

RISK ASSESSMENT FORM

Assessment No: 67	Locations/ Dept Oakfield	Persons Involved in or affected by task:	
Assessment Date: 22/3/21	Assessor's Name Matt Crane		
Task/ Activity/ Area Assessed		Employees	X
Oakfield Astro Pitches and Grass Pitches		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	Signage to be fixed in agreed locations to provide route implemented to maintain 2m social distancing.	Member communication advising of the new procedures and requirements upon re-opening	MR	March 21	Ongoing
		Signage to be placed at all entrances and exits re-enforcing the COVID-19 procedures. These procedures will include regular washing of hands or use of alcohol gel rub/foam on entry and on exit, maintaining 2m distancing in relevant places and adherence to Government guidance.	Send regular communications to staff, members, hirers, and contractors of COVID-19 guidelines.	MR	March 21	Completed
		Astro gates (inner and outer) will be kept open during opening times to reduce touchpoint areas	Re training of Staff training for all staff to remind them of the COVID -19 policies and procedures and where necessary to implement such procedures.	WA	March 21	Ongoing
			Review the payment procedure for payments that are made at reception.	Senior Management	March 21	Completed

		<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>Following Government guidelines to meet the criteria of what sports and in what capacity are entitled.</p> <p>Cleaning staff will be regularly cleaning touchpoints in allocated toilet areas throughout their shifts noting times of clean on equipment.</p> <p>Changing rooms and showers unavailable until further notice</p> <p>PPE items to be provided to all cleaners, including disposable head caps, face masks, gloves, apron and show covers. Each cleaner to be given their own shield. Training will be provided on the cleaning of shields and the disposal of disposal PPE items.</p> <p>All online / contactless / cashless payments. Required in advance of pitch use.</p> <p>First aid – only to be applied in emergencies. All teams to provide 3rd party insurance or signature of disclaimer.</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 reminded that it is their responsibility to ensure that their medical condition is satisfactory for the</p>				

		<p>activity they wish to pursue.</p> <p>Qualified first aider on site at all times. All injuries are reported and monitored.</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 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

<p>Assessment Review Date (as required): 26/05/2021</p> <p>New risk assessment required: Yes / No</p> <p>Completed by (Name):</p> <p>Signature:</p>	<p>Assessment Review Date (as required):</p> <p>New risk assessment required: Yes / No</p> <p>Completed by (Name):</p> <p>Signature:</p>
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Signature: Matt Crane	Date: 26/05/2020
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