

Health and Safety Risk Review Form

As part of the continuous risk management process, it is incumbent upon the risk owner to periodically review all risks at a minimum or whenever new guidance is received

Date:	Risk Title: Biological Hazard: Coronavirus Precautions pertaining to the Clubhouse
Identify Hazard(s) Associated with the activity:	
<p>Spreading of virus by various means including:</p> <ul style="list-style-type: none"> • Infected club members & Guests • Infected supporters or players • Infected Club Officials and the daily voluntary staff attending the Club to assist on match days • Infected visiting supporters or players • Infected FA Officials carrying out match day duties • Contaminated surfaces. 	
Identify the potential consequences associated with the hazards:	
<p>Contracting of Corona Virus Symptoms include:</p> <ul style="list-style-type: none"> • Fever, • cough, • breathing difficulties, • sneezing, • change in smell and/or taste • chest tightness and • shortness of breath that can lead to pneumonia and death. 	
Identify who might be harmed and how	
<p>All personnel that may use the club premises including but not limited to:</p> <ul style="list-style-type: none"> • Club Officials • Members • Bar Staff • Voluntary staff • Match days volunteers • Home Supporters • Home Club Caterers <p>Other</p> <ul style="list-style-type: none"> • Away Team Officials • Away Team Players • Away Team Staff & Directors • Travelling supporters • FA Officials • Match Officials. <p>Generally</p> <ul style="list-style-type: none"> • All Club house users <p>The Virus is spread in various ways:</p> <ul style="list-style-type: none"> • From person-to-person when in close proximity (about 6 feet). Required distance may be reduced to depending on the measures in place (i.e. facemasks) • Person-to-person spread is thought to occur mainly via respiratory droplets produced when an infected person coughs or sneezes, similar to how influenza and other respiratory pathogens spread. • These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. • The virus can be contracted by human touching a surface or object that has been contaminated and then touching their own mouth, nose, or possibly their eyes. • Typically, with most respiratory viruses, people are thought to be most contagious when they are most symptomatic (the sickest). 	

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Risk Review
Analysis What are you already doing to reduce the risk?
<ul style="list-style-type: none">• NHS Track & Trace system is in place. Back up is available via handwritten sheets. Records are kept for 21 days prior to destruction• Club House cleaned and sanitised before opening to public.• Identified and separated access routes to bar and toilets maintaining current recommended social distancing guidelines.• Hand sanitiser and tissue is provide at points of entry, egress and at various points throughout the club premises. A waste receptacle with closable lid is also provided.• Bar safety screen has been provided albeit the introduction of table service has made this item largely unnecessary.• Bar Staff have access to PPE including face mask & gloves.• All Match Day Stewarding staff will be issued with PPE to include: a face mask and gloves to be used if needed to deal with persons becoming unwell during their time on site at the club premises.• Additional hand sanitisation stations have been set up around the ground• Social distancing has been implemented within the clubhouse with the help of floor tape and directional signage within the bar to allow for a one way system to operate which gives access to both the bar and toilets whilst maintaining the recommended social distancing.• The Bar area is out of bounds to patrons and all drinks are served by table service.• Additional stewards required to man the entrance into the clubhouse and ensure the patrons follow the guidance displayed throughout the clubhouse during their visit to the club on both match days and other time when the bar is open to members of the football club.• The Clubhouse will undergo a full sanitisation process prior to opening to members of the public.• Tables and chairs are cleaned and sanitised when vacated and left ready for next customer(s)• Bar equipment, tills and countertops will be disinfected frequently during the bar shift• The Clubhouse and all working areas will be disinfected every 7 days using a proprietary sanitiser (XMIST aerosol)• Additional signage is deployed around the ground reminding people of the need to maintain social distancing including the group of 6 requirement
Safety Data e.g. Reported Safety Event, Safety Hazard etc. The Club run an accident book where events are recorded and actioned as necessary.
Standard product information is available on request
Objective Assessment of the existence and effectiveness of controls
Existing control measures and effectiveness <ul style="list-style-type: none">• Measures in place are considered sufficient for the level of usage.• Examined on a bi-weekly basis for suggested improvements.• Club officials and all voluntary Staff awareness is maintained through communication and briefings.• General awareness through media.• Application of general personal hygiene recommendation provided by Public Health England• Application of cleaning and disinfection regime to all areas at risk of contamination• Application of latest advice from Public Health England government website (www.gov.uk)• Application of the latest advice from the FA & the Government• All the above control measures currently applied are considered to be adequate and effective.• Windows are opened to maintain air flow.

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Control measures which should be provided, but currently are not

None, however we constantly monitor Government advice. New measures are implemented as required

Likelihood /Probability Categories

Term	Definition
Rare	May occur only in exceptional circumstances.
Unlikely	Could occur at some time.
Possible	Might occur at some time if other factors precipitate.
Likely	Will probably occur in most circumstances if the activity continues without control measures.
Almost Certain	If the activity continues it is almost certain that an incident will occur.

Severity Categories

Term	Definition
Catastrophic	Could result in multiple deaths or out of control infection.
Major	Could result in an incident that would be reportable under Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR), require major clinical intervention or result in permanent incapacity/disability or an unexpected death.
Moderate	Could result in lost time up to 7 working days or Increased patient/services user stay. Referral to A&E.
Minor	Could require first aid or extra observation/treatment. No lost time.
Minimal	No risk of harm/injury.

Risk Rating Matrix

		Severity of Consequence					
		Minimal	Minor	Moderate	Major	Catastrophic	
		SCORE	1	2	3	4	5
Likelihood of Occurrence	Almost Certain	5	Moderate	Moderate	Substantial	Intolerable	Intolerable
	Likely	4	Tolerable	Moderate	Moderate	Substantial	Intolerable
	Possible	3	Tolerable	Tolerable	Moderate	Moderate	Substantial
	Unlikely	2	Trivial	Tolerable	Tolerable	Moderate	Moderate
	Rare	1	Trivial	Trivial	Tolerable	Tolerable	Moderate

Risk Rating:

Currently assessed as Moderate.
Likelihood of Occurrence: 3 Possible
Severity of Consequence: Moderate 3

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Key Issues (Identify safety deficiencies, which are defined as unsafe conditions or underlying safety issues for which the mitigations are considered inadequate)

Suggested Safety Actions:

