



# COVID-19 Return Plan & Risk Assessments

## Roade Football Club



### COVID-19 Officers for Roade Football Club

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**Issue Date:** Rev G 28/03/21

**Review date:** monthly (or sooner in response to rule changes)



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## 1. Introduction:

The UK continues to experience a public health emergency as a result of the COVID-19 pandemic. As such, it is critical that businesses, such as Roade FC, take a range of measures to keep everyone safe.

We need to ensure staff, players, customers and other users stay safe during this pandemic, ensuring as many people as possible comply with social distancing guidelines (2m, or 1m with risk mitigation where 2m is not viable)

The legal stuff - Failure to complete a risk assessment which takes account of COVID-19, or completing a risk assessment but failing to put in place sufficient measures to manage the risk of COVID-19, could constitute a breach of health and safety law. The actions the enforcing authority can take include the provision of specific advice to employers to support them to achieve the required standard, through to issuing enforcement notices to help secure improvements. Serious breaches and failure to comply with enforcement notices can constitute a criminal offence, with serious fines and even imprisonment for up to two years. There is also a wider system of enforcement, which includes specific obligations and conditions for licensed premises.

**Staying COVID-19 Secure in 2020**  
We confirm we have complied with the government's guidance on managing the risk of COVID-19

**FIVE STEPS TO SAFER WORKING TOGETHER**

- ✓ We have carried out a COVID-19 risk assessment and shared the results with the people who work here
- ✓ We have cleaning, handwashing and hygiene procedures in line with guidance
- ✓ We have taken all reasonable steps to help people work safely from a COVID-19 Secure workplace or work from home
- ✓ We have taken all reasonable steps to maintain a 2m distance in the workplace
- ✓ Where people cannot keep 2m apart we have ensured at least a 1m distance and taken all the mitigating actions possible to manage transmission risk

Signed on behalf of employer \_\_\_\_\_ Employee representative signature \_\_\_\_\_  
Employer \_\_\_\_\_ Employee name \_\_\_\_\_ Date \_\_\_\_\_

Who to contact: \_\_\_\_\_ Your Health and Safety Representative  
(or the Health and Safety Executive at [enforcement@hse.gov.uk](mailto:enforcement@hse.gov.uk) or 0300 300 500)

- Businesses must keep records of staff working patterns and customers for a period of 21 days to assist NHS Test and Trace contain clusters or outbreaks.
- To prevent the spread of the virus, there are legal limits in place on how many people someone can spend time within a social group at any one time, indoors and outdoors. The specific rules change frequently and **the current roadmap out of national lockdown is subject to change at short notice**. The most up-to-date and comprehensive information is available at <https://www.gov.uk/coronavirus> and this should be checked at least weekly, along with guidance from the FA at <https://www.thefa.com/about-football-association/covid-19>



## **2. Current Roadmap out of National Lockdown:**

### **29 March 2021 (Step 1)**

**Social contact:** The evidence shows that it is safer for people to meet outdoors rather than indoors. Outdoor gatherings (including in private gardens) of either 6 people (the Rule of 6) or 2 households will also be allowed, making it easier for friends and families to meet outside.

**Business and activities:** Outdoor sports facilities such as tennis and basketball courts, and open-air swimming pools, will also be allowed to reopen, and people will be able to take part in formally organised outdoor sports.

**Travel:** The 'stay at home' rule will end but many restrictions will remain in place. People should continue to work from home where they can and minimise the number of journeys they make where possible, avoiding travel at the busiest times and routes.

### **12 April 2021 (Step 2)**

**Hospitality venues will be allowed to serve people outdoors at Step 2 and there will be no need for customers to order a substantial meal with alcoholic drinks and no curfew, although customers must order, eat and drink while seated ('table service'). Wider social contact rules will apply in all these settings to prevent indoor mixing between different households.**

### **17 May 2021 (Step 3)**

**Most legal restrictions on meeting others outdoors will be lifted - although gatherings of over 30 people will remain illegal. Indoors, the Rule of 6 or 2 households will apply.**

**Business and activities:** Most businesses in all but the highest risk sectors will be able to reopen. In all sectors, COVID-Secure guidance will remain in place and businesses may not cater for groups bigger than the legal limits. Indoor hospitality will reopen - and as in Step 2, venues will not have to serve a substantial meal with alcoholic drinks; nor will there be a curfew. Customers will, however, have to order, eat and drink while seated.

### **21 June 2021 (Step 4)**

**The government hopes to be in a position to remove all legal limits on social contact.**



### 3. FA’s Latest Guidance for Grassroots Football:

#### 29 March 2021 (Step 1)

**Travel:** The Government guidance on travel is that the ‘stay at home’ rule will end on 29 March, but many restrictions will remain in place. As organised sport can resume, all participants may travel to games but should avoid travel at the busiest times and routes, as well as minimising any unnecessary journeys where possible. All participants must follow the Government’s guidance on safer travel.

**Changing rooms:** Changing rooms cannot be used as part of step one in the roadmap out of lockdown and must remain shut. Toilets will be allowed to open, 30 minutes before and 30 minutes after training and/or matches. All government guidance on hygiene and social distancing measures must be followed.

**Spectators:** No spectators are allowed at grassroots football as part of step one of the Government’s roadmap. One parent or guardian per child is permitted, where clubs and facilities can safely accommodate this and following all appropriate guidance.

It's extremely important that clubs, players, coaches, match officials, league officials, volunteers, parents, carers, and facility providers continue to strictly follow both the UK Government's latest guidance on COVID-19 and respective bespoke guidance documents from the FA. Any incidents of non-compliance will be reported to the local County Football Association.

		STEP 1		STEP 2	STEP 3	STEP 4
		8 <sup>th</sup> March	29 <sup>th</sup> March	No earlier than 12 <sup>th</sup> April	No earlier than 17 <sup>th</sup> May	No earlier than 21 <sup>st</sup> June
UPDATE	Schools return, including play for school-age children as part of educational provision and wraparound care – following DfE guidance.	Outdoor grassroots football returns – following all FA guidance. No spectators. No changing rooms. No hospitality.	Indoor football for under 18s returns – subject to Government approval.  Socially-distanced spectators permitted - in accordance with Government guidelines.  Changing rooms can be used – following strict Covid-19 protocols.  Outdoor food and drink allowed – following the rule of six or two households.	Organised indoor football returns – subject to Government approval.  Socially distanced spectators permitted - in accordance with Government guidelines.  Changing rooms can be used – following strict Covid-19 protocols.  Indoor food and drink allowed – following the rule of six or two households.	No legal limits on gathering.  Larger events allowed.	



#### **4. Statement of Intent:**

The purpose of this document is to provide the necessary mitigations to enable the return of competitive recreational football at Roade Football Club, together with the opening of the clubhouse / bar / changing facilities.

The framework we outline below is designed to minimise the COVID-19 transmission risk whilst taking part in recreational team sport and enable participants to make an informed decision about their own risk.

Particular consideration needs to be given to children and young people under the age of 18 and vulnerable adults who may be less able to understand or maintain social distancing discipline.

All recreational clubs are required to develop a written COVID-19 plan and risk assessment prior to activity.

Preparation must include those in charge of the session taking part in specific training, as necessary, and participants being asked to consider if their underlying health, may caution against participation.

All of the above documents must be issued to all coaches, assistant coaches and welfare officers, volunteers and staff affected.



