

Covid 19 Risk Assessment		Club Upper Hopton C.C.
1	What are the Hazards - Risk of transmission of Covid 19	Prepared By Richard Wood
	Who might be Harmed - Facility users, staff, volunteers, visitors and the wider community	Date 17th July 2020
People Management & Communication		Action Taken By the Club
1	Self-screening of individuals before they arrive at the venue to ensure individuals displaying COVID-19 symptoms or those who should be shielding do not travel or attend.	Email to all members setting out the requirements to screen themselves prior to attendance and what action to take if they display Covid-19 Symptoms. Notices posted at entrances to ground. Email to Away Team day prior to match . Specific statement on members how are in Shielded category.
2	An assessment of user numbers, space capacities, venue circulation and layout planning to maintain social distancing.	Changing Rooms closed other than for Male Toilet use , one in one out. All queuing outside. Pavilion closed other than for Female Toilet and Bar. Entry into into pavilion through main door & exit through fire escape to right of bar. One in one out queuing externally. One way channels for people to stand or walk marked out. No teas or refreshments provided.
3	A plan for where parents and players will sit whilst watching cricket activities.	All chairs and benches removed from the pavilion area. Outfield roped off to create more space for two marked areas for teams to place their bags & equipment , with seating spaced in the area. Spectators not to be admitted to the player area . Similar provision for umpires . All other benches & chairs to be safe spaced around the ground& away from entrances .
4	Signage and communication so that all participants and visitors are aware of the control measures in place and how to act appropriately to minimise the risk of transmission of COVID-19.	Signage at entrances to ground (Two). Notices on Website and on email communication to members
5	Staff and volunteer training to support the implementation of the plan, with suitable training records.	Email Communication to all members likely to be involved in operations , No Staff at our site.
Buildings		Action Taken By the Club
6	Assess ventilation in your building (natural and mechanical) and take appropriate measures to maximise ventilation and minimise risk of transmission.	Doors to changing rooms to remain open (Only used for male toilet) & Club House doors and windows. Score Box to be opened but scorers will be seated outside a suitable table provided such that they can remain socially distanced. Electronic scoring will be used.
7	Assess the maximum occupancy of your rooms at 2m social distancing (or 1m with risk mitigation where 2m is not possible) and establish a suitable circulation system/one-way system. Use signage and floor markings to communicate this.	One person at once allowed to collect drinks at bar. Must stand 1 metre away and wait on marked area. At same time, one person allowed into male or female toilets. One person serving at bar. Therefore, not more than three people allowed in pavilion at any time.
8	Assess the arrangement of seating areas to maintain social distancing and minimise the risk of transmission.	Benches and chairs to be spaced out and hazard tape used on benches warning people to keep space clear. One metre apart on benches.
9	Consider your wet weather plans and describe what actions you will take to maintain social distancing in wet weather.	Away Team will be asked to return to their cars. Unless there is a realistic possibility of play resuming the game should be abandoned. Spectators will have to leave or use brollys .
Social & Hospitality Areas		Action Taken By the Club
10	Plan to solicit and maintain records of your member attendance, customers and visitors - to be maintained for 21 days and then destroyed.	Sheet & pen placed on table outside entrance to pavilion. All those present on match day must register name & contact number.
11	Identification of suitable areas for outdoor service that don't overlap with cricket activity.	No outdoor service will be given.
12	Steps taken to minimise time and the number of people at the bar.	Notice at main entrance stating the policy of one person allowed to wait near bar and one allowed to male/ female toilets.
13	Steps taken to minimise contact points at payment or around the hospitality space.	Staff provided with gloves. Customers encouraged to pay by card using contactless machine.
14	Suitable PPE provision and training for staff and volunteers.	Masks not compulsory for bar staff but will be provided as will disposable gloves and sanitizer . Discussion to be held on cleaning and serving routines
15	Strategy for the safe serving, clearing and cleaning of glassware and tableware.	Plastic Glasses will be used to avoid having to collect and handle the emptys , provide bins so the used glasses can be deposited without touching the bin . Remove all Beer Mats and towels , disposable wipes only to be used.
