

# Trubshaw Cross Ladsandads Matchday Operations Risk Assessment

Name of Risk Assessor: Andy Salt	Date of Assessment: 23 <sup>rd</sup> September 2020 <b>Version: 2;0</b>	Assessment Review Date: 31 <sup>st</sup> May 2021
----------------------------------	--	---

## Identify the Activity and Persons at Risk

Describe the work activity: <b>Football matchdays involving teams of various age groups.</b>	Who might be harmed? <b>Trubshaw Cross Ladsandads staff, officials, players and spectators. Potential for vulnerable groups such as children and people with disabilities to be affected</b>	Frequency of activity: <b>Weekly from August to May – Saturday &amp; Sundays but also including or midweek evenings when daylight levels permit play.</b>
This risk assessment is part of <i>Trubshaw Cross Ladsandads</i> matchday safety management strategy that is held within the Matchday Operations Manual.		

Hazard Identification	Risk Assessment			Identify Existing Controls		Action Plan		
Hazard or Potentially Hazardous Situation	Likelihood	Severity	Risk Rating	Existing Controls	Adequate	Additional Control Measures	By Whom	Action Date
Slip, trip or fall in and around the Ground	Possible	Slight	Low	Ongoing maintenance of Ground and level ground surfaces. Pre-match inspections and actions taken to remove slip hazards (e.g. mud and ice) or protect spectators from hazards using cones or barriers. Periodic formal Ground inspections and resultant action planning. First Aid assistance available. Obvious trip hazards that cannot be easily removed highlighted in yellow or white paint or by a cone.	Yes	As funds become available there are plans to continue improving improve the Ground and reduce the risk further. Potential jobs are improvements to access ramp to the lower field.	Committee	Future projects Summer 2020

Car park vehicle accident and resulting injury or damage to property or vehicle	Possible	Slight	Low	Car Park managed by Site Staff. Emergency access route and reserved parking spaces marked by cones and managed by Site Staff. 'Car Park Full' sign erected by car park entrance road to deter drivers entering car park once full. Low speeds of vehicles in car park. 'Drive slowly' signage in place. No history of past incidents.	Yes	Recognised that car park surface in need of on-going maintenance and improvement as future works project. Entrance enlargement/new barrier needed to allow for easier movement of vehicles.	Committee	Summer 2020
Risk of injury when erecting goalposts	Possible	Slight	Medium	Inventory of all equipment, detailing current condition and likely replacement dates. Frequent visual inspections of all equipment. Any annual certification completed by competent contractors. Team Managers trained in correct set up, use, movement and storage of all equipment in accordance with the manufacture's guidelines. All 9v9 and 11v11 goal posts for the lower field pitches are stored in goal post storage area on the lower field.	Yes	New Mini Soccer goal storage area to be created close to the pitches.	Committee	September 2020
Dangers to children in Ground	Unlikely	Severe	Medium	Each Club based at Trubshaw Cross Ladsandads has Child Welfare Officer in place. Expectation that under-12s are with a responsible adult. Procedures for dealing with unruly children. Guidance to Site Staff on how to respond if any child related concerns. Female Trubshaw Cross Ladsandads staff available to assist when needed.	Yes	n/a	n/a	n/a

<p>Conflict between spectators and any players, match officials, Trubshaw Cross Ladsandads officials, Site Staff</p>	<p>Unlikely</p>	<p>Slight</p>	<p>Low</p>	<p>Site Staff, Trubshaw Cross Ladsandads officials, match officials and team management to monitor the situation in their different capacities and intervene as necessary.  Ground Regulations.  Site Staff aware of role to diffuse situation.  Radios available.  Match officials briefing.  Committee Members stand near to potential problem to deter inappropriate behaviour.  Incident recording and investigation process in place.  Committee will invoke sanctions on responsible Trubshaw Cross Ladsandads players, officials or supporters.</p>	<p>No</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>
--	-----------------	---------------	------------	--	-----------	------------	------------	------------