## 5. Practical Guide - Procedures for Training & Matches

### Practical Guide in Brief:

- All participants (players, coaches, club and match officials, volunteers, spectators etc.) should check for symptoms of Covid-19.
- If an individual is symptomatic and/or living in a household with a possible Covid-19 infection they should remain at home and follow Government guidance. In addition, any participants who have been asked to isolate by NHS Test and Trace because they are a contact of a known Covid-19 case, must not exercise with others.
- All players arrive in kit.
- **Register kept by team manager (or nominated person) of players, officials, other volunteers. Ensure away team provide a register of their players, officials, volunteers. Any person (e.g. spectator where allowed) not included in this register must scan one of the NHS QR code posters that are displayed around the site to ensure compliance with the NHS Test and Trace system.**
- **Safety briefing to be provided before the commencement of any fixture by the Covid-19 officer or team manager (if Covid-19 officer unavailable). This briefing to remind both sets of players and officials about their responsibilities in complying with the Code of Behaviour (below)**

#### CODE OF BEHAVIOUR

A resumption of contact play is only achievable if those involved create and maintain a controlled environment that minimises the threat of infection.

Risk in sport cannot be completely eradicated but with caution and care these risks can be reduced.

Each player will need to decide when to return to contact football, based on their own circumstances and the arrangements that have been put in place for a safe return. This is particularly the case for players from BAME communities or those with underlying health conditions.

All those returning to competitive grassroots football must adopt the following code of behaviour:

- **Be aware of your own personal health.** If you show any of the Covid-19 symptoms you must stay at home, inform NHS Test and Trace and seek medical advice.
- **Be responsible.** Read the guidance provided by The FA and by your club so that you are aware of the changes to the game and what is expected of you. This will include things like being prepared to wash your own kit, bringing your own labelled water bottle and being aware of changes to meet-up times.
- **Practise good hygiene.** Wash your hands regularly and before, during and after a game.
- **Maintain social distancing.** This won't always be possible in a competitive match environment (for example when tackling an opponent) and that is acceptable. However, before, and after a game you should maintain social distancing.
- **Face coverings.** Unless you have an exemption, face coverings are mandatory for all staff in retail/hospitality outlets (e.g. a clubhouse). This also applies to users of the facility, except when seated at a table to eat or drink.
- **Support NHS Test and Trace.** You will be asked to provide your details so that in the event of a Covid-19 outbreak those potentially infected can be traced. This is to everyone's benefit so please co-operate.
- **Do not spit.** Spitting and the rinsing out of mouths is now a recognised risk to health and must not be done. Avoid shouting or raising your voice if face to face with other players.
- **After the game.** Be aware that other users may be waiting to use the facilities. Follow all advice if using changing rooms and showers.



- Any written registers to include name, contact details (telephone or email), time in / out. Records kept for 21 days by team manager.
- All equipment to be disinfected before use – balls, corner flags, goal posts, spectator barriers etc
- No sharing of drinks bottles or items of kit.
- Players to maintain social distancing when not playing e.g. pre-match, half-time, and post-match team talks. No pre-match or post-match handshakes.
- Players to refrain from spitting. Use upper sleeve for coughing/sneezing.
- Spectators to be reminded of social distancing requirements – use of cones 2m apart will aid with distancing. **No spectators during Step 1 of the roadmap out of national lockdown**
- For balls entering the spectator zone, these should be kicked rather than thrown back (otherwise disinfection / replacement ball required)
- Changing pavilion (used sparingly) - 6 per changing room, one-way system in pavilion with entry via porch and exit via fire escape. Register of all users. **No use of changing rooms during Step 1 of the roadmap out of national lockdown (except in emergency situations or use by disabled participants)**
- Disabled toilet open for all, 1 in 1 out. **During Step 1 of the roadmap out of national lockdown, toilets will be allowed to open, 30 minutes before and 30 minutes after training and/ or matches**
- Half-way line tuck shop - serving hatch to be window outside, queuing orderly line, cones indicating 2 metre distance. **Not to open during Step 1 of the roadmap out of national lockdown.**
- Sanitiser available on entrance and exit for toilets, on table outside front door of changing pavilion and further supplies with each manager.
- Parking of cars – car park and street parking primarily. Where conditions allow, use of grass area towards/near containers and main pitch dug outs to spread out parking and relieve congestion.
- Football matches and training procedures to follow the latest (regularly updated) FA Guidelines - test and trace compliance a must. Details at <https://www.thefa.com/about-football-association/covid-19>

**Practical Guide in Detail:** RFC Juniors and Youth Friendly and Competitive Matches Guidance (appendix 3) provides a more detailed guide to ensure training and matches are carried out in a COVID secure and compliant manner. FA Football Activity Guidance also included (appendix 4).



## 6. Practical Guide – Procedures for Clubhouse/Bar

### Practical Guide in Brief:

- Clubhouse and bar are not open during Step 1 of the roadmap out of national lockdown.
- During Step 2 of the roadmap out of national lockdown, drinks (including alcoholic drinks) and/or food can be served to people seated outdoors using 'table service' only.
- Register of all users for NHS Test and Trace compliance at entrance - completed with name, contact details, time in / out. Note: NHS QR code posters are displayed at the entrance as an alternative way for users / visitors to 'check-in'.
- Face covering to be worn by customers on arrival and whenever they are not seated indoors e.g. entering, exiting and toilet visits. Face coverings to be worn by staff at all times.
- Sanitiser available at multiple locations, including entry and exit points.
- Tables pushed together to make a 4-seater with the option to add 2 more seats for 6 people maximum. No tables to be moved from set positions.
- Yellow distance tapes between each table. Clear signage on tables and walls regarding hygiene and social distance requirements.
- One way system for entering and leaving, entry and exit doors to the lounge clearly marked (and doors or windows kept open for air circulation).
- Ordering and receipt of drinks and food at tables only i.e. table service. Ensure customers remain seated, except when using toilet or leaving. Customers encouraged to use outdoor seating area on patio or grass area.
- No standing or ordering at the bar.
- Regular cleaning of the toilets and frequent contact areas e.g. bar surfaces, card machines, door handles, tables etc.
- Drinks served in single-use plastic glasses only. Food (if served) also single-use plates etc. Contactless payment advertised as the preferred option.
- All windows in clubhouse to be open generating fresh air in the building.
- No music or shouting. Controlled movement inside e.g. toilets – 1 in 1 out
- Maximum of 2 staff behind the bar. PPE available for the safety of staff.
- Enforcement of maximum indoor capacity – 36 customers and 2 staff. Away team players and officials to use outdoor seating – weather permitting.



