

BROMