



SWCFC and SWPSG FC Venue and Session Risk Assessment

16 Aug 2020

1. Venues
Linton Village College - 3G pitch only
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 as at 14 September 2020, in accordance with the latest FA and government guidance to cover Covid-19 and other identified risks ([link HERE](#)). It shall be updated when either (a) the guidance and advice changes and/or (b) the activities undertaken change.
4. For more info and club policies, see <https://swcfc.club/info/>
5. 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 it's own guidelines and process, 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
 - iii. Adhere to safety rules as published by the club
 - b. The club will take all consent and contact details from the player or parent/guardian as appropriate. This data will be stored safely to avoid any GDPR breaches. It shall be collected via email, with a clear consent statement to taking part in the activities and also that no players nor participants have shown symptoms in the last 7 days. NHS Test and Trace will be supported via the NHS Covid-19 app QR codes and by supplementary paper registers for anyone unable to use the app.
 - c. The facilities and equipment will be segregated between drop-off and playing areas. The club full guidance notes explains how this will be arranged to maintain 2 metres social distance. Special PPE equipment will be used in case of emergency first aid. Hand washing facilities and toilets are available in the sports centre. There is ample car parking as well as marked 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 risk assessment for each session will be produced.



Venue / Session Risk Assessment		Date of session			
Venue Address	Linton Village College 3G pitch	Insurance provider	BlueFin insurance	Policy – (SWPSGFC) Policy Ref 24786662 Club Name: Saffron Walden Community FC Bluefin Sport Ref: 37409188 SW PSG FC Public Liability insurance SL1000599924/08	
Event type	Football Training				
Age group	7-16 yrs old				
Club lead name and role	Veronica Kane Dickson, Team manager and Covid-19 officer				
Other adults					
Safeguarding officer	(SWPSGFC) Sonia Moorey (SWCFC) Matt Clare				

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	n/a	n/a	G	Email guidance and procedures before session	G	
Consent gained for participation	n/a	n/a	G	Email responses of attendance and register	G	
Personal information security maintained	n/a	n/a	G	All PID is stored in accordance with GDPR regulations, and no additional data collected for the sessions	G	
Clear Procedures for safeguarding concerns and allegations against coaches	Y	Y	A	Refer to Club Safeguarding policy. Correct PPE equipment to be used in specified situations, eg administering first aid	G	



Covid infections	n/a	n/a	A	<p>No participant to take part if they have shown any of the current covid-19 symptoms.</p> <p>All sessions to take place outside</p> <p>All players to wash hands before session</p> <p>All pre-cautions taken according to FA and govt guidelines for competitive sport</p> <p>All procedures shared with coaches, parents and other stakeholders.</p> <p>Participants to arrive and leave in their own kit and use personal water bottles</p> <p>Spitting not allowed</p> <p>Unnecessary contact not allowed (eg handshake, celebration)</p> <p>For further details refer to club policies</p>	G	
Site and facilities maintenance	n/a	n/a	A	<p>The Sports Centre toilet facilities will be available to use.</p> <p>Only coaches to unpack and re-pack equipment</p> <p>Equipment to be sanitised before and after use</p> <p>Social distancing and staggered start times to allow flow of people while inside facilities</p>	G	



Playing area	n/a	n/a	G	The whole 3G playing area is fenced and secure, and a curtain separates the half-pitch playing areas, when hired as such. No spectators are permitted in the 3G area, but there is a paved walkway along one end, and grass standing area surrounding the remaining perimeter. Access is via a single gate (where QR code and safety rules are posted) - care will be taken to keep groups from entering/ exiting at the same time.	G	
Location is within the Village College Site, accessible by A1307	n/a		A	Specific emergency procedures in place, such as location postcode and What Three Words location published.	G	absorb guards fellow

Risk assessment completed by:		Checked by committee member:	
Name	Veronica Kane Dickson	Name	Matthew Gill
Role	Covid-19 Officer	Role	Treasurer
Name			
Role			