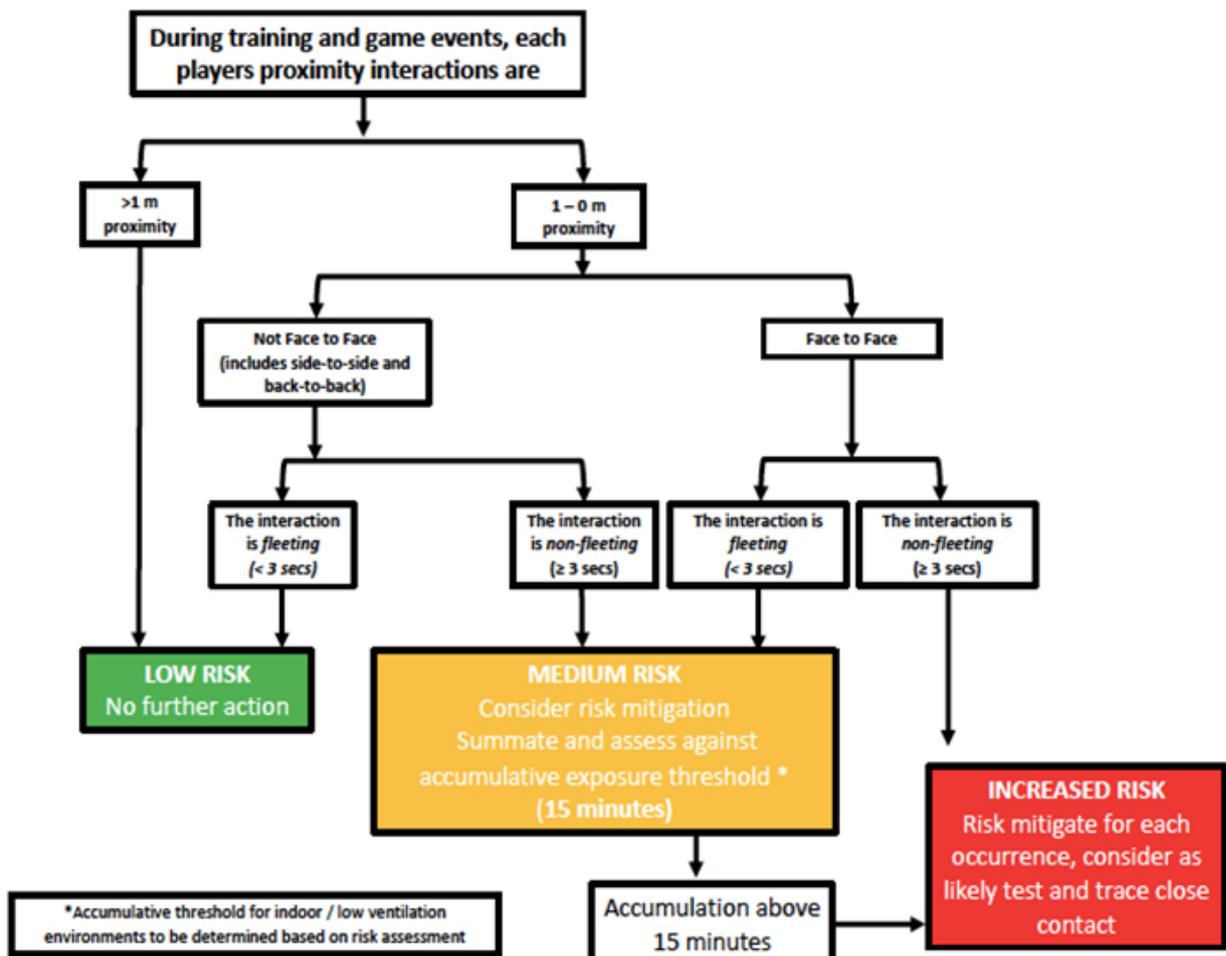
## 7. Signing in / out sheets (visitors to premises & participants)

Note: separate sheets are required for participants / players as CLOSE CONTACT IS EXPECTED during play.

Other visitors to the premises e.g. staff, spectators or users of the clubhouse/bar and changing pavilion will be expected to social distance by 2 m (or 1m with mitigations, where 2m is not viable). They still need to register, either using a signing in book or via the NHS QR code posters displayed at the entry to buildings and around the club's pitches.

Staff rota / shift pattern to be recorded.

A team sports risk exposure framework to inform risk mitigation strategies and support test and trace





## SIGN IN & OUT

**Please sign in below to assist NHS Test and Trace procedures.**

Please notify the club at your earliest convenience if you or anyone in your household / bubble develop COVID19 symptoms over the coming 7 days.

Contact: **Peter Lowe (Treasurer) & Nick Powell (Football Secretary)**

Tel: **07747xxxxxx (Peter Lowe); 07985xxxxxx (Nick Powell)**

Email: **roadefc@me.com**

### ***IMPORTANT NOTE:***

No-one should leave home to participate in sport if they, or someone they have been in close contact with (household / bubble), has symptoms of COVID -19.

Players, officials, volunteers and spectators must undergo a self-assessment for any COVID-19 symptoms before entering these premises / site. You are signing below to confirm that you have not been exposed to and do not currently have any of the COVID19 symptoms, recognised as any of the following:

- A high temperature
- A new, continuous cough
- A loss of, or change to, sense of smell or taste

***These records must be kept for 21 days***

	<b>Name</b>	<b>Signature</b>	<b>Contact details inc. Telephone &amp; Email</b>	<b>Time in</b>	<b>Time Out</b>



## 8. COVID-19 Procedure – Compliance & Monitoring checklist

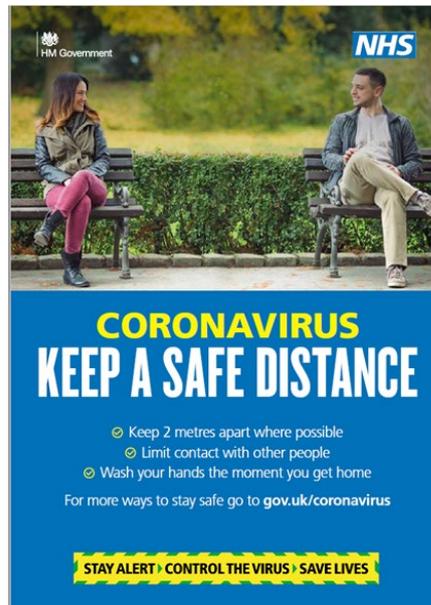
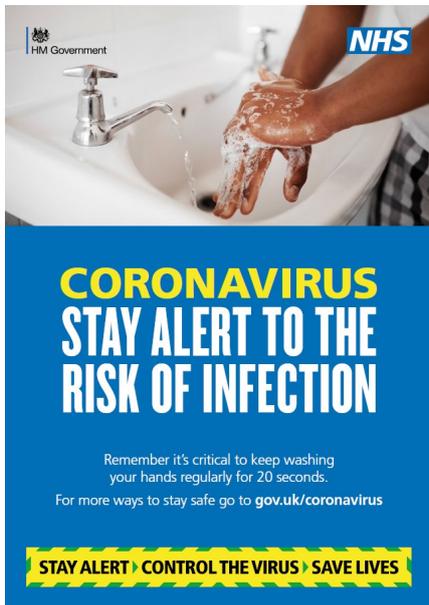
Completed By:

Date:

Time:

	Check	Yes No	Further actions required / comment	By who	Who has been notified	Action completed by who / date
1.	Are people completing the attendance register					
2.	Adequate stock of sanitiser for the coming week					
3.	Adequate stock of cleaning materials for the coming week					
4.	Is cleaning being carried out to a high standard in premises inc. clubhouse / bar / changing rooms					
5.	Are changing rooms being used correctly					
6.	Are games being played in line with COVID19 guidance for grassroots football?					
7.	Etc.....		Add to this with items to check.....			
8.	Information to be fed back at committee meetings					

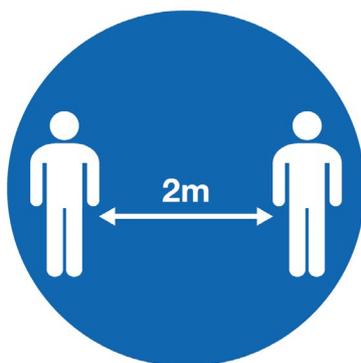
## 9. Posters & Signage



*Please Stay Alert*

COVID-19 is...

- transmitted between people through respiratory droplets
- transmitted through contact with contaminated surfaces

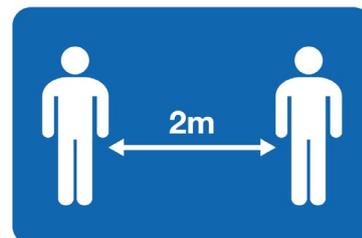


**Keep your distance!**  
Please observe social distancing advice



**Please use Hand Sanitiser**

**Please Queue Responsibly**



**Maintain a distance of 2m from others**

In addition, clear signage (e.g. for one-way systems) to manage entry, parking arrangements, traffic flow and general movement around the club's site which ensure social distancing can be maintained.



