

Clifton Rangers Youth Football Club take the well-being and safety of all our members very seriously. The football club wish to get our players back to training, football matches and other activities as soon as possible but in doing that we want to be absolutely sure that it is safe to do so. We accept that the risk of exposure to COVID-19 for any members involved in team training sessions, football matches or other team activities is heightened by attending and we undertake to mitigate that exposure risk as best we can.

The football club recognise the current COVID-19 situation is of concern to all members and we accept that not all members will wish to return to football activity at this present time. The attendance of any member of Clifton Rangers Youth Football Club at any training session, football match or team activity is voluntary and we guarantee that your position as a member of our club will not be prejudiced if you wish to step back from club/team activity at this time.

We are putting procedures in place to support the health, well-being and safety of our members whilst they are taking part in club/team training sessions, football matches and activities but would remind everyone that health and safety is everyone's responsibility – that means that we ALL need to fulfil our responsibilities and take care of ourselves and each other during club/team activities.

The club confirm that we will follow Government and Football Association guidance during all club/team training sessions, football matches and activities. The club will run our training sessions, hosting of football matches and any other activities in line with that guidance and in doing so make our training sessions, hosting of football matches and activities as safe to attend as possible. In that regard this COVID-19 Risk Assessment has been produced by Clifton Rangers Youth Football Club for its members.

The Club recognise that as well as undertaking to follow Government and Football Association guidelines in regard to the current risk of COVID-19 that the other safeguarding elements of running a youth football club must be kept in place also. All our training sessions, football matches and activities will be attended by FA DBS accredited football coaches. The FA regulations on coach to player ratios will be fully adhered too.

Indoor Football and indoor Futsal are currently **NOT** permitted and this club will run all training sessions, hosting of football matches and other activities outside in open spaces.

This Health/Safety and COVID-19 Risk Assessment is version 2 and supersedes version 1 (4 July 2020 – 31 July 2020). This version, version 2 of our Health/Safety and COVID-19 Risk Assessment is operable from 1 August 2020. Version 2 is operable until superseded by version 3 (version 3 will be published as and when/if government and FA guidance changes)

TRAINING SESSIONS, FOOTBALL MATCHES AND OTHER ACTIVITIES

All Clifton Rangers Youth Football Club training sessions, football matches and activities will take place outdoors (no indoor training, football match or activity of any kind will be undertaken). Participants at all training sessions, football matches and activities <u>will not exceed 30 in number</u> (this includes players and coaches).

Members of the club (parents/officials/spectators) not involved in, but attending training sessions, football matches and other activities must observe current guidelines on social distancing and keep 2 metres apart at all times. Where possible we ask all parents to remain in their cars during training sessions but remain close enough to the training venue to attend quickly should their child need medical/emotional attention. When the club is hosting or a team is traveling to a football or activity we would ask that 1 parent travels with their child to ease the burden on organisers. On arriving at any venue for a football match or activity parents must adhere to the requests made by the hosts in relation to social distancing.

TRACK AND TRACE INFORMATION

It is the responsibility of the coach or a named designated person for each team to keep accurate records of all persons participating/watching training sessions, organised football matches or activities. The information should be kept for each separate activity until such times the Management Committee of Clifton Rangers Youth Football Club confirm the information can be discarded.

The coach/designated person must before any football match (home or away) pass their details and contact phone number to the oppositions coach/designated person in order that the record of attendees can be obtained by the other team for track and trace purposes. Our Coach or designated person should request the contact information of the other team's coach/designated person prior to the start of the football match to enable us to fulfil our obligations to track and trace.

EMERGENCY CONTACT SHEET

Clifton Rangers Youth FC have an online Emergency Contact Sheet which is operated through 'Google Forms' Each coach/designated person must hold a hard or electronic copy of their Emergency Contact Sheet. The Club must also hold hard or electronic copies centrally.

Emergency Contacts Sheets should be available at all training sessions, football matches or other team activity.

A copy Emergency Contact Sheet should be placed in the team's First Aid Kit to make it accessible to anyone who may need it including the emergency services.

The Emergency Contact Sheet has 2 emergency contacts for each training session/football match/activity participant, the first of which (Contact 1) is the first person to be contacted in an emergency. Contact 2 should be contacted where contact 1 is unavailable. The 'who' is the relationship of the emergency contact to the training session/football match/activity participant, so could be a wife, mother, father, grandparent.

