

RISK ASSESSMENT FORM

Assessment No: 67	Locations/ Dept Oakfield	Persons Involved in or affected by task:	
Assessment Date: 28/7/20	Assessor's Name Matt Crane		
Task/ Activity/ Area Assessed Oakfield Astro Pitches and Grass Pitches		Employees	X
		Visitors	x
		Contractors	X
		Members of the public	X
		Others	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
COVID-19	Staff, members, hirers contractors by becoming contaminated from equipment, touchpoints and surfaces and via droplets from sneezing, coughing, sweating, and exhaling while exercising by someone who has COVID-19	<p>Signage to be fixed in agreed locations to provide route implemented to maintain 2m social distancing.</p> <p>Signage to be placed at all entrances and exits re-enforcing the COVID-19 procedures.</p> <p>Sports changeover times staggered to assist with social distancing</p> <p>Changing rooms and showers to be taken out of use until Government information advises otherwise</p> <p>Astro gates (inner and outer) will be kept open during opening times to reduce touchpoint areas</p>	<p>Member communication advising of the new procedures and requirements upon re-opening</p> <p>Send regular communications to staff, members, hirers, and contractors of COVID-19 guidelines.</p> <p>Staff training for all staff to understand the COVID -19 policies and procedures and where necessary to implement such procedures.</p> <p>Staff training of new operational pitch set up procedures</p> <p>Review the payment procedure for payments that are made at reception.</p>	<p>MR</p> <p>MR</p> <p>Management</p> <p>Management</p> <p>Senior Management</p>	<p>July 2020</p> <p>July/August 2020</p> <p>July/August 2020</p> <p>August 2020</p> <p>June 2020</p>	<p>✓</p> <p>✓</p> <p>Ongoing</p> <p>✓</p>

		<p>Procedure introduced to secure goals to the perimeter fence to stop them being moved (touch point).</p> <p>Dugouts and chairs removed from the playing area. If not possible, take out of use until Government guidance advises otherwise.</p> <p>No hiring or purchase of balls. All players / teams will be required to bring their own equipment.</p> <p>Teams will be required to adhere to the Government and FA guidelines to meet the criteria of what sports and in what capacity are entitled.</p> <p>Football teams encouraged to use their own nets and flags for grass bookings. Any centre equipment used will only be for 1 team per day and kept out of use for a minimum of 72 hours.</p> <p>Cleaning staff will be regularly cleaning touchpoints in allocated toilet areas throughout their shifts noting times of clean.</p> <p>PPE items to be provided to all cleaners. Training will be provided on the cleaning of shields and the disposal of disposal PPE items.</p> <p>All online / contactless / cashless payments will be made prior to attendance</p> <p>First aid – only to be applied in emergencies.</p> <p>Monitor Government guidance and make necessary changes as the situation changes</p>				
Injury from Sporting Activity	Members of the public risk injury from incorrect playing techniques	<p>Qualified coaching staff for programmed activities.</p> <p>Notices state that members and their guests are</p>				

		<p>reminded that it is their responsibility to ensure that their medical condition is satisfactory for the activity they wish to pursue.</p> <p>Qualified first aider on site at all times. All injuries are reported and monitored.</p> <p>All teams to provide 3rd party insurance or signature of disclaimer.</p> <p>High fences are positioned behind the goals to reduce the risk of spectators getting hit by balls.</p>				
Slips and trips	Staff and members of the public may be injured if they slip or trip on uneven surface	<p>Covers are fitted over the holes for tennis and netball posts.</p> <p>Bins are provided on all pitches to prevent rubbish blowing onto the playing surface.</p> <p>Additional goals are kept by the fences.</p>	Coach and organizer to access playing area is safe before starting any session. Any issues to be reported to the Duty Manager immediately.			
Manual handling Lifting and moving heavy objects or objects that are difficult to grasp	Staff risk injuries or back pain from handling or moving heavy/bulky objects, eg Hockey and football goals and sporting equipment	Staff are trained in correct manual handling techniques.	Review annually training needs analysis to ensure all staff are reminded and new staff have been trained.			
Heavy equipment falling on staff or members of the public	Staff or members of the public may suffer fatal injury from falling goals.	Regular inspections of goalposts must be carried out to check that they are properly maintained and the weighted bar is attached correctly before the start of each session and checked regularly by the Maintenance team.				

Action required (note any temporary action / control measures required):	Action Review Date	Action Completed (Name and title) / Date
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Further actions that may require longer term consideration:	Action Review Date	Action Completed (Name and title) / Date

Assessment Review Date (as required): 26/05/2021	Assessment Review Date (as required):
New risk assessment required: Yes / No	New risk assessment required: Yes / No
Completed by (Name):	Completed by (Name):
Signature:	Signature:

Signature: <i>Matt Crane</i>	Date: 26/05/2020
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