# Risk Assessments / Appendices for COVID-19 Return Plan Roade Football Club

- 1. RFC Return to Grassroots Football Risk Assessment**
- 2. RFC Use of Clubhouse & Hospitality facilities Risk Assessment**
- 3. RFC Juniors and Youth Friendly and Competitive Matches Guidance**
- 4. FA Football Activity Guidance**
- 5. RFC Example Pre-Match Communication (Email) to Opposition**

## **Covid19 Officer for Roade Football Club**

**Name:** Peter Lowe (Treasurer) & Nick Powell (Football Secretary)

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## **Controls:**

**NOTE:** The Government's guidelines on social distancing refer to 'one metre plus', which is defined in "two metres or one metre with risk mitigation where two metres is not viable".

Mitigations could include, making sure people face away from each other, handwashing facilities, minimising the amount of time spent with people outside your household or bubble, and being outdoors.

### **1. Travel to and from the site:**

Where possible people attending the facility should travel to site alone using their own transport & avoid vehicle sharing where possible.

Where individual travel cannot be achieved, avoid mixing personnel between vehicles and travel with the minimum number of people possible. You can travel with people from your household or bubble.

Ensure hand cleaning facilities at entrances (and exit) from the site/premises. This should be soap and water wherever possible or hand sanitiser if soap and water are not available.

### **Do Not attend if:**

#### **- Self isolating:**

Anyone who either has a high temperature or a new persistent cough or a loss of, or change in, their normal sense of taste or smell or is within 14 days of the day when the first member of their household / bubble showed symptoms of Coronavirus (Covid-19); or has been contacted by the NHS Test & Trace Service, should not come to site, but must follow the guidance on self-isolation.

#### **- Person at increased risk:**

Anyone who is at increased risk of severe illness from Coronavirus (Covid-19) is strongly advised not to attend and should be particularly stringent about following social distancing measures.

#### **- Persons defined on medical grounds as extremely vulnerable**

Anyone identified as extremely vulnerable will be advised by their health authority and must follow the guidance on shielding and protecting extremely vulnerable people.

#### **- Living with a person in one of the above groups**

Anyone living with a person who is at increased risk of severe illness, or an extremely vulnerable person who is shielding from Coronavirus (Covid-19), should stringently follow the guidance on social distancing and minimise contact outside the home.

### **2. Arrival at venue**

Limit the time spent congregating at a venue before activity begins. Meet-up times should reflect this. This includes arriving changed and ready to begin the warmup., Exceptions may be made where safety and safeguarding measures require this, for example supporting disability athletes with minimum time spent waiting or in changing rooms

### **3. Social distancing in play**

Adhere to social distancing throughout warm-ups and avoid equipment sharing.

Avoid unnecessary breaking of social distancing such as pre-game handshakes, face-to-face confrontation with opponents and officials, and scoring celebrations



#### **4. Social distancing during breaks and post-game**

All participants must remain socially distanced during breaks in play with spaced areas for equipment and refreshment storage for everyone including officials and substitutes.

Coaching staff and substitutes should spread out and avoid sharing a dug out or bench if social distancing cannot be observed.

Water bottles or other refreshment containers should in no circumstances be shared. Participants are advised to bring their own, in a labelled or highly distinguishable container.

After activity participants must maintain government mandated social distancing for social interaction. This includes in the clubhouse facilities.

#### **5. Use of equipment**

The sharing of equipment must be avoided where possible. Where equipment is shared, equipment must be cleaned i.e. disinfected before use by another person.

Where kit absolutely has to be shared or kept together (for example last minute stand-in players, shortage of kit, or an essential club function), each person handling it must wash or sanitise their hands immediately after.

The kit will be placed in three separate laundry bags provided within the changing facility 1. Socks; 2. Tops, 3. Shorts. The tied bags will then be dropped at Jeans back door for laundering. Jean can choose to leave the bags for 72 hours prior to laundering for further risk reduction. Wear gloves when handling the dirty kit/ wash hand thoroughly after.

Equipment used both during training and competition phases of sport can act as fomites, a vehicle for carrying the virus, and therefore impacting on the transmission of COVID-19 between individuals.

Balls are considered to be the primary fomite, shared between players and managers/coaches during warm up and play.

The ball will be wiped with disinfectant wipes before, during and after play and the wipe appropriately disposed of in a bin.

Cleaning during play might occur if for instance a ball goes out of play and is replaced by another clean one, or if a ball is handled by a spectator. Clothing might be changed at half-time. Equipment might be used every 3 days to allow viral decay

The benefits of hand hygiene to protect individuals and equipment are substantial –routine hand sanitising breaks will be incorporated into play by team managers, in a similar fashion to water breaks. This is anticipated to be:

- Pre start
- Mid way through first half
- Half Time
- Mid way through second half
- Prior to extra time
- Post match.

#### **6. Ball transfer**

Where a common ball needs to be handled by multiple players (e.g. football) a plan to reduce this risk will involve disinfect wiping the ball routinely and frequently and leaving balls for 72 hours between usage by another person.

#### **7. Match officials, medics and coaches**



Match officials must remain socially distanced from players where possible during play.

#### 8. Adherence to measures

Match officials will be empowered to ensure measures are adhered to through appropriate sanctions  
Code of behavior is to be adopted and enforced by the club and everyone holding a duty holder role / responsibility

The plans put in place to control spread of COVID-19 need to be managed and enforced.

They need to be communicated to all those affected and monitored for their effectiveness. Procedures and risk assessment must be reviewed in line with government guidance

#### 9. Shouting

There is an additional risk of infection in close proximity situations where people are shouting or conversing loudly. This particularly applies indoors and when face to face. If possible, players should therefore avoid shouting or raising their voices when facing each other during, before and after games.

#### 10. Injury treatment

Injuries during play should still be treated as participant wellbeing is utmost. The best way to protect yourself and others is through rigorous cleaning, personal hygiene and regular hand hygiene. An increased frequency of cleaning and disinfection of all surfaces and equipment, using standard household cleaning and disinfection products, is recommended. Face coverings are also advisable when undertaking treatment.

After contact with an injured participant, clean your hands thoroughly with soap and water or alcohol hand sanitiser at the earliest opportunity. This advice is applicable to all situations, regardless of whether there was close contact or the minimum social distancing was maintained. Avoid touching your mouth, eyes and nose. Physios or their equivalent, should keep a record of each participant they have come into contact with for track and trace purposes.

#### 11. Spectators

Supporters, parents, and other spectators to remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six person gathering limits and spread out, in line with wider government guidance. Signage and/or cones to be used to demark distances. **No spectators during Step 1 of the roadmap out of national lockdown**

#### 12. Movement on site

Entry and exit points to be identified and parking arrangements to venues that ensures social distancing can be maintained.

Display the appropriate signage to facilitate at all points throughout the facility and car park.  
outline socially distanced areas for teams, officials and spectators.

#### 13. Changing rooms and showers

Away team players should arrive changed and shower at home, unless there are extenuating circumstances.  
Use of the changing and shower facilities is primarily by the HOME TEAM ONLY, and must follow government advice on the use of indoor facilities where available – maximum of 6 players per changing room with social distancing maintained. **No use of changing rooms during Step 1 of the roadmap out of national lockdown (except in emergency situations or use by disabled participants)**

If these facilities remain closed, exceptions may be made where safety and safeguarding measures require their use, e.g. supporting disability athletes, a child needs a change of clothing etc.



A one-way entry and exit route will be in operation at the changing room facility. Entry via porch and exit via fire escape. Register of all users for test and trace. Register to include name, contact details, time in / out. Records kept for 21 days.

Kit will be issued to each player upon arrival at the club.

#### 14. Toilets

Toilets will need to be opened for pre-match, match and for 30mins following.

