



AFC Leyton
Women & Girls

Match Day **Risk Assessment 2020**

About this document

This document has been produced in line with the Government and FA, which sees the easing of lockdown restrictions on gatherings, public spaces, and outdoor activities and the phased return of outdoor sport and recreation.

The return of grassroots football is something that we know many are keen to see, but at this stage of the nation's response to Covid-19, it must be done with careful consideration for everyone's safety.

We have confirmed with our insurers that our insurance is still in place and operational for our return to training and beyond, in line with government guidelines

IMPORTANT: If a member of your household are showing symptoms of the virus or have been in contact with someone displaying symptoms within the last two weeks, then you should stay at home until a NHS practitioner advises you that you no longer need to remain in isolation and your daughter will not be permitted to train with us during this time.



Club Contacts

Club welfare officers:

Steve Hodges (chairman) - 0 7801 367477

Louise McGing (secretary) – 07974611241

Or email welfare@afcleyton.co.uk

Emergency contact

In an emergency always dial 999

Nearest Hospital

Whipps Cross University Hospital

Whipps Cross Road

Leytonstone

London

E11 1NR

Switchboard 020 8539 5522

AFC Leyton Parent/Guardian safety checklist



- If anyone in your household including the player is displaying a temperature, please do not attend the match and self isolate for 14 days. All players temperatures will be checked again upon arrival using a thermometer gun.
- Players must not car share arriving to and from the sessions unless they are part of the same household or in a support bubble.
- Parents/guardians will be asked to scan a QR code for our track and trace system on arrival.
- All visitors/spectators must wear a mask at all times unless you are exempt. This does not include players, coaches, referees or linesmen/women.
- No spitting. If you or the player have hayfever or need to cough, please do this into the crook of your elbow. Anyone displaying a persistent cough around the pitch will be asked to leave the facility immediately.
- Please ensure your daughter has gone to the toilet and washed her hands before arriving at the match. Hand sanitisers will be available on the side of the pitch for our home games and all players will be required to use these on arrival and leaving. The coach will have sanitisers for in-play.
- Players must arrive in their kits ready to play. No changing at the facility will be permitted, all changing rooms will be closed.
- For player safety we ask that there is a max of 15 spectators per team spectating on the respect line (1 parent/spectator per player). Other spectators are permitted into the grounds but should remain at least 2 meters back from the respect line / other spectators and must not be in groups of larger than 6. Do not mix with other groups.
- All equipment will be sanitised prior to player use (balls, goal posts, flag poles, cones).
- Players must ensure that they have a water bottle and that it is distinguishable from another's players (preferably named). Players must not share their drink with anyone else – not even "skying".
- Should an injury occur the designated first aider will treat wearing gloves and facemask. Please ensure your contact details are up to date in your loveadmin account if we need to call you and you are not at the match.
- If a player becomes unwell during a match, they will be removed from the session away from the other players and a parent/guardian called to collect from the gate. Please ensure your contact details are up to date in your loveadmin account.
- Please note We will ask all players to ensure they collect everything when they leave the match and coaches will visually check. However anything left behind may be thrown away due to infection risk. Please ensure your daughters are aware.

AFC Leyton Player Safety checklist

- All equipment will be sanitised prior to the match including the goal posts. We ask that you minimise touching the ball unless necessary (ie throw ins).
- You should go to the toilet before you arrive at the facility. If you use the facilities on site, please wash your hands thoroughly and then use the sanitiser.
- Please sanitise your hands immediately on arriving, your coach will have sanitiser with them but we also recommend you bring your own in your match day bag.
- We ask that you check your temperature before leaving your house. Your temperature will be checked again on arrival using a laser gun. If it is elevated, you will not be permitted to play and be asked to self isolate at home for the next 14 days.
- If you have a persistent cough, you should not come to the match.
- Do not share your drink with anyone – not even “skying”
- No spitting. Do not sneeze into your hands. If you must sneeze or cough during the match do this into the crook of your elbow.
- Group huddles and contact-based goal celebrations are not permitted.
- Set plays must be done quickly and walls should be avoided.
- If you are feeling unwell or injured, sit down. The referee will know to stop the game and a first aider will come to treat you or arrange for you to be collected by your emergency contact.
- When leaving the match, make sure you take everything with you as anything left behind may be thrown away to control infection.