Exposure to someone infected with Covid-19 whilst watching a game.	Possible	Very severe	Low	<ul style="list-style-type: none"> <li>NHS Track and Trace App to be used and all visitors to site encouraged to scan the code as they enter. Additional QR codes sited next to the pitches. Teams Covid Marshall to collate any details of visitors that are unable to use the NHS app.</li> </ul> <p>Pitchside</p> <ul style="list-style-type: none"> <li>Respect lines painted at the side of the pitch (min 2 metres away from touchline), with additional markers every 2 metres</li> <li>Guidance issued by the North Staffs Junior Youth League that only 1 spectator accompanies a player.</li> <li>All teams to ensure their spectators adhere to Government and Football Association guidance and rules.</li> </ul>	Yes	n/a	n/a	n/a
Exposure to someone infected with Covid-19 while entering the Clubhouse	Unlikely	Very severe	Low	<ul style="list-style-type: none"> <li>Social distancing markers located at the entrance to the clubhouse</li> <li>Hand sanitisation dispenser is prominent at the entrance.</li> <li>Dividing screen installed to separate users as they enter and exit the club house.</li> <li>All users required to adhere to Government and Football Association guidance and rules at all times.</li> </ul>	Yes	n/a	n/a	n/a
Exposure to someone infected with Covid-19 while in the clubhouse Main Room	Unlikely	Very severe	Low	<ul style="list-style-type: none"> <li>Social distancing signs and markings visible.</li> <li>All seating/tables removed.</li> <li>Area used to create social distancing queuing system for the Cafe</li> </ul>	Yes	n/a	n/a	n/a

Infection control	Unlikely	Very severe	Low	<ul style="list-style-type: none"> <li>• Teams to disinfect their pitch equipment as per The FA guidance</li> <li>• Respiratory hygiene signs promoting using the catch it, bin it, kill it, approach.</li> <li>• Hands are washed more often than usual.</li> <li>• Players and Spectators are encouraged to bring their own hand sanitiser.</li> <li>• Social distancing applied at all times.</li> <li>• Frequently touched surfaces are cleaned on a regular basis using disinfectant.</li> <li>• Additional cleaning staff – on-site and an enhanced cleaning regime is in place each match day.</li> <li>• Hand sanitiser stations are based at the site entrances, clubhouse entrance, toilet entrances and exits.</li> <li>• Trubshaw Cross Ladsandads ensures they have enough stock levels of sanitiser.</li> <li>• Posters displaying handwashing guidelines are located throughout in the toilets.</li> <li>• Staff wash their hands when changing activities, changing locations, on arrival to Trubshaw Cross and when leaving Trubshaw Cross.</li> </ul>	Yes	n/a	n/a	n/a
-------------------	----------	-------------	-----	---	-----	-----	-----	-----

Confirmed cases of COVID19	Possible	Very severe	High	<ul style="list-style-type: none"> <li>• Government/NHS guidance to be followed.</li> <li>• Site will remain closed until a deep clean of the Clubhouse and all equipment has been carried out.</li> <li>• All staff members that have been in contact with the infected person must adhere to the government guidance.</li> <li>• The site will be closed there will be insufficient staff numbers to carry on match day operations.</li> </ul>	Yes	n/a	n/a	n/a
Extreme dangerous adverse weather conditions	Very Unlikely	Very severe	Low	No recent history of such weather conditions.	Yes	n/a	n/a	n/a
Suspicious package within the site	Very unlikely	Very severe	Low	Documented investigation and partial/full evacuation procedures and messages to be followed by Site Staff. No recent history at this level of football.	Yes	n/a	n/a	n/a
Fire	Unlikely	Very Severe	Medium	Fire risk assessment in place that includes the Trubshaw Cross Ladsandads. Extinguishers and fire blankets sited as identified in fire risk assessment. No smoking within seated stands. Storage controlled. Pre-match inspections and subsequent control actions as necessary. Documented evacuation procedures and messages to be followed by Site Staff. Staff trained in basic fire safety. Waste bins are positioned around Ground and are emptied following each match.	Yes	n/a	n/a	n/a