Spectators will be allocated a separate toilet to use to avoid mixing players and public usage of facilities'. Use signage to instruct authorised usage. 1 in 1 out for toilets. **During Step 1 of the roadmap out of national lockdown, toilets will be allowed to open, 30 minutes before and 30 minutes after training and/ or matches.**

Steps that will usually be needed:

- Using signs and posters to build awareness of good handwashing technique, the need to increase handwashing frequency and to avoid touching your face, and to cough or sneeze into a tissue which is binned safely, or into your arm if a tissue is not available.
- Consider the use of social distancing marking in areas where queues normally form, and the adoption of a limited entry approach, with one in, one out (whilst avoiding the creation of additional bottlenecks).
- To enable good hand hygiene consider making hand sanitiser available on entry to toilets where safe and practical, and ensure suitable handwashing facilities including running water and liquid soap and suitable options for drying (either paper towels or hand driers) are available.
- Setting clear use and cleaning guidance for toilets, with increased frequency of cleaning in line with usage. Use normal cleaning products, paying attention to frequently hand touched surfaces, and consider use of disposable cloths or paper roll to clean all hard surfaces.
- High ventilation in indoor facilities is paramount to reducing transmission of Covid-19; keep the facilities well ventilated, for example by fixing doors open and opening windows where appropriate.
- Putting up a visible cleaning schedule can keep it up to date and visible.
- Providing more waste facilities and more frequent rubbish collection. Toilets capacity should be managed via entry and exit as per [government guidelines](#).

#### 15. Hygiene

Participants will be encouraged to refrain from spitting or rinsing out their mouths on or around the playing area.

#### 16. Clubhouses and hospitality (also see separate risk assessment in place for use of the clubhouse /bar)

Groups in clubhouses and hospitality facilities must be restricted to six person gathering limits and spread out, in line with wider government guidance (exact rules on household mixing indoors and outdoors vary by tier). Face coverings worn (except at table) and table service only.

High ventilation in indoor facilities is paramount to reducing transmission of COVID-19; keep the facilities well ventilated, for example by fixing doors open and opening windows where appropriate.

If facilities remain closed, exceptions must be made for essential activity such as provision of first-aid or access to essential equipment for the match.

**Snack bar is not open during Step 1 of the roadmap out of national lockdown. Clubhouse and bar are also not open during Step 1 of the roadmap out of national lockdown. During Step 2 of the roadmap out of national lockdown, drinks (including alcoholic drinks) and/or food can be served to people seated outdoors using 'table service' only.**

#### 17. Committee Meetings / general meetings:

Should ensure social distancing can be achieved.



Only absolutely necessary meeting participants should attend  
Attendees should be at least two metres apart from each other  
Rooms should be well ventilated / windows opened to allow fresh air circulation  
Consider holding meetings in open areas where possible



## 2. RFC Use of Clubhouse & Hospitality facilities Risk Assessment

### People exposed:

- Staff (volunteers)
- Members/Guests/Visitors
- Contractors

### Hazards:

Spreading COVID-19 amongst staff

- By having no additional controls in place then the risks of someone bringing in the disease and spreading it further is possible

Spreading COVID-19 to the wider public community

- By having no controls in place this will allow COVID-19 to enter the premises and not be controlled to employees but will spread around the local community and possibly further. This uncontrolled hazard will potentially lead to civil and criminal investigation, claims and prosecutions.

Increased violence and aggression

- The public are not necessarily used to being told what to do in a pub environment. If restrictions are in place this may cause issues

### Control Measures:

Excellent personal hygiene practices by all staff. All staff members wash their hands at the beginning, during and after shifts. Staff to wear face coverings at all times. They are actively encouraged to clean their hands after every task completed. Drinks to be served in plastic glasses (single use).

All users (staff, contractors, members, guests etc) of the clubhouse must sign in. This can be done using their smartphone's NHS COVID-19 app to scan Roade FC's QR Poster (multiple posters are on display) or by using the book positioned on the table at entrance with details of name, contact phone number, time in/out - in order to facilitate the government's (NHS) Test and Trace service. Users who do not sign in will not be served and will be asked to leave.

Customers must wear a face covering on arrival and whenever they are not seated e.g. entering, exiting and toilet visits. Any who refuse to wear a face covering (and not in possession of evidence allowing exception) should not be allowed entry. Customers will be instructed to wash their hands on entrance to the clubhouse. Sanitiser stations at the entrance and exit points to the clubhouse, toilets and bar area. Customers will be reminded as well with clear signage on hand-washing, maintaining 1m+ (and preferably 2m) social distancing via numerous posters and distance tapes/signs on floor. Regular toilet checks and cleaning.

Social distancing in the bar area. To prevent the risk of spreading COVID-19 among staff, only two people allowed to work behind the bar, keeping at least one metre apart, and two metres where possible.

Social distancing in the lounge area. To prevent the risk of spreading COVID-19 among customers, indoor capacity reduced to 38 people (36 customers + 2 staff) with strict enforcement. Some furniture (tables/chairs) removed to create greater space between tables. No tables to be moved from set positions.

Tables pushed together to make a 4-seater with the option to add 2 more seats for 6 people.

One way system for entering and leaving, entry and exit doors to the lounge clearly marked (and doors or windows kept open for air circulation).



Ordering and receipt of drinks at tables only (table service). Customers to remain seated, except when using toilet or leaving. No standing or ordering at the bar. Customers encouraged to use outdoor seating area on patio or grass area. Away team players and officials to use outdoor seating.

No music systems allowed and TV channels kept at low volume to reduce need for loud conversations. Shouting not to be tolerated.

Encourage the use of contactless payment methods. Although cash will not be refused, signs will encourage the use of card payment. Two card machines are available for contactless transactions. Regular cleaning of card machines as some transactions will require PIN entry. Staff to wash / sanitise their hands after each cash transaction.

Social distancing in the toilets. To prevent the risk of spreading COVID-19 among customers, one person limit for each toilet facility and additional toilet facilities opened up in changing pavilion when possible to reduce queuing. Regular checking and cleaning of toilets.

Training and changing ways of working. Clear staff training provided for all members on COVID-19 and how to sensibly manage the risks. All staff to have training on personal hygiene. PPE available e.g. disposable face masks and gloves available for staff, along with the option of visors to provide additional protection to staff and customers.



### 3. RFC Juniors and Youth Friendly and Competitive Matches Guidance

#### Roade Football Club Juniors and Youth Friendly and Competitive Matches COVID-19

With the welcome return of football, Roade Football Club wants to ensure the safety of **ALL** (home and visiting) players, supporters, officials, coaches and staff while attending matches at our club.

For this reason, the following has been put in place and we ask that anyone visiting the club read and abide by these while attending the matches to ensure a safe and enjoyable game.

#### Before Arrival

- SELF-ASSESS** You **must** self-assess before you arrive at the club. Please ensure that you have no symptoms of the Coronavirus. If you, a member of your family or anyone that you have been in contact with, has symptoms or is self-isolating for any reason, please stay away.
- HAND SANITISE** Please ensure you have a means to hand sanitise regularly while at the club by bringing their own hand sanitiser.
- CHANGING/  
TOILETS** Please ensure that all players, coaches and officials are in required kit before arriving, there will be no facility to change at the club for the away team or officials. There is one toilet available (when open) in the Half-Way Line Pavilion. Please observe social distancing (one in and one out) when using.
- TEST  
AND TRACE** Please ensure you know who is attending the match for the benefit of NHS Test and Trace. The coach/manager/parent liaison for each team will be responsible for obtaining and keeping this information for their own players, officials, and spectators and will be the point of contact for NHS Test and Trace should the need arise.

#### On Arrival

- ARRIVAL TIME** A number of games may be taking place and to accommodate this arrival times may be staggered. Please arrive as close as possible to the agreed time with the home coach.
- PARKING** There is parking available at the club. If the car park is full, you may use the surrounding streets, but please do not block entrances and driveways of our neighbours. Once parked please make your way to the allocated pitch as quickly as possible to avoid congestion in the car park area.
- DIRECTIONS  
TO PITCHES** There are two routes that can be used to the Junior and Youth pitches – to the left and the right of the main pitch, pass the dug outs and through the hedge. Please observe social distancing **at all times** while walking to the pitches.