The name and phone number are for that contact only (there cannot be two emergency contacts with the same contact number). The Emergency Contact Form is important as the information is at hand for those leading the training session and for the emergency services if in attendance (a printable Emergency Contact Sheet is attached in the addendums section).

MEDICAL CONDITIONS DECLARATION & COVID-19 CONSENT FORM

All parents/guardians/carers must complete the Medical Conditions Declarations Form and sign it giving their son/daughter consent to train, play football matches or participate in any team activity during the COVID-19 pandemic, the form must be completed and returned prior to a child's attendance at the first activity in which they participate. Whether this information has been supplied previously the form must be completed and that information supplied again.

We need the medical information to help us create the safest training/playing environment we can for all training session, football matches and activities for participants.

Where the Club feel a child's needs cannot be met for whatever reason and we cannot keep them safe during a COVID-19 training session, football match or activity we will ask that child's parent/guardian/carer to make sure the child does not attend any activities until we are confident those needs can be met.

The Club are taking every precaution they can to keep participants safe during our training sessions, football matches and activities but ultimately it is the parent/guardian/carers decision whether their son/daughter attends. By signing the Medical Conditions Declaration & COVID-19 Consent Form parenst/guardians/carers are giving permission for their son/daughter to attend team training sessions, football matches and activities and taking responsibility away from the Club should your son/daughter contract COVID-19; whether the infection was contracted during a team training session, football match, activity or elsewhere.

If a medical condition is not noted on the form coaches cannot plan sessions with that child's condition in mind which could impact on the health and wellbeing of that child. Parents/guardians/carers should complete the form honestly and note even the smallest of medical conditions. The information supplied will only be shared with those who need to know. See addendum section for the form.

VENUE INFORMATION (HOME VENUE)

IMPORTANT INFORMATION: The postcode of the training, football match or activity venue is vital for emergency services as it will allow them to find the training venue quickly. A description of the access point and any obstacles there may be getting to a sick/injured participant/attendee is also critical in helping the emergency services deal with any incident quickly. An adult (preferably) should be asked to stand at the entrance point of a venue to attract the attention of the emergency services as they arrive.

VENUE ADDRESS	POSTCODE
ACCESS DESCRIPTION	
ACCESS OBSTACLES	

IMPORTAQNT INFORMATION: Is there a defibrillator at the training venue and if so where is it? This information is required so the defibrillator can be accessed quickly by anyone in attendance at the training session, football match or activity. If there is no defibrillator on site where is the nearest defibrillator to the training venue, what is the address including postcode, building description and the quickest route?

NO DEFIBRILLATOR AT VENUE –	POSTCODE
NEAREST AND ADDRESS	
BUILDING DESCRIPTION AND QUICKEST	
ROUTE TO DEFIBRILLATOR	
DEFIBRILLATOR AT VENUE – WHERE?	

FA LICENSED COACHES CLUB AND INSURANCE

All coaches should be members of the FA Licensed Coaches Club and insure themselves via the Club. As a member of the FA Licensed Coaches Club you know you have the organisation behind you should anything go wrong. With insurance in place you can be assured you have the funds should you need them for any reason.

As an FA licensed coach, you are required to have Personal Accident and Liability Insurance as part of membership.

https://faccreg.thefa.com/Account/LogOn?ReturnUrl=%2f

INCIDENT REPORT FORM

Any incident or injury at a training session, football match or team activity should be logged for referral purposes no matter how trivial it may seem at the time. Coaches running a training session need to be able to show that all steps required were taken to deal with any incident or injury that occurred during that training session, football match or activity and what the outcomes were. Any safeguarding incidents should be reported to the relevant person whether that be the CWO (incident that can be dealt with internally or a decision to escalate taken by CWO) or where a child is in immediate danger or harm to the police.

COACHES - BEFORE, DURING AND AFTER TRAINING, FOOTBALL MATCHES OR TEAM ACTIVITY

Self-check - If you or anyone in your household has any of the following symptoms you should not be taking a training session or attending a football match/team activity:

A high temperature (above 37.8C)
Developed or have a new continuous cough
Shortness of breath or a sore throat
Loss of or change in normal sense of taste or smell
Feeling unwell

If you are not displaying any of the above then the following should be carried out before, during and after your training session, football match or activity:

All equipment that is going to be used in the training session, football match or activity must be washed and disinfected.