Visiting Team Safety checklist

- We ask that you check your temperature before leaving your house. Your temperature will be checked again on arrival using a laser gun. If it is elevated, you will not be permitted to play and you should self isolate at home for the next 14 days.
- If you have a persistent and unproductive/dry cough, you should not come to the match.
- All spectators will be asked to sign in to the facility using the QR code for track and trace. AFC Leyton will only track spectators. Visiting clubs should retain their own match day attendance records for their players and coaches 21 days.
- We ask spectators view in groups not exceeding 6 – all must wear a mask unless exempt.
- All players and coaches must sanitise hands immediately on arriving.
- All equipment will be sanitised prior to the match including the goal posts. We ask that you minimise touching the ball unless necessary (ie throw ins).
- You should go to the toilet before you arrive at the facility. If you use the facilities on site, please wash your hands thoroughly and then use sanitiser.
- No spitting. Do not sneeze into your hands. If you must sneeze or cough during the match do this into the crook of your elbow.
- Group huddles and contact-based goal celebrations are not permitted.
- No handshakes before or after the game.
- Set plays must be done quickly and walls should be avoided.
- If you are feeling unwell or injured, sit down. The referee will know to stop the game and your first aider will come to treat you or arrange for you to be collected by your emergency contact.
- When leaving the match, make sure you take everything with you as anything left behind may be thrown away to control infection.



Club Safety checklist

- Track and Trace:
 - QR code signage to be erected for each match for spectators, officials (linesmen/referees etc) to sign in.
 - Coach to record Match day attendance
 - Track and trace stored securely for 21 days under GDPR and then deleted.
- Goal posts and flag poles wiped down. Match balls and cones sanitised prior to each match.
- Respect barriers set 3 metres back from the line (3 pole widths) where possible (but must not be less than 2 pole widths) to ensure players are at least 2 meters from the spectators when undertaking throw ins or running to keep the ball in play.
- Spectators must be 2 metres back from the respect line, and should be in groups of 6 or less. Although we cannot enforce this, we recommend that groups are from the same household. Under FA rules, all visitors must wear a mask unless they are “in-play” or exempt.
- All match attendees to sanitise on arrival including referee, coaches, linesman and players. See risk assessment for intervals.
- Ensure temperature is taken for all involved in play using the laser thermometer gun.
- No team huddles, pre or post match handshakes, or goal celebrations in close contact with other team members.
- Set plays must be done quickly – avoid walls.
- For first aid, all coaches and first aiders to have a face mask and first aid packs must include latex gloves for treating players.



Risk Assessment – all Matches

Hazard	Who could be harmed?	Severity	Controls	Additional comments
<p>Young people attending in team / groups</p>	<p>There is a particular risk to</p> <ol style="list-style-type: none"> 1. Other participants 2. Coaching team 3. Other visitors such as parents 	<p>HIGH</p>	<ol style="list-style-type: none"> 1. Track and trace QR codes displayed on entry to the grounds. All spectators and match officials should sign in. 2. Areas created in advance of the session, with a max of 5 in each area training 2 meters apart 3. Match Day Covid Official (a nominated parent per team) to check the temperature of players on arrival. Any with an elevated temperature will be asked to go home and self isolate for 14 days. 4. Coaches to mark out with cones areas for subs to wait. 	<p>It is a requirement that all clubs have a match day risk assessment in place. This must be shared prior to the match (usually when the match day information is shared)</p> <p>If it is an away match and there is no risk assessment in place by the opposition, the match will be cancelled by AFC Leyton and the league notified.</p> <p>This risk assessment will be stored online on our website afcleyton.co.uk.</p> <p>High vis jackets to be worn by COVID Officials.</p>
<p>Risk of social distancing guidelines being breached during sessions</p>	<p>There is a particular risk to</p> <ol style="list-style-type: none"> 1. Participants 2. Coaches & officials 	<p>MEDIUM</p>	<ol style="list-style-type: none"> 1. For home games, the particulars of this risk assessment must be followed by the team coach with support of the nominated parent representative (Match Day Covid Officials). 2. For away matches, the club must receive the oppositions risk assessment at least 48 hours before the match. The club welfare officer/Covid officer will review the opposition risk assessment and liaise with the opposition should there be any queries or concerns. 	<p>To ensure guidelines are maintained we ask that spectators do not move around – this will be monitored by COVID Officials.</p> <p>One half will be allocated home spectators and the other away spectators.</p> <p>Spectators for each team must remain together in their half and not mix with the opposition spectators.</p>