#### Pitch Side

- RESPECT** Normal FA Respect Rules will apply.
- PITCHES** The pitch will be marked out as per normal FA rules relevant for that age group. Pitches will be set up by the home team.
- EQUIPMENT** We ask that none of the visiting team, supporters or officials move or handle any of the equipment.



- RESPECT LINES** These will be set up 2m plus from the pitch side where possible, to enable run off zones for players and areas for Assistant Referees to use and maintain social distancing.
- SOCIAL DISTANCING** Along the respect barriers will be cones that mark 2m distancing. Please can all supporters use these cones as a guide to watch the match while maintaining social distancing in their own group bubbles of no more than 6. Please do not move these cones.
- BALL RETRIEVAL** If the ball should enter the spectator zone – please can spectators ONLY USE FEET where possible to return the ball to the pitch.
- TEAM/COACH AREAS** Teams will have an area marked out for them with cones which will have enough space to ensure relevant social distancing. It is the home and the visiting coach responsibility to ensure their players maintain social distancing when not playing. They should allocate areas for individual players drinks and kit to limit the sharing of equipment.
- MATCH BALLS** Where possible there will be additional disinfected match balls placed around the pitch for use. Please can only players handle these balls.

## The Game

- REFEREE** The referee will ensure that all relevant COVID-19 guidance is adhered to while the game is in play.
- MATCH BALLS** Where possible the match ball/s will be cleaned with anti-bacterial spray or wipes or similar during the game.
- PLAYER CONTACT** Contact between players will be kept to a minimum where possible. For example, no pre- or post-game handshakes, goal celebrations kept to a minimum, set pieces or dead ball scenarios will be taken as quickly as possible to ensure not too much gathering in large groups on the pitch.
- SPITTING** Please refrain from SPITTING and if you need to cough or sneeze please use your upper sleeve.

### Post-Game:

Leave all equipment for the home team to dismantle and put away after the match. Once the game is finished, please gather all belongings and leave the pitch side as soon as possible. Please do not congregate in the Car Park post game in case another game is due to start.

### First Aid:

First Aid provision will be by the relevant teams' coach or their designated First Aid person **only**. In most instances only emergency first aid will be administered while awaiting the necessary emergency services. Any First Aid given the responder should wear a mask and gloves. Other First Aid will need to be self-administered by the player or the parent (or household member) of the player. Coaches should have a complete up to date First Aid kit with mask and gloves.

### Concerns:

Should anyone have any concerns over their or others safety or concerns over the implementation of this guidance, please speak to the home coach as soon as possible who can then get in contact with the COVID officer.

**Stay Safe, Stay Alert, Enjoy the Summer – Let's Play Football.**



## 4. FA Football Activity Guidance

Who?	Topic	Required actions
CLUBS AND FACILITY PROVIDERS	<b>The basics</b>	<ul style="list-style-type: none"> <li>Facility operators should ensure they have read and understood The FA's Covid-19 Guidance on Grassroots Football that's specifically for facility providers. It's available on TheFA.com.</li> <li>Clubs/teams should ensure they are affiliated to their local County FA for the 2020/21 season ahead of any match play.</li> <li>Each club must only return to sport when they are ready and have the appropriate measures in place as developed by The FA and general Government guidance in relation to recreational sport.</li> <li>All clubs must identify a Covid-19 officer who is responsible for developing a Covid-19 plan and a general risk assessment prior to the restart of any activity. The Covid-19 officer should continually monitor how compliance is being observed within the club. A specific safeguarding risk assessment must also be produced. The Covid-19 officer may choose to enlist the support of their club/committee as they see fit. The FA has produced guidance on conducting a safeguarding risk assessment, which includes a template for self-completion. It can be found on TheFA.com.</li> <li>The Covid-19 officer should consider establishing a Covid-19 group to be responsible for producing and implementing the Covid-19 risk assessment and to oversee the safe return to play.</li> <li>The Covid-19 officer at each club will be responsible for clearly communicating all relevant guidance to its players, coaches and volunteers.</li> <li>Clubs should also check the insurance policies they have in relation to all football activities (e.g. personal accident and public liability), specifically any changes to insurance provider's advice and guidance on returning to competitive play, ensuring full compliance with its terms.</li> </ul> <p><b>Please note:</b> if you have teams that play in the men's National League System or the Women's Football Pyramid Tiers 3 to 6, The FA has produced specific information, which can be found on TheFA.com.</p>
	<b>Arrival at venues</b>	<p>Clubs/facilities should consider further mitigations to ensure safe arrival at venues, including:</p> <ul style="list-style-type: none"> <li>In line with current Government guidance, all participants (players, coaches, club and match officials, volunteers, spectators etc.) should check for symptoms of Covid-19. If an individual is symptomatic and/or living in a household with a possible Covid-19 infection they should remain at home and follow <b>Government guidance</b>. In addition, any participants who have been asked to isolate by NHS Test and Trace because they are a contact of a known Covid-19 case, must not exercise outside their home or garden and must not exercise with others;</li> <li>Clear signage (e.g. for one-way systems) to manage entry, parking arrangements, traffic flow and general movement around the venue which ensure social distancing can be maintained</li> </ul>
	<b>Safety briefing</b>	<p>In competitive football activities the Covid-19 officer of each club must ensure a safety briefing is provided before the commencement of any fixture. This briefing will remind both sets of players and officials about their responsibilities in complying with the Code of Behaviour set out in <b>Appendix 1</b> to this guidance.</p>



Who?	Topic	Required actions
CLUBS AND FACILITY PROVIDERS	<b>Changing rooms and showers</b>	The Government's position is that changing rooms cannot be used as part of step one in the roadmap out of lockdown. <b>Changing facilities can only be used in emergency situations, or by disabled people who are taking part in organised sport and physical activity.</b> We are working with the Government on this and will update our guidance as soon as we have any further information.
	<b>Toilets/ facilities</b>	<b>Toilets will be allowed to open, 30 minutes before and 30 minutes after training and/ or matches.</b> All Government guidance on hygiene and social-distancing measures must be followed. Where you are a sport provider and are also the facility operator (or there is no operator present, e.g. an outdoor pitch booking) you should follow the <b>guidance for sport facility operators</b> on TheFA.com.
	<b>NHS Test and Trace</b>	Clubs and facility providers must adhere to the NHS Test and Trace system. This means ensuring information for all training sessions and matches is collected by one of the methods set out below. <p>You must <b>register for an official NHS QR code</b> and display the official NHS QR poster to help <b>NHS Test and Trace</b> to identify and notify people who may have been exposed to the virus.</p> <p>In addition, there is an NHS Covid-19 app, which has a feature that allows users to quickly and easily 'check in' to your venue by scanning the code. The information stays on the user's phone. In England, you do not have to ask people who choose to 'check in' using the official NHS QR code to provide their contact details. If there is an outbreak associated with a venue, a message will be sent to the relevant app users with the necessary public health advice.</p> <p>For those who do not have a smart phone, a manual process should be used to collect information. This information should be collected, processed and stored in accordance with the Data Protection Act 2018 and GDPR principles for 21 days in line with the Government Recreational Team Sport Framework, then deleted. It should be used only for the purpose of NHS Test and Trace and, where requested to share with the NHS for Test and Trace purposes, the shared information should relate only to the match or training in which the player or supporter tested positive.</p>

