



# Horley Town Football Club

Formed 1898  
The New Defence, Anderson Way, Court Lodge Road  
Horley, Surrey. RH6 8SP.  
Tel: 01293 822000



## Football Covid 19 Risk Assessment

### What measures and actions are in place to mitigate risk?

#### Communication or Activities and Safety Measures

All Football Coaches & players shall attend a mandatory safety briefing prior to commencing a competitive training session or match. Attendees of each safety briefing shall be logged and recorded. The purpose of the safety briefing is to educate and inform coaches of their expectations and responsibilities. Parents/Guardians of youth players will also be advised.

The club shall communicate the FA guidance and rules alongside its risk assessments and plans to all club members and coaches.

The club shall update all members, players and coaches. In the event of the safety measures changing or being updated, the club shall adopt the latest UK Government guidance.

All players (or parents/guardians for those under 18) shall complete an additional consent form acknowledging and accepting the risk of COVID-19 and agreeing to measures to minimise its spread.

The communication between players under the age of 16 and coaches/club officials is prohibited. Communication with players under the age of 16 must be done via a parent or guardian.

The club will keep records of every authorised training session and/or match including the date, time and location as well a list of attendees should the need arise for this information to be used for the purpose of contact tracing (NHS Test and Trace).

For matches, both the Club Risk Assessment and COVID-19 Risk Assessment shall be shared with **opposition teams** and the **referee** beforehand.

#### Training Sessions and Control and Authorisation of Matches

All participants must be invited to training or the game by a member of the coaching staff. No uninvited players can take part in any football activity.

All matches shall only be played against FA affiliated teams who have affiliated for the 2020-21 season who have in place suitable Club Liability Insurance and Personal Accident Insurance.

Coaches must take a register of **ALL** participants for each session and must submit this information to the club to aid NHS Test and Trace.

Participant Safety Risk Awareness and Consent

Participants shall read the FA and Government Guidelines and Rules to ensure they are familiar with them and able to comply.

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FA Guidelines: <http://www.thefa.com/news/2020/jul/17/grassroots-guidance-for-competitive-football-restart-in-england>

Government Guidelines: <https://www.gov.uk/coronavirus>

The club will communicate all risk assessments, rules and guidance to participants and coaches (refer to Communication of Activities and Safety Measures).

Participants (or their parent/guardian for under 16s) accept and understand the risks and challenges of the COVID-19 pandemic; and shall implement and adopt all safety protocols required to



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Significantly minimise the contraction or spread of the virus, however cannot for certain ensure that the risk of contracting the virus is completely eliminated.

The club shall adopt a COVID-19 Safety Officer who is responsible for the implementation and compliance of COVID-19 safety measures.

## **COVID-19 Self Assessment/Check**

Prior to any training session or match, participants shall perform a COVID-19 Self Assessment/Check. If a participant has any symptoms or fail any of the checks below then they MUST NOT attend:

- A new continuous cough.
- Shortness of breath.
- A sore throat.
- Loss of or a change of normal sense of taste and smell.
- Feeling generally unwell.
- Persistent tiredness.
- Been in close contact/living with somebody who is suspected or has tested positive for COVID-19.

Coaches must remind and communicate to players/parents/guardians the need to conduct a COVID-19 Self Assessment/Check before every training session and/or match.

## **Training Session Planning**

Coaches/session organiser must plan all sessions such that they can be carried to adhere to FA and Government rules and guidelines AT ALL TIMES.

A group shall not consist of more than 30 people which includes all coaches.

For youth teams (under 18s), a qualified adult coach with a valid and in-date Enhanced DBS check must be present for each group.

There should be sufficient space between groups/teams - crowding of multiple teams in one place should be avoided.

Coaches shall start and finish their sessions promptly. Avoid hanging around so that you might encroach upon another team's session planned for later.

Coaches/session organisers shall wipe down any equipment after each session with PPE equipment provided by the club. Coaches/session organisers must minimise the touching of equipment when planning drills/exercises. Where a participant will be touching equipment regularly (e.g. goalkeeper focused session) then they should wear gloves and/or the coach shall regularly sanitise the equipment.