Exposure to electric shock	Very Unlikely	Very Severe	Low	All identified portable appliances PAT tested annually. Very limited potential exposure of spectators to any electrical points or equipment. 5 yearly fixed electrical installation testing. Pre-match inspections.	Yes	n/a	n/a	n/a
Power cut or failure	Possible	Slight	Low	Procedures for evacuating Club House. Trained Site Staff. Wind-up torches for Site Staff to use in guiding people from the Ground in hours of darkness. Good level of borrowed light from nearby streetlights and houses.	No	Could be improved by some level of emergency lighting both inside the ground and on escape routes when new works projects planned.	Committee	Subject of future projects
Gas release or chemical incident	Very unlikely	Very Severe	Low	Documented contingency procedure. No history of such events at this level of football.	Yes	n/a	n/a	n/a
Hygiene and sanitation issues/failures	Unlikely	Slight	Low	Club house toilets cleaned and checked prior to match to ensure in hygienic useable condition. Toilets checked and cleaned hourly by site staff	Yes	Appropriate additional temporary toilet facilities provided for high profile high attendance matches.	Trubshaw Cross Ladsandads Secretary	As required
Legionella connected with changing room showers	Very unlikely	Very severe	Low	Daily and weekly programmed cleaning of water systems by site staff. Legionella checks and recording system in place. Programmed and preventative maintenance and inspection regimes by site staff or contracted specialist Showers in constant use during season and regularly flushed through in close season. Shower heads cleaned regularly and replaced if necessary.	No	n/a	n/a	n/a

Sign Off & Approval

C.Dean

(On behalf of Trustees)

vers 2:0

Date: 24<sup>th</sup> September 2020

**Trubshaw Cross Ladsandads RISK ANALYSIS MATRIX**

Use the risk matrix to classify the perceived risk levels and prioritise the action plan

INJURY POTENTIAL SEVERITY	LIKELIHOOD				
	Very Unlikely (freak event)	Unlikely (unlikely sequence of events)	Possible (foreseeable under unusual circumstances)	Likely (easily foreseeable)	Very Likely (common occurrence)
<b>Negligible</b> (no injury/no disturbance)	Low	Low	Low	Low	Low
<b>Slight</b> (first aid injury, or minor disturbance)	Low	Low	Low	Medium	Medium
<b>Moderate</b> (medical treatment injury, or significant disturbance)	Low	Low	Medium	High	High
<b>Severe</b> (injury resulting in lost time, or large disturbance)	Low	Medium	High	High	High
<b>Very Severe</b> (long term disability or fatality, or major disturbance)	Low	Medium	High	High	High



## **Match Day Plan**

Kick off times of 9am, 11am and 1pm – Maximum of 6 fixtures per kick off time.

No entry to the site until 30 mins before scheduled kick off time.

Teams to remove all litter from their pitch after each game.

Teams must vacate the site and carpark within 15 minutes of their fixture finishing.

1 Home team per kick off time will assist with hourly toilet cleaning (rota drawn up by the Committee)

The 3 kick offs with the 1 adult one player rule means 6 games at any one time and in turn means a maximum of 360 people on the entire site at any one time.

One-way system in place to and from the Clubhouse.

A one-way system will operate inside the Clubhouse with a separate queuing system for the Café.

There will be a route to toilets and distancing when waiting to be served this will be sign posted again the club's will be told if anyone ignores the rules.

The building being open will allow for refs to have a space to store items as they could have a long day and obviously, they can use the toilets. During inclement weather referees will be permitted to shelter inside changing rooms. Masks must be worn, and each changing room will have a capacity of 4 people per changing room.

There will be hand sanitizer at toilets, on the entrance gates and when entering the club house and toilets