Who?	Topic	Required actions
EVERYONE	<b>Covid-19 self-assessment</b>	All players, officials, volunteers and spectators must undergo a self-assessment for any <b>Covid-19 symptoms</b> . The main symptoms of coronavirus are: <ul style="list-style-type: none"> <li>• A high temperature (above 37.8°C);</li> <li>• A new, continuous cough;</li> <li>• A loss of, or change to, their sense of smell or taste.</li> </ul> <p>This self-assessment should be done before each training session and must be recorded in regular risk assessments. It is important to note that no training session should take place without this having been done. Some clubs may wish to have this completed in the form of an online or paper questionnaire at the start of sessions. If symptoms are checked at the start of a session rather than in advance, this should be completed on arrival before the player mixes with others, so that if they have symptoms there is no chance of others being affected.</p> <p>Should an individual have demonstrated any such symptoms, they must not participate. Instead they should follow NHS and PHE guidance on self-isolation available <b>here</b>.</p> <p>Anyone who has already been instructed to self-isolate by a health care practitioner or PHE should continue to follow this advice and may not participate.</p> <p>Clubs will make relevant participants aware of any increased risk associated with taking part in activity, based on the risk assessment undertaken by the club. Everyone should comply with public health restrictions and avoid high-risk behaviour outside the football setting to reduce the risk to fellow participants and other attendees.</p>



Who?	Topic	Required actions
<b>PARENTS/ CARERS</b>	<b>Advance information</b>	<ul style="list-style-type: none"> <li>If you choose for your child to take part, you will need to give your written consent to the club and or coach. Ensure you are comfortable with the club's Covid-19 planning arrangements before doing so.</li> <li>You may already be aware that the period of isolation may have resulted in your child becoming anxious or unsure whether to resume previous activities, such as football. Please only support their return to football activity when they feel confident to do so and you feel the activity is safe and right for them.</li> <li>Your child should arrive changed and ready to exercise.</li> <li>Ensure your child takes their own water bottle and their own hand sanitiser, both clearly marked with their name. They must not share these with anyone else.</li> <li>Please ensure your child/children know how to maintain good hygiene and hand washing;</li> <li>Young children may struggle to maintain social distancing. Please continue to do your best to help your child recognise what 'social distancing' looks and feels like for example, relating to arm spans or standing jumps for example;</li> <li>Despite the changed circumstances the organiser of the activity still has a responsibility to implement The FA's safeguarding requirements. Anyone involved in activity directly with children (anyone aged under 18), must have an in-date DBS</li> <li>Check, is responsible for ensuring the environment is safe and should have completed some FA safeguarding training;</li> <li>Coaches must ensure the ratio of coaches to children is appropriate – see FA <a href="#">safeguarding Guidance Notes 5.5</a>;</li> </ul>

Who?	Topic	Required actions
<b>EVERYONE</b>	<b>Social distancing in competitive training</b>	<p>Competitive training can take place for all participants, in an outdoor setting.</p> <p>Care should be taken on busy sites with limited access points to ensure safe play. Facilities should consider staggering start times and allowing cleaning time between change-overs.</p> <p>Clubs should determine the appropriate ratio of coaches to participants, following the relevant FA safeguarding policy outlined in <a href="#">safeguarding Guidance Notes 5.5</a>.</p> <p>In all settings before and after the session, and in any breaks, all participants should practise social distancing, in line with Government guidelines.</p> <p>No spectators are allowed at grassroots football, including training sessions, as part of step one of the Government's roadmap, unless for safeguarding purposes, and this should be limited to one parent or carer per child.</p>
	<b>Social distancing around matches</b>	<p>Outdoor competitive match play is now permitted. However, in all settings before and after matches all participants should practise social distancing.</p>



Who?	Topic	Required actions
EVERYONE	Other Covid-19 modifications – in matches (and training where applicable)	<ul style="list-style-type: none"> <li>• <b>Pre-match handshake</b> should not happen. Instead players will be asked to hand-sanitise before kick-off;</li> <li>• <b>Team talk huddles</b> should not take place. Team talks can take place, as long as social- distancing is observed and held outdoors where possible;</li> <li>• <b>Warm-ups/cool-downs</b> should always observe social distancing;</li> <li>• <b>Coaches, other team staff and substitutes</b> are allowed, but must also always observe social distancing on touchlines/dug-outs. Social-distancing must also be observed during interactions when a substitution is being made;</li> <li>• <b>Match preparation meetings</b> by officials should be held by video call;</li> <li>• <b>Set plays – free kicks:</b> referees and coaches should encourage players to get on with the game and not unnecessarily prolong set play set-up, such as defensive walls;</li> <li>• <b>Set plays – corners</b> should also be taken promptly to limit prolonged close marking and goal posts should be wiped down before matches, after matches and at half time.</li> <li>• <b>Goal celebrations</b> should be avoided;</li> <li>• <b>Interactions with referees and match assistants</b> should only happen with players observing social distancing;</li> <li>• <b>Small-sided football</b> should be modified to provide more regular hygiene breaks in activity. Players should be discouraged from touching boards at any time, with tackling against boards discouraged. Referees should consider stopping play when this happens.</li> <li>• <b>Youth football</b> coaches are encouraged to limit persistent close proximity of participants during match play (where young participants may be more likely to cluster around the ball) and provide regular hygiene breaks in activity.</li> <li>• Other formats of the game may require specific adaptations, and participants should work with their club or facility provider to ensure these can be put in place.</li> <li>• <b>Face coverings:</b> All participants should follow the Government guidance on face coverings.</li> </ul>



Who?	Topic	Required actions
EVERYONE	<b>Social distancing during breaks (e.g. half-time)</b>	<p>All participants must remain socially distanced during breaks in play, with spaced areas for equipment and refreshment storage for each individual including officials and substitutes. Coaching staff and substitutes, should, for example, spread out and avoid sharing a dug out or bench if social distancing cannot be observed. Players and officials should also observe social distancing during sin-bin instances.</p> <p>Water bottles or other refreshment containers should in no circumstances be shared. Participants are advised to bring their own drinks or refreshments, in a named container.</p> <p>After activity participants must maintain government mandated social distancing for social interaction.</p> <p>Any payments relating to the fixture (match fees, referee fees or facility fees) should where possible, be made in a cashless manner. <b>The FA Matchday app</b> allows affiliated teams using Full-Time to receive cashless payments from their players.</p>
	<b>Use of equipment</b>	<p>The sharing of equipment must be avoided where possible. Where equipment is shared, equipment must be cleaned before use by another person.</p> <p>Participants should take their kit home to wash it themselves, rather than have one person handling a large quantity of soiled materials. Where kit absolutely has to be shared or kept together (e.g. last-minute stand-in players, shortage of kit, or an essential club function), each person handling it must wash or sanitise their hands immediately after and appropriate cleaning arrangements for the kit must be made.</p>
	<b>Ball transfer</b>	<p>The nature of football means that the ball is not frequently handled. When the ball goes out of play it should not be retrieved by non-participants and should be retrieved using the feet rather than the hands where possible. Where there are breaks in the game, or training, if throw-ins or handling has occurred the ball should be disinfected. Further guidance on disinfecting can be found <a href="#">here</a>.</p>
	<b>Shouting</b>	<p>There is an additional risk of infection in close proximity situations where people are shouting or conversing loudly. If possible, players should therefore avoid shouting or raising their voices when facing each other during, before and after games. This is included within The FA's Code of Behaviour (see <b>Appendix 1</b>).</p>
	<b>Spitting</b>	<p>Everyone should refrain from spitting. If you need to sneeze or cough, you are encouraged to do so into a tissue or upper sleeve and advised to avoid touching your face. Ensure any tissues are disposed of in a sealed bin as soon as possible.</p>