Coaches/session organisers should ensure that all planned exercises/drills conform to the FA rules and requirements.

Coaches/session organisers should consider the necessary arrival protocols and communicate this with participants.

Warm-ups and cool-downs shall adhere to social distancing.



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Minimise the amount of time players are in close proximity to each other for extended periods of time (e.g. marking on corner/free kick training).

Coaches shall plan regular hygiene breaks within the session to sanitise hands and equipment.

Coaches shall ensure social distancing (2 metres) is adhered to when conducting training team talks - consider the use of cones/markers to enforce this.

## **Match Planning**

Coaches must ensure all matches adhere to FA and Government rules and guidelines AT ALL TIMES.

Ensure that opposition teams are correctly affiliated with the FA and have suitable Club Liability and Personal Accident Insurance in place.

Ensure that the referee is correctly registered with the FA and has suitable Liability Insurance. In the event of a nonqualified referee being used, this must be a club official who is registered with the club and thus covered by the club insurance policies.

Coaches shall plan for arrival and departure a players to ensure they adhere to social distancing measures.

Car sharing to travel to and from games should be minimised. If car sharing must occur, ensure suitable PPE is used and disinfect vehicle where necessary after use. Players are encouraged to walk, cycle or run to games where reasonably possible.

Changing rooms should not be used (exceptions to be made in certain circumstances as outlined in the FA guidelines - in this situation, the changing rooms shall be used in strict adherence to Government guidelines)..

Players should shower/wash at home.

Toilet facilities to be available (sites which have them). Additional hygiene measures to be utilised including aggressive hand washing, use of hand sanitiser and limits of numbers at any one time.

Warm ups and cool downs shall adhere to social distancing (2m).

Team talks shall adhere to social distancing - cones/markers are recommended to enforce this.

Substitutes, coaches and assistants shall ensure they adhere to social distancing on the side line - cones/markers are recommended to enforce this.

No handshakes pre or post match.

Players must sanitise hands immediately prior to commencing a match and after too.

## **Spectators**

Where permitted under current FA guidelines, spectators shall adhere to social distancing (2m or 1m plus) at all times.

Spectators shall not congregate in groups of more than 6 people.

For youth football (and also good practice in adult football), spectators should stand the opposite side of the pitch to the coaches.

## **Hygiene Measures**

Participants shall ensure they adopt aggressive hygiene measures including:

Frequent hand washing using soap or hand sanitiser for at least 20 seconds.

Wiping and cleaning of their own personal items and equipment, or surfaces they will be touching.

Not share any personal items (e.g. water bottle) with members outside of their own household.



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Keep the amount of objects and surfaces they touch to a minimum (particularly surfaces/objects frequently touched by other people).

Coaches shall:

Adopt regular hygiene breaks to allow players to sanitise hands and/or disinfect equipment.  
Ensure they have the necessary equipment to sanitise hands and disinfect equipment.- Carry a suitably equipped first aid kit.

The sharing of water bottles or other personal items other than those within their own household is prohibited. Bottles should be named to avoid the risk of accidentally being used by someone else.

### **Attendance Registers for Test and Trace**

Coaches **MUST** ensure they keep a record of **ALL** participants for every training session or match.

Attendance registers for each session to be submitted to the Club COVID-19 Safety Officer no later than 12 hours after the session/match.

Attendance register data shall be held for a minimum 21 days but not longer than the period detailed in our Club Data Privacy Notice.

Players (parents/guardians for youth) must inform the Club COVID-19 Safety Officer if they become symptomatic and test positive after recently attending a session.

### **Creating a bubble for our players, management & supporters with a separate bubble for our opposition players, management & supporters.**

#### **HTFC**

The Members bar will only be accessible for HTFC players, management and supporters at all times during match days. This is accessed by the stairs at the front of the clubhouse.

#### **Visiting teams.**

The Peter Freeman Suite will only be accessible for opposition players, management and supporters at all times during match days, this is accessed by using the fire exit stairs for entry and exit.