You must travel to the venue on your own or with members of your own household where applicable. There must be no car-sharing with anyone outside your household.

On arrival you must check the venue being used for the training session, football match or activity is fit for purpose. Please check for any loose objects laying around the playing area that may injure a participant and remove those objects (this should be done whether playing a football match home or away). If training at home mark the playing area out in line with the current social distancing guidelines.

As the attendees arrive their attendance should be noted on the attendee register and instructions given to the attendees as to how the training session, football match or activity will proceed, attendees should be asked where possible not to leave the training session, football match or activity for any reason unless they inform you and leave with their parent/Guardian/carer.

If an attendee has additional disability or medical needs, please ensure you have discussed this specifically with the parents/guardians of the attendee (the disability or medical need will have been known to you previously or noted on the Medical form supplied as part of this COVID-19 Health, Safety and Risk Assessment).

During the training session, football match or activity be vigilant and make sure that all onlookers and those supporting the training session (including yourself) keep 2M's apart at all times. Where participants are training and playing football matches which requires physical contact please make sure that hand washing, cleaning of equipment and general hygiene requirements are adhered to (example – no spitting).

When the training session, football match or activity is finished you should ask attendees to leave the venue quickly and not hang back to socialise. You should have the attendees leave the venue in order to avoid any congestion at the exit points. If training, playing a match or providing an activity at a home venue have a one-way system (if possible) to focus attendees attention on the importance of maintaining social distancing.

After the training session, football match or activity and when all attendees have gone you should wash your hands at the earliest opportunity and all equipment should be cleaned and wiped down with a disinfectant again (as you did before the training session, football match or activity). Please maintain a record of the regular cleaning and disinfecting your team equipment that attendees have used.

PARENTS/PLAYERS BEFORE, DURING AND AFTER TRAINING

Self-checks - If you, your child or anyone else in your household has any of the following you should not be attending a training session, football match or team activity:

A high temperature (above 37.8C)
Developed or have a new continuous cough
Shortness of breath or a sore throat
Loss of or change in normal sense of taste or smell
Feeling unwell

You or another adult from the family should travel with your child to the training venue together. There must be no car-sharing with anyone outside your household. Please arrive at the venue at the time and in the manner instructed by the coaches taking the training session, organising the football match or activity. If remaining to watch the training session, football match or activity please make sure you are 2M's apart from all other attendees at all times. If you are able to spectate from your car the club encourage you to do this.

Your child must arrive changed and ready to exercise and having been to the toilet. Should you child need to use the toilet during a training session, football match or activity you should make provision for that if you are in attendance. If you are not in attendance your child should be instructed before you leave on how you wish them to toilet in your absence (there may not be toilets on site).

If your child has additional disability or medical needs, please ensure you have supplied the information on the Medical Form supplied as part of this COVID-19 Health, Safety and Risk Assessment and discussed this specifically with the Club and Coach leading the training session.

(Parent/guardian/carer) If remaining at the training session, football match or activity be vigilant and make sure that you any child(ren) you have attending with you (but not participating) and those supporting the training session, watching the match or activity keep 2M's apart at all times. Make sure that you and your child(ren) wash your hands regularly and do not use any of the training, matchday or activity equipment.

When the training session, football match or activity is finished you should leave the venue quickly and not hang back to socialise. You should leave the training venue with your child(ren) as directed by the coach taking the training session, organising the football match or activity in order to avoid any congestion at the exit points.

After the session you and your child(ren) should wash your hands and remove all clothing worn during the training session, football match or activity as quickly as possible. The clothing should be washed at the earliest opportunity.

<u>ALL</u>

Clifton Rangers Youth Football Club wish to remind all members of the Club that health and safety is everyone's responsibility – that means that we ALL need to fulfil our responsibilities and take care of ourselves and each other during Club activities. This Heath/Safety & COVID-19 Risk Assessment is not exhaustive and we as a Club would welcome any feedback and comment if you feel there are safety measurers that could be added or should be removed.