Hazard	Who could be harmed?	Severity	Controls	Additional comments
Risk of social distancing guidelines being breached on arrival and departing the site	<p>There is a particular risk to</p> <ol style="list-style-type: none"> 1. Other participants 2. Coaches 3. Other visitors to the site such as parents/guardians 	HIGH	<ol style="list-style-type: none"> 1. For all matches, players and spectators are asked to ensure that they remain 2 metres apart when arriving. 2. Respect barriers to be set 2 metres + back from the line to ensure that there is always at least 2 metres between the player and spectators for throw ins, corners and run offs etc. 3. Spectators will be permitted, but these must be 2 metres behind the side line and not exceed groups of 6. 	<p>The FA guidance refers to venue capacity. As grassroots football usually does not have seats for spectators and in order to mitigate risk, we ask that families consider 1 spectator per player where possible.</p> <p>This will be reviewed weekly through parent feedback and the Covid/Welfare Officer.</p>
Risk of general cross contamination	<p>There is a particular risk to</p> <ol style="list-style-type: none"> 1. Other participants 2. Coaches 	MEDIUM	<ol style="list-style-type: none"> 1. Players and coaches to check their own temperature before arriving. If elevated or anyone is displaying a persistent cough, they must not attend the match. They must also notify the club and self isolate for 14 days. 2. All players, coaches and match officials to regularly sanitise at sensible intervals during game play. It may be appropriate for matches to run in thirds (rather than 2 halves) to accommodate this and this should be discussed with the referee and opposition before the game commences. 3. Coaches must have face masks and gloves in their medical kits in the event of treating an injured player. 4. Drink bottles cannot be shared by young people (no skying) 5. Any other consumables other than healthy fluids will not be allowed onto the pitch 	<p>Sanitisation guide (youth teams):</p> <p>U7s to U12s (up to 9 aside) Sanitise before match, at half time and after the match</p> <p>U13s to U16s (11 aside) Water break and sanitise approximately 20 minutes or 2 breaks per game. Arrange this with the referee <i>(ie: at game start, approx. 20 mins in, approx. 40 mins in, and at end of match)</i></p>

Hazard	Who could be harmed?	Severity	Controls	Additional comments
Risk of contamination through use of toilets	There is a particular risk to 1. Other participants 2. Coaches	Medium	<ol style="list-style-type: none"> 1. Parents will be advised to ensure that their child has used the toilet at home prior to arriving at the match to minimise risk. 2. Players should be reminded of good hygiene and wash hands thoroughly and then use hand sanitisers immediately after using the toilets at the facilities on match days. 	Welfare officer, coaching team & Head Coach to monitor sessions and adjust practices accordingly to continually ensure safe operation on the sessions
Risk of cross contamination through use of equipment	There is a particular risk to 1. Other participants 2. coaches	Medium	<ol style="list-style-type: none"> 1. Minimal equipment to be distributed to each area, which will be sanitised before use. 2. All equipment to be wiped down prior to the match starting including goal posts, flag poles, cones and balls. 3. Players to bring a tracksuit top / hoodie to wear to reduce cross contamination from bibs. 4. Ball sanitised at regular intervals. 	4 "Clean" balls will be used per match. When a ball goes out of play, the coach will kick over a clean ball. The used ball will be retrieved, sanitised with wipes and put with the clean balls again.
Risk of Contact between staff and young people when treating injuries	1. Participants 2. Coaches	Medium	<ol style="list-style-type: none"> 1. Each coach will be provided with a reusable mask and single use gloves. 2. All players should move away from the injured player to allow treatment. 3. Emergency services to be called immediately if the injury is of a serious nature. 4. If the injury is not serious, but the player cannot continue in the session then parent/guardian will be called to collect. The player will be moved to a recovery area by the first aid officer/coach. 	Welfare officer, coaching team & Head Coach to monitor sessions and adjust practices accordingly to continually ensure safe operation on the sessions

Hazard	Who could be harmed?	Severity	Controls	Additional comments
Cross contamination through violence: Spectators	Members of the public	High	<p>In the event of a violent outbreak between adults spectating, the police shall be called immediately and the the game will cancelled.</p> <p>All players, officials, club members will be moved away from the area to safe location as guided by the COVID Officer, and remain 2 metres apart, in groups not exceeding 6.</p> <p>When it is safe to do so, the COVID officer will instruct the match participants to leave the facility.</p>	An incident report shall be created by the club welfare officer to be retained by the club and shared with the league and CFA.
Cross contamination through violence: On Pitch	<p>Players</p> <p>Coaches</p>	High	<p>In the event of an on-pitch fight, the club will act under the instruction of the referee.</p> <p>Coach to call parent/guardian to immediately collect any player sent off.</p> <p>All players to sanitise whilst the sanction is being dealt with.</p>	<p>Although on pitch violence in female football is rare, the risk of contamination is high.</p> <p>An incident report shall be created by the club welfare officer to be retained by the club and refer to player sanction as instructed by the referee.</p>

Risk Assessment Completed by: Louise McGing

Dated: 22 September 2020

Shared with:

Welfare Officer, AFCL Coaching Team, AFCL Management Committee, All Parents, Waltham Forest Council, London FA and opposition

RISK ASSESSMENT REVIEW DATE: Monthly or as an when government guidelines change



End of Document