Who?	Topic	Required actions
<b>CLUBS</b>	<b>Code of Behaviour</b>	<p>In <b>Appendix 1</b> you will find the Code of Behaviour The FA has produced to ensure a commitment for all involved to adhere to Covid-19 adaptations.</p> <p>The Covid-19 officer for each club will be responsible for communicating the code of behaviour to all players, coaches and volunteers within the club.</p> <p>Participants must be clear that they are opting-in to participating as defined in The FA's guidance about risk and risk mitigation.</p>
<b>MEDICS</b>	<b>Treatment of injuries</b>	<p>The FA has produced a detailed First Aid Guidance document for First Aid which can be found on TheFA.com.</p> <p>Injuries during play should still be treated as participant health and safety is of utmost importance. In all cases but particularly where emergency medical treatment is needed, the best form of protection is through rigorous cleaning, personal hygiene, personal protective equipment and regular hand hygiene.</p> <p>If a participant gets injured, a member of their household can assist if present and appropriate, but others (including match officials and teammates and coaches) will still need to socially distance unless a life- or limb-threatening injury necessitates compromising guidelines to provide emergency care.</p> <p>An increased frequency of cleaning and disinfection of all surfaces and equipment, using standard household cleaning and disinfection products, will be recommended in The FA's supporting medical guidance which can be found on TheFA.com.</p> <p>If there is a first-aider or other medical personnel present, they should be equipped with the appropriate PPE (including face coverings) to protect themselves and others if they need to compromise social-distancing guidelines to provide medical assistance.</p> <p>After contact with an injured participant, the person who has administered first aid should clean their hands thoroughly with soap and water or alcohol hand sanitiser at the earliest opportunity. This advice is applicable to all situations, regardless of whether there was close contact or social distancing was maintained. The first aider should also avoid touching their mouth, eyes and nose.</p> <p>Physios or their equivalent or anyone who is administering any form of treatment, should keep a record of each participant they have come into contact with for NHS Test and Trace purposes. Further information for those who may need to act as a 'first responder' role in a sports setting can be found <a href="#">here</a>.</p> <p>If a participant becomes Covid-19 symptomatic during the activity, they should immediately remove themselves from the session and return home as soon as possible. <b>NHS guidance</b> on further management of symptoms should be followed.</p>
<b>MATCH OFFICIALS</b>	<b>Social distancing</b>	<p>Match officials should observe The FA's guidance in the same way as participants are required to. Specific guidance for officials can be found in the Covid-19 section on TheFA.com.</p>



Who?	Topic	Required actions
<b>SPECTATORS</b>	<b>Social distancing</b>	No spectators are allowed at grassroots football as part of step one of the Government's roadmap, unless for safeguarding purposes, and this should be limited to one parent or carer. <b>This guidance will be updated following any changes to the Government's position on spectators.</b>
<b>PLAYERS, MATCH OFFICIALS AND COACHES</b>	<b>Hygiene</b>	Hands should be washed at the earliest opportunity and personal equipment should be wiped down with a disinfectant.  Individuals should take their own kit home to wash it themselves, rather than have one person handling a large quantity of soiled materials. Where kit absolutely has to be shared or kept together (e.g. last-minute stand-in players, shortage of kit, or an essential club function), each person handling it must wash or sanitise their hands immediately after and appropriate cleaning arrangements for the kit must be made.  <b>Coaches</b> are encouraged to maintain a record of the regular cleaning of club or team equipment that players use, and review the risk assessments you undertake in between sessions, learning from any changes you need to apply.
<b>EVERYONE</b>	<b>Social distancing</b>	After training sessions and/or matches, participants must maintain social distancing at all times.
	<b>Departing</b>	All participants <b>must</b> depart following the traffic-flow system that the venue will have in place.
<b>CLUBS AND FACILITY OWNERS</b>	<b>Hospitality venues (e.g. clubhouse bars)</b>	Hospitality venues are not permitted to open as part of step one of the Government's roadmap.

### CODE OF BEHAVIOUR

A resumption of contact play is only achievable if those involved create and maintain a controlled environment that minimises the threat of infection.

Risk in sport cannot be completely eradicated but with caution and care these risks can be reduced.

Each player will need to decide when to return to contact football, based on their own circumstances and the arrangements that have been put in place for a safe return. This is particularly the case for players from BAME communities or those with underlying health conditions.

All those returning to competitive grassroots football must adopt the following code of behaviour:

- **Be aware of your own personal health.** If you show any of the Covid-19 symptoms you must stay at home, inform NHS Test and Trace and seek medical advice.
- **Be responsible.** Read the guidance provided by The FA and by your club so that you are aware of the changes to the game and what is expected of you. This will include things like being prepared to wash your own kit, bringing your own labelled water bottle and being aware of changes to meet-up times.
- **Practise good hygiene.** Wash your hands regularly and before, during and after a game.

- **Maintain social distancing.** This won't always be possible in a competitive match environment (for example when tackling an opponent) and that is acceptable. However, before, and after a game you should maintain social distancing.
- **Face coverings.** Unless you have an exemption, face coverings are mandatory for all staff in retail/hospitality outlets (e.g. a clubhouse). This also applies to users of the facility, except when seated at a table to eat or drink.
- **Support NHS Test and Trace.** You will be asked to provide your details so that in the event of a Covid-19 outbreak those potentially infected can be traced. This is to everyone's benefit so please co-operate.
- **Do not spit.** Spitting and the rinsing out of mouths is now a recognised risk to health and must not be done. Avoid shouting or raising your voice if face to face with other players.
- **After the game.** Be aware that other users may be waiting to use the facilities. Follow all advice if using changing rooms and showers.



## 5. RFC Example Pre-Match Communication (Email) to Opposition

Please find the following arrangements for Saturday

**Roade FC 1<sup>st</sup> Team V Northants United Reserves**

**Date** - Saturday 19th September 2020 **Kick Off** - 15.00

**Address** - Roade Football Club , Connolly Way , Hyde Road ,Roade , Northampton .NN7 2LX

**Manager** - Eddie Howler 01234 567890

**Roade Kit Colours** - All Royal Blue

**Referee** – Mike Really (home team to pay Referee fee)

[Covid 19 - Return to Football Guidelines](#)

As we return to competitive football Roade Football Club have completed the necessary risk assessments and comprehensive plans are in place. (please find attached)

A summary of key points to consider from our guidelines are listed for ease below:

- Everyone should self-assess for COVID-19 symptoms before every training session or match. If you are symptomatic or living in a household with possible or actual COVID-19 infection you must not participate or attend;
- Competitive match play is permitted, with social distancing in place before and after the match, and in any breaks in play;
- Players and officials should sanitise hands before and after a game as well as scheduled breaks throughout the game
- Ball handling should be kept to a minimum with most contact via a boot and the ball disinfected in breaks of play;
- Goal celebrations should be avoided;
- Equipment should not be shared, and goalkeepers should ensure they disinfect their gloves regularly in breaks in matches and thoroughly afterwards. Where possible, coaches should only handle equipment in training;

**Where possible, players, coaches and officials should arrive changed and shower at home.**

**However we can accommodate visiting teams today and you will be able to use the Changing facilities with 6 per team at a time.**

**All persons will need to sign in for NHS test and trace on entering the changing pavilion from the far side porch area and exit via the fire exit.**

**Please can we also ensure all spectators and team officials also sign the register for test and trace.**

Referee - We offer you the choice of arriving changed or using the officials changing room (Your Decision)

- Participants should follow best practice for travel including minimising use of public transport and walking or cycling if possible. People from a household or support bubble can travel together in a vehicle.

Please feel free to join us in the Clubhouse after the match for a drink - again we have our Covid guidelines in place and request you to sign the track and trace sheet on entering.

Please confirm receipt of match confirmation. Good luck to all - Stay Safe and enjoy your football.

Regards

Simon Lebanon, Roade Football Club Match Secretary 01234 567890

**Roade Football Club Covid 19 Plan Rev G 280321**