16	Deep cleaning strategy to minimise COVID-19 transmission risk	Full deep clean of bar area, toilets (In Club House and Changing Room) , all surfaces to be disinfected , doors & handles cleaned down, bar area thoroughly cleaned , All seating to be washed down .
17	Daily cleaning strategy to minimise COVID-19 transmission risk.	Match Days clean of all surfaces & toilets on morning of match. Regular wipe down of door handles & touch points as well as the bar and bar table . Additional clean after completion of play.
18	High-frequency touchpoint cleaning strategy to minimise COVID-19 transmission risk and how you will keep records.	Hour Cleaning Rota for touch points in Club House and Changing Room Toilets . Record to be kept of Who when what was cleaned
Hygiene & Cleaning		Action Taken By the Club
19	Materials, PPE & training that you have provided to your staff & volunteers for effective cleaning	List the materials purchased - Masks, Gloves, Sanitizer , Bleach. Wipes
20	Provision of Hand Washing Facilities with warm water , soap, disposable towels & bin	Hand Washing behind bar & in Toilets. Soap pump pots provided. Hand gel dispensers at all entrances to facility and ground with signage advising use. Hand Sanitizer provided by club for player and Umpire use
Hygiene & Cleaning Continued		Action Taken By the Club
21	Provision of suitable hand sanitizer in locations around the facility to maintain frequent handwashing	Club House Doors, Bar , Bar Table , Changing Room Doors (In & Out) Toilets and at entrances to ground

22	Provision of suitable wipes & hand sanitizer on the field for hygiene breaks	Open kit box to be set up and re-stocked each week . Reserve supplies behind Bar .
Covid 19 Risk Assesment		Club
2	What are the Hazards - Other venue hazards to be considered after temporary closure such as Legionnaire's Disease, fire, electrical safety etc. Who might be Harmed - Facility users, staff, volunteers and visitors	Prepared By
		Date
Preparing Your Buildings		Action Taken By the Club
1	Consider the risk of Legionnaire's disease and carry out necessary work to make your water supply safe for users. Refer to the specific guidance in the document above.	Flush all Aerosols and taps for 2 minutes on morning of match .
2	Check that routine maintenance has not been missed and certification is up to date (e.g. Gas safety, Electrical Safety and Portable Appliance Testing, Fire Safety, Lifts and Heating – Ventilation and Air Conditioning).	Check all is up to date and complete
3	Check that your ground is ready and safe to play. Look at what work is required and how this can be done safely at a social distance.	Ground has been maintained during the break , cut & watered regularly . Ready for play
3	What are the Hazards - Vital First Aid Equipment is not available when needed . First Aiders do not have adequate PPE to carry out first aid when required Who might be Harmed - Facility users, staff, volunteers and visitors	
First Aid		Action Taken By the Club
1	Check that your first aid kits are stocked and accessible during all activity.	First aid kits fully stocked
2	What steps have you taken to improve your first aiders' understanding of first aid provision under COVID-19?	Provide links to websites with this information and require confirmation from first aiders that it has been read & understood
3	If you have an AED then check that it is in working order, service is up to date and that it is available during all activity.	Checked & ready for play.
4	What are the Hazards - Pitches or Outfield Unsafe to Play Who might be Harmed - Players, Officials, Ground Staff	
Preparing Your Ground		Action Taken By the Club
1	Safety checks on machinery, sightscreens and covers.	Machinery has been in regular use through the break, sight screens & covers ready for use.
2	Check and repair of any damage to pitches and outfields.	Wicket & Outfield has been maintained throughout the Break
3	Surfaces checked and watering regime adjusted based on lack of rainfall.	Wicket has been watered when needed , recent wet weather precludes any need for further watering.
5	What are the Hazards - Who might be Harmed -	Use This Section to Identify any Further Hazards Specific to Your Site
Site/Club Specific Risks		Action Taken By the Club
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2		
3		
4		