



RISK ASSESSMENT UPPINGHAM TOWN CC - TO OPEN THEIR CLUBHOUSE



Complied by	Adrian Salt	Checked By	Kevin Bennett	Approved by	Andy Cross
	Club Chairman		Clubhouse Chair		Club Vice Chairman



What are the hazards?	Transmission of COVID-19	
Who might be harmed?	Facility users, staff, volunteers, visitors and the wider community	
No	Controls required	Action Taken by the Club
People Management and Communication		
	Self-screening of individuals before they arrive at the venue to ensure individuals displaying COVID-19 symptoms or those who should be shielding do not travel or attend.	Club has sent out the ECB guidelines to all players / members, also everyone to follow the current Government Covid-19 rules
	An assessment of user numbers, space capacities, venue circulation and layout planning to maintain social distancing.	Site visit by club Operating Committee to review how we will accommodate players / members. The ground will be marked out with benches / seats moved 2m apart. (See attached site plan layout)
	A plan for where parents and players will sit whilst watching cricket activities.	Players will sit in front of the changing rooms, parents / members will be allowed to any other part of the ground. Signage will be put up around the ground reminding them of the 2m social distancing. (See attached site plan layout)
	Signage and communication so that all participants and visitors are aware of the control measures in place and how to act appropriately to minimise the risk of transmission of COVID-19.	Operating Committee will be on site to help and answer any questions, copy of the Risk Assessment will be uploaded onto the club website. Verbal communication each game by captains and club Operating Committee to ensure new visitors to the ground are aware of the control measures in place. Site layout, including toilets, changing rooms, Bar, car park, First Aid, will be printed and put up around the ground for reference. (See attached site plan layout) Copy of the ECB Covid-19 plan for Junior & Open-Age Cricket has been sent to ALL club players and members as part of the membership pack.

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	Staff and volunteer training to support the implementation of the plan, with suitable training records.	Qualified coaches will be used to cover junior Thursday evenings, ALL Operating Committee have reviewed and read the ECB guidelines.
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Buildings		
	Assess ventilation in your building (natural and mechanical) and take appropriate measures to maximise ventilation and minimise risk of transmission.	Clubhouse Bar will be open. (See attached Risk Assessment) Male toilets - designated Changing room, on one-in/ one-out basis Ladies toilets - umpires room will be used.
	Assess the maximum occupancy of your rooms at 2m social distancing (or 1m with risk mitigation where 2m is not possible) and establish a suitable circulation system/one-way system. Use signage and floor markings to communicate this.	2m social distancing signs will be posted around the ground to act as a reminder. The bar area will be marked as a one way system, in using the front door off the patio and exit via the side door. (See attached site plan layout) Tables have been placed to help with the one way system, marking will be added. ALL chairs have been stacked away so NO member sits inside.
	Assess the arrangement of seating areas to maintain social distancing and minimise the risk of transmission.	Seats will be moved 2m apart, seats will also be placed around the ground. Each seat will be mark with 2m sign.
	Consider your wet weather plans and describe what actions you will take to maintain social distancing in wet weather.	Players and members will be asked to return to their cars.

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Social and Hospitality Areas					
	Plan to solicit and maintain records of your member attendance, customers and visitors - to be maintained for 21 days and then destroyed.		One point of entre at the main gate, team captains to obtain the list of players from the away side. Spectators will be allowed in for 3 hours maximin. They will need to pre-register as a member before they can gain access to the ground. Thursday Junior night and Saturday / Sunday Senior matches attendance log will be taken. (Keep for 21 days)		
	Identification of suitable areas for outdoor service that don't overlap with cricket activity.		The ground is used on a Monday and Wednesday night, no cricket related activities overlap		
	Steps taken to minimise time and the number of people at the bar.		2m markings have been marked on the floor and on the ground for queuing, (See attached Risk Assessment) .		
	Steps taken to minimise contact points at payment or around the hospitality space.		Contactless payment only at the bar. Toilets will be cleaned to meet ECB Guidelines.		
	Suitable PPE provision and training for staff and volunteers.		Masks / gloves to be worn. Hand sanitiser to be used.		
	Strategy for the safe serving, clearing and cleaning of glassware and tableware.		(See attached Risk Assessment), plastic glasses will be used. Tables / Bar will be cleaned down before and after opening.		
	Deep cleaning strategy to minimise COVID-19 transmission risk		Club to be cleaned before each match.		
	Daily cleaning strategy to minimise COVID-19 transmission risk.		Touch points and toilets will be cleaned every hour when the ground is open. Spectators will be allowed for 3 hours, this will be the same time as the bar openings.		
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	High-frequency touchpoint cleaning strategy to minimise COVID-19 transmission risk and how you will keep records.	Toilets and door handles will be cleaned every hour.
Hygiene and Cleaning		
	Materials, PPE and training that you have provided to your staff for effective cleaning.	UTCC to provide PPE and cleaning products to make sure the club is kept clean.
	Provision of hand washing facilities with warm water, soap, disposable towels and bin.	Hot water available for hand washing – paper towels will be provided.
	Provision of suitable hand sanitiser in locations around the facility to maintain frequent hand sanitisation.	To be located around the club buildings, members will be encouraged to bring their own hand sanitiser.
	Provision of suitable wipes and hand sanitiser on the field for hygiene breaks.	Captains will make sure before the game they are put around the pitch.