RISK ASSESSMENT

RISK: RISK PF	RESENT FOR:	MITIGATION OF RISK (how we will try and prevent the exposure to COVID-19)
Exposure to COVID-19 Players, and specific	Coaches, Parents/guardians/carers ctators	 01 Follow Government, FA and Club Guidelines at all times. 02 Observe social Distancing at all times. 03 Do not train, play or attend an activity if you are unwell or have any COVID-19 symptoms. 04 All training sessions, football matches and activities to take place outside (not in a building or enclosed space of any type). 05 Everyone review and understand the Risk Assessment provided by the Club and fulfil any requests/instructions therein prior to the first training session, football match or activity and then at regular intervals after. 06 Training sessions, football matches and activities should not have more than 30 participant in total. Not including supporters socially distanced. 07 Provisions of a clearly marked rest area for each participant 2M's away from all other participant/coach areas when there is a break in the activity.

		 08 Signage where required to guide people and remind them of the training session, football match or activity social distancing requirements. 09 Training, provision of football matches and activities of relevant age groups only – Training of players who understand social distancing only.
Lack of Social distancing when attendees are arriving/leaving training sessions, football matches or activities	Players, Coaches, Parents/guardians/carers and spectators	 01 Parents/participants to be advised of individual arrival times. If early to remain in the car (or if on foot) away from the training session, football match or activity entry point) until allocated arrival time. 02 Club/Coach to give clear advice on where the training session, football match or activity is taking place and where to enter the venue a minimum of 48 hours prior to the training session, football match or activity. 03 Parents/participants to be advised of the training session, football match or activity end time and how/when each attendee should leave the venue. 04 Coach(es) to be the last to leave the venue after checking all attendees have departed safely. Coach(es) or designated person to make sure that track and trace information is completed and available if required.

Contact with other players/coaches, parents and spectators during training sessions, football matches and activities	Players, Coaches, Parents/guardians/carers and spectators	 01 Players, Coaches, parents/guardians/carers and spectators must understand social distancing guidelines and implement them at all times during the training session, football match or activity. 02 Players and coaches to stay within their designated rest area at all times during breaks in activity. 03 Players only to leave their designated rest area after breaks in activity when permitted/advised to do so by the coach. 04 No physical contact at training, during a football match or activity is allowed between coaches and players. Coaches should be socially distanced from players at all times. Players are able to have physical contact only during football matches (whether at training or an organised game versus another football team)
Contact with OTHERS footballs, training/playing equipment and personal possessions as part of a training session, football match or activity	Players and Coaches	 01 Players only use the football(s) and training equipment allocated to them for a training session. Players to handle a football during a football game only when necessary. If a football match is played as part of a training session kick ins should be used instead of throw-ins. 02 Players to bring hand wash/wipes and disinfectant to training, football matches and activities to enable regular cleaning of hands and their own equipment/personal items. On arrival/departure all equipment and personal items belongings to players should be washed/cleaned by the player.

		 O3 Coach(es) to arrive 30 mins before all other participants to training sessions, football matches and activities (where possible) to prepare for the training session, football match or activity. O4 Players and Coaches to bring their own drinks/snacks and place them in their rest area. Drinks/snack breaks to be taken with social distancing in mind. All players and coaches must remain in their rest area during any breaks in activity.
Movement of players and coaches between activity at training, during football matches and other activities.	Players and coaches	01 Players to have their own rest area marked out and all equipment and personal belongings needed for ALL football activity must be Placed in that individuals rest area on arrival. UNDER NO CIRCUMSTANCES SHOULD PLAYERS BE MOVING BETWEEN REST AREAS.
Coaches/players coming into contact with others during training sessions, football matches and other activities	Players, coaches, parents/guardians/carers and spectators	 01Coaches to maintain 2M social distancing at all times. Players to maintain 2M social distancing during rest periods 02 Coaches/players should not enter another coaches/players rest area, or enter an area where a parent/spectator is watching the training session, football match or team activity unless they are a member of the same household. 03 The coach should have no physical contact with players, other coaches or parents/guardians/carers spectators unless dealing with an injury (see guidance).

