

Risk assessment template

Company name: Paignton Cricket Club

Assessment carried out by: Tony Milton

Date of next review: 21st June 2021

Date assessment was carried out: 29th April 2021

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Social Distancing	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	Ensure 1m+ distancing is monitored. Ensure effective communications relating to the measures being introduced at the club are distributed amongst members either directly or via various social media platforms.	Ensure any changes to the current restrictions are communicated swiftly to prevent any breach. Follow the National (ECB - Step 2) Guidance preventing social groups gathering inside clubhouse	Members / Volunteers / Staff	Immediately	√
Spreading Virus (COVID19)	Members / Volunteers / Staff /	Clear and obvious signs displayed	Provide face masks for staff (Although not mandatory).	Members / Volunteers / Staff	Immediately	√

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	Visiting Players and Officials – Severe breathing difficulties and in certain but extremely rare occasions, even death.	indicating what actions any Member / Volunteer / Staff / Visiting Member of the Public. This will include but not be limited to; Social Grouping/Distancing levels, how to pay for goods/services, adhere to regular hand sanitising regime	Ensure all actions are being adhered to with immediate action to address any lapses in behaviour(s).			
Maintenance of existing equipment (Glass Washer)	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	A robust regime of maintenance should be in place with regular daily cleaning of equipment where necessary.	Review records to ensure compliance – this may involve arranging for certain identifiable items of equipment to be inspected and serviced accordingly.	PCC COVID19 Officer – Tony Milton	Immediately	Outstanding
Food Preparation	Members / Volunteers / Staff / Visiting Players	No Food preparation (Making Sandwiches etc – Cricket Teas)	Only providing a takeaway service where minimal contact with product can be	Volunteers / Staff	Immediately	√

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	and Officials – Spread of Virus	until either 21 st June 2021 or when the ECB indicates that it is to be permissible.	maintained (Pasty/Sausage Roll/Panini)			
Seating Layout	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	There are no seats inside. Tables have been placed outside and where practicable social distancing measures have been considered to prevent the risk to the Virus spreading between social groups.	This presents our greatest risk to breaching the guidance. A robust regime of monitoring and enforcement to protect the club, its members and visiting players/officials	PCC COVID19 Officer – Tony Milton	Immediately	√
Payment for Goods/Services	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	Promoting a 'cashless' system where multiple card readers are in place for Staff/Volunteers to utilise preventing the	Ensure clear and effective comms distributed via all platforms of social media to Members and General Public who may be browsing.	Membership Secretary – Nick Harman	Immediately	√

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		need/requirement to handle cash.				
'Fit to Work'?	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	All Staff / Volunteers should where practicable carry out a Lateral Flow Test (LFT) each week.	Introduce a register to capture who, when, result.	PCC COVID19 Officer – Tony Milton	Immediately	Outstanding
Touch Points	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	At present no-one apart from Volunteers / Staff are allowed inside, however, toilet facilities accessed externally do have doors/handles that will need regular wiping to maintain high levels of sanitisation.	Ensure a robust regime of cleaning is maintained throughout and during the hours of opening (Hourly as a minimum).	Cleaning: Volunteers / Staff. Monitoring: PCC COVID19 Officer – Tony Milton	Immediately	√
Minimising Music / Background Noise	Members / Volunteers / Staff / Visiting Players	There will be no 'indoor' events until after 21 st June 2021.	Monitor social distancing and group levels. Ensure 'table hopping' doesn't take	PCC COVID19 Officer – Tony Milton	Immediately (As and when an	√

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/ Watching a Sporting Event	and Officials – Spread of Virus PCC may have its licence revoked if guidelines are not adhered too.	A large TV Screen has been purchased by QPSC mounted on a trolley so that it can be ‘wheeled’ outside so that sporting events can be watched but social distancing measures can be maintained.	place and enforce restrictions when and where necessary.		event is observed).	
Back of House Staff	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	All Volunteers / Staff have been briefed to sanitise their hands and all surfaces regularly.	Provide additional cleansing products so that a robust regime of personal hygiene and bar cleanliness levels can be achieved.	Volunteers / Staff	Immediately	√
Management of outside areas	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	Tables have been placed to ensure that social distancing measures can be observed by all and that a simple but effective monitoring	Ensure hand sanitising product available on all tables. Ensure clear guidance and rules relating to COVID19 and the purchase of goods and services is available.	Action: Volunteers / Staff. Monitoring: PCC COVID19 Officer – Tony Milton	Immediately	√

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		regime can be carried out without obstruction.				
Management of Toilets	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	Regular cleaning of toilets to ensure high levels of cleanliness is maintained throughout the hours of opening.	Regular monitoring of both Male/Female (Disabled) toilet to ensure cleaning is taking place – Introduce cleaning register to further demonstrate PCC's compliance.	Cleaning: Volunteers / Staff. Monitoring: PCC COVID19 Officer – Tony Milton	Immediately	1. Cleaning is being actioned. 2. Register to be introduced.
Management of First Aid	Members / Volunteers / Staff / Visiting Players and Officials – Spread of Virus	Every situation must be assessed before applying any measure of First Aid. Personal Protective Equipment (PPE) must be worn prior to engaging with any injured party (This is to prevent the potential spread of the Virus). If an application of any	Each incident will need to be dealt with on a case by case basis as it is unlikely that each one will be identical. PCC are training a number of Volunteers / Staff to be able to assist if the need arises.	Any one of the following groups might be called upon to give/offer First Aid support to an injured colleague, family member or member of the public: Members / Volunteers / Staff / Visiting Players and Officials.	Immediately	

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		<p>plaster/bandage needs to be applied then if the patient can self-administer and/or parent, then that is the preferred immediate action. In the event of a serious injury then waste no time in contacting the relevant emergency services – 999. Ensure patient / /injured party is comfortable and where practicable in a dry/warm holding position until the emergency services arrive. Wash your hands immediately following any First Aid and where you</p>				

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		have been within 1m of another person for an extended period of time.				

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/

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