



SWCFC and SWPSG FC Venue Risk Assessment – Debden Recreation Ground

26 July 2020

1. Venues

Debden Recreation Ground.

2. Club Insurance

SWCFC and SWPSGFC are covered by BlueFin public liability insurance policies. Schedule and policy documents can be provided on request from the SWCFC or SWPSGFC committee.

3. This risk assessment is valid at 26 July, in accordance with latest FA and government guidance to cover Covid-19 and other identified risks. It shall be updated when either (a) guidance and advice changes and/or (b) activities undertaken change.

4. Identified Risks

a. Communication with parents and stakeholders.

Special measures for running and organising a football training session, including contact training will be most effective if all stakeholders adhere to them. The club has produced and published its own guidelines and processes, so that everyone knows what to expect and what is expected of them. These guidelines are based on the national guidance and best practice. Stakeholders will be asked to:

- i. Not attend if any of their household has shown COVID-19 symptoms within the last seven days.
- ii. Bring their own water bottle and hand sanitizer.
- iii. Adhere to safety rules as published by the club.



- b. The club will take consent and contact details from the player or parent/guardian as appropriate. This data will be stored safely, consistent with GDPR requirements. It shall be collected via email, with a clear consent statement to taking part in the activities, and also a clear policy that no players nor participants have shown symptoms in the last 7 days.
- c. The facilities and equipment will be segregated between drop-off and playing areas. The club full guidance notes explain how this will be arranged to maintain 2 metres social distance. Special PPE equipment will be used in case of emergency first aid. Both locations have space for car parking and drop off areas.
- d. Equipment use will be limited and rules for touching and sharing equipment will be read out to all stakeholders before each session.
- e. An individual coaches' checklist (see club website for a template) will have been completed for each session.



Venue Risk Assessment		Date	26/07/2020	
Venue Address	Debden Rec Debden Road	Insurance provider	BlueFin insurance	Policy – (SWPSGFC) Policy Ref 24786662 Club Name: Saffron Walden Community FC Bluefin Sport Ref: 37409188
Event type	Training / Match	Matchday Delegates for Parents Meet & Great: Rob Howell: 07885 474957 David Lynch: 07739 525769 Matchday Delegate/s will be the custodian of the keys to the Clubhouse/Toilet Facility		
Age group	U15 EJA			
Club Lead: Name and Role	Brian Peggs – Mgr 07883 022240			
Other Lead Adult	Matthew Rowlandson 07736 780431			
Safeguarding officer	(SWPSGFC) Sonia Mooney (SWCFC) Sarah Mullins			

Risk	Additional risk to children?	Additional risk to less able or impaired players?	Risk rating (RAG)	Mitigation	Mitigation risk (RAG)	Post activity review
Parents informed of special procedures	None	N/A	G	Email guidance and procedures before session	G	None
Consent gained for participation	Yes	N/A	G	Parents confirm acceptance of conditions (by email)	G	None
Personal information	None	N/A	G	All PI is stored in accordance with	G	None



Risk	Additional risk to children?	Additional risk to less able or impaired players?	Risk rating (RAG)	Mitigation	Mitigation risk (RAG)	Post activity review
security maintained				GDPR regulations, and no additional data collected for the sessions		
Clear Procedures for safeguarding concerns and allegations against coaches	Y	Y	G	Refer to Club Safeguarding policy. Correct PPE equipment to be used in specified situations, eg administering first aid	G	None
COVID-19 infections	None	N/A	G	No participant to take part if they have shown any of the current COVID-19 symptoms. All sessions to take place outside. All players to wash hands before session. All precautions taken according to FA and Government guidelines for competitive sport. All procedures shared with coaches, parents and other stakeholders. Participants to arrive and leave in their own kit and use personal water bottles Spitting not allowed. Unnecessary contact not allowed	G	None



Risk	Additional risk to children?	Additional risk to less able or impaired players?	Risk rating (RAG)	Mitigation	Mitigation risk (RAG)	Post activity review
				(e.g. handshake, celebration). Start times to be staggered to prevent congestion in car parks and other areas. For further details refer to club policies.		
Site and facilities maintenance	None	N/A	G	Access only for hand washing and toilets. Only coaches to unpack and re-pack equipment. Equipment to be sanitised before and after use. Social distancing and staggered start times to allow flow of people while inside facilities.	G	None
Playing area	None	N/A	G	Cordoned off areas specific to each group. Spectators not allowed.	G	None
Sessions specific risks	None	N/A	G	Advice provided to coaches on sessions planning, and points of contact within the club provided for additional advice. Coaches required to work through session specific checklist.	G	None



Risk assessment completed by:		Checked by committee member:	
Name	Tony Saward	Name	Tony Saward
Role	COVID 19 Planning Officer & Vice Chairman	Role	COVID 19 Planning Officer & SWCFC Vice Chairman
Name	Brian Peggs / Matthew Rowlandson	Name	
Role	Mgr/Assistant Mgr	Role	