Needing to go to the toilet during training, football matches or other activities	Players, coaches and parents/guardians/carers	01 All attendees should go to the toilet before leaving home in an effort to prevent needing to go during the training session, football match or activity (we need to be mindful that many venues will have no facilities open).
		02 If toilet facilities are available at the venue these should be used keeping within social distancing guidelines. All surfaces that may be touched within the toileting area should be washed down before and after going to the toilet. Players should be given permission by the coach to leave their rest area and join their parent/guardian/carer who will take them to the toilet.
		03 If there are no toilet facilities at the training venue players should be given permission by the coach to leave their rest area and join their parent/guardian/carer who will take whatever action they deem necessary to allow the player to go to the toilet.
		04 If there are no toilet facilities at the training venue and a player has no parent/guardian/carer in attendance that player should wait until collection by a parent/guardian/carer before going to the toilet. If the player has to leave training, a football match or activity early that must happen.
		05 If a coach needs to go to the toilet, he/she must make sure there is adequate supervision of the participants before leaving those participants to go to the toilet. The coach should do so keeping within social distancing guidelines.

		06 If a parent/guardian/carer needs to go to the toilet they should do so keeping within social distancing guidelines.
A player gets an injury/falls ill during a training session, football match or activity	Players, coaches and parents/guardians/carers	01 Should a player get injured or fall ill during training, a football match or other team activity the coach should consider the steps required to deal with that injury/illness whilst keeping socially distanced (if possible). If the player needs immediate attention and there is no alternative to the coach dealing with the injury/illness then the coach should deal with the incident wearing full PPE. Coaches should be familiar with the current guidelines on treating injuries and illness during COVID-19 training. 03 Where a parent/guardian/carer is present they should deal with the incident and make a decision on the action to be taken. 02 Where an injury/illness is serious the medical services should be called.



CLIFTON RANGERS YOUTH FOOTBALL CLUB COVID-19 TRAINING, FOOTBALL MATCHES & ACTIVITIES: ATTENDEES FORM

TEAM 1	TEAM 2
COACHES	
COACH 01	COACH 02
COACH 03	COACH 04
COACH 05	COACH O6
PLAYERS	
PLAYER 01	PLAYER 02
PLAYER 03	PLAYER 04
PLAYER 05	PLAYER 06
PLAYER 07	PLAYERO 8
PLAYER 09	PLAYER 10
PLAYER 11	PLAYER 12
PLAYER 13	PLAYER 14
PLAYER 15	PLAYER 16
PLAYER 17	PLAYER 18
PLAYER 19	PLAYER 20
PLAYER 21	PLAYER 22
PLAYER 23	PLAYER 24
PLAYER 25	PLAYER 26
PLAYER 27	PLAYER 28
PLAYER 29	PLAYER 30



CLIFTON RANGERS YOUTH FOOTBALL CLUB COVID-19 TRAINING, FOOTBALL MATCH & ACTIVITY: EMERGENCY CONTACTS FORM

TEAM 1	TEAM 2
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COACH	CONTACT 1	CONTACT 2	COACH	CONTACT 1	CONTACT 2
COACH NAME	WHO	WHO	COACH NAME	WHO	WHO
	NAME	NAME		NAME	NAME
	MOBILE	MOBILE		MOBILE	MOBILE
COACH NAME	WHO	WHO	COACH NAME	WHO	WHO
	NAME	NAME		NAME	NAME
	MOBILE	MOBILE		MOBILE	MOBILE
COACH NAME	WHO	WHO	COACH NAME	WHO	WHO
	NAME	NAME		NAME	NAME
	MOBILE	MOBILE		MOBILE	MOBILE

PLAYER	CONACT 1	CONTACT 2	PLAYER	CONTACT 1	CONTACT 2
PLAYER NAME	WHO	WHO	PLAYER NAME	WHO	WHO
	NAME	NAME		NAME	NAME
	MOBILE	MOBILE		MOBILE	MOBILE
PLAYER NAME	WHO	WHO	PLAYER NAME	WHO	WHO
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PLAYER NAME	WHO	WHO	PLAYER NAME	WHO	WHO
	NAME	NAME		NAME	NAME
	MOBILE	MOBILE		MOBILE	MOBILE

PLAYER	CONACT 1	CONTACT 2	PLAYER	CONTACT 1	CONTACT 2
PLAYER NAME	WHO	WHO	PLAYER NAME	WHO	WHO
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	NAME	NAME		NAME	NAME
	MOBILE	MOBILE		MOBILE	MOBILE