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	What are the hazards?	Other venue hazards to be considered after temporary closure such as Legionnaire's Disease, fire, electrical safety etc.			
	Who might be harmed?	Facility users, staff, volunteers and visitors			
	Controls required	Action Taken by the Club			
Preparing Your Buildings					
	Consider the risk of Legionnaire's disease and carry out necessary work to make your water supply safe for users. Refer to the specific guidance in the document above.	Tap spouts bleach cleaned, systems flushed but low risk due to being closed pressurised system so residual chlorine from mains supply.			
	Check that routine maintenance has not been missed and certification is up to date (e.g. Gas safety, Electrical Safety and Portable Appliance Testing, Fire Safety, Lifts and Heating – Ventilation and Air Conditioning).	Club maintenance has been reviewed and is up to date. UTCC records are held on site.			
	Check that your ground is ready and safe to play. Look at what work is required and how this can be done safely at a social distance.	Ground staff have been on the ground since the start of the season.			
	What are the hazards?	Vital first aid equipment is not available when needed. First aiders do not have adequate PPE to carry out first aid when required.			
	Who might be harmed?	First aiders, facility users, staff, volunteers and visitors			
	Controls required	Action Taken by the Club			
First Aid					

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	Check that your first aid kits are stocked and accessible during all activity.	First aid kit check – to be located in designated changing room with additional guidance. First aiders provided with details.
	What steps have you taken to improve your first aiders' understanding of first aid provision under COVID-19?	First aiders have been informed to wear full PPE. Mask and Gloves. Additional guidance circulated and provided adjacent to first aid kit. (See attached First Aid Advice Guidelines) Copy printed and kept at the allocated First Aid point in the rear right hand side changing room.
	If you have an AED then check that it is in working order, service is up to date and that it is available during all activity.	N/A
	What are the hazards?	Pitches or outfield are unsafe to play on
	Who might be harmed?	Players, officials, ground staff
	Controls required	Action Taken by the Club
Preparing your Grounds		
	Safety checks on machinery, sightscreens and covers.	Ground staff have been on the ground since the start of the season.
	Check and repair of any damage to pitches and outfields.	Ground staff have been on the ground since the start of the season.

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Surfaces checked and watering regime adjusted based on lack of rainfall.	Ground staff have been on the ground since the start of the season.
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What are the hazards?	Obtaining Away team's details on arrival, no symptoms of Covid-19	
Who might be harmed?	Players / officials / Members	
Controls required	Action Taken by the Club	
Away captain to email the team details along with any spectators.	UTCC Operating Committee will keep the email on file for 21 days.	
Away captain to confirm he has checked his team before travelling to the ground.	UTCC Operating Committee will keep the email on file for 21 days.	

What are the hazards?	Putting on the covers during Rain	
Who might be harmed?	Players	
Controls required	Action Taken by the Club	

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UTCC captain to confirm and monitor players are kept 2m apart.	Make players aware of the action they are required to do if / when it rains.
Split the team into two groups so they can easily move the covers, 4 per cover.	2 each end of the cover to ensure 2m social distancing.

What are the hazards?	Queuing outside for the bar keeping 2m Social Distance	
Who might be harmed?	ALL Players / Members / Parents	
Controls required	Action Taken by the Club	
Clear signage to be put up around the ground.	UTCC Operating Committee will be on hand to keep the queue in order, reduce the numbers in the queue. Encourage members to queue when the queue reduces.	

What are the hazards?	Seating Area, ensure ALL parties adhere to the Government Guidelines regarding 6 people staying 2m from different households.	
Who might be harmed?	ALL Players / Members / Parents	
Controls required	Action Taken by the Club	
Signs will be put on each table reminding ALL of the Government Guidelines.	UTCC Operating Committee will review this, members will be made aware if they are breaking the rules. OC will withdraw their membership and will not be allowed back on the ground during Covid-19.	

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