CLIFTON RANGERS YOUTH FOOTBALL CLUB COVID-19 TRAINING, FOOTBALL MATCH & ACTIVITY:

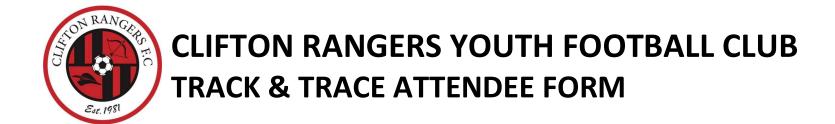
PLATERS NAME AND ADDRESS	MEDICAL CONDITIONS/ALLERGIES AND CURRENT MEDICATION
TEAM/AGE GROUP	
PARENT/GUARDIAN/CARERS NAME AND ADDRESS	
TELEPHONE NUMBER: EMAIL ADDRESS:	
I agree to my son/daughter taking part in the activities of the club during the COVID-19 Pandemic.	ANYTHING ELSE YOU FEEL WE SHOULD KNOW
I confirm to the best of my knowledge that my son/daughter does not suffer from any medical condition other than those listed here.	
SIGNED:	
DATE:	

VENUE INFORMATION FORM

VENUE ADDRESS			POSTCODE
ACCESS DESCRIPTION			
ACCESS OBSTACLES			
NO DEFIBRILLATOR AT			
NEAREST DEFIBRILLATO	R AND ADDRESS		
BUILDING DESCRIPTION ROUTE TO DEFIBRILLAT			
DEFIBRILLATOR AT VEN	UE – WHERE?		



INCIDENT REPORT FORM		
INCIDENT REPORT OR IN		
DATE OF INCIDENT/INJURY:	TIME	WHERE:
DETAILS (please continue on the back of this sheet if	required):	
Please forward a copy of this incident report form to C	lub Welfare Officer Simo	n Wells and keep a copy for your records



TRAINING SESSION/MATCH/ACTIVITY INFORMATION				
ACTIVITY (TRAINING/MATCH/OT	HER)	LENGTH OF ACTIVITY (HOURS/MINUTES)		
VENUE ADDRESS		L.		
DATE OF ACTIVITY:	COACH/DESIGNATED PERSO	N NAME:		
	MOBILE PHONE NUMBER:	MOBILE PHONE NUMBER:		
	EMAIL ADDRESS:	EMAIL ADDRESS:		

ATTENDEES/CONTACT PH	ONE NUMBER	
01	02	
03	04	
05	06	
07	08	
09	10	
11	12	
13	14	
15	16	
17	18	
19	20	
21	22	
23	24	
25	26	
27	28	
29	30	

PRINTING INFORMATION

WHEN PRINTING THE FORMS REQUIRED FOR TRAINING, FOOTBALL MATCHES AND CLUB ACTIVITIES PLEASE USE THE FOLLOWING NUMBERS WHEN SELECTING THE PRINTING PAGES

PAGE 13 COVID-19 TRAINING, FOOTBALL MATCH AND ACTIVITY – ATTENDEES

PAGES 14/15 COVID-19 TRAINING, FOOTBALL MATCH AND ACTIVITY - EMERGENCY CONTACT FORM

PAGE 16 COVID-19 TRAINING, FOOTBALL MATCH AND ACTIVITY – MEDICAL FORM

PAGE 17 COVID-19 TRAINING, FOOTBALL MATCH AND ACTIVITY – VENUE INFORMATION FORM

PAGE 18 COVID-19 TRAINING, FOOTBALL MATCH AND ACTIVITY – INCIDENT REPORT FORM COVID-19 TRAINING, FOOTBALL MATCH AND ACTIVITY – TRACK AND TRACE FORM

DISCLAIMER

This Health, Safety and Risk Assessment guidance is for general information only and does not constitute legal advice or replace any Government, FA or PHE advice; nor does it provide any specific commentary or advice on health-related issues.

Parents/guardians/carers and coaches should, therefore, ensure that they seek independent advice from medical practitioners, or healthcare providers, prior to any return to football activity if they have any concerns.

VERSION 02 - 26-07-2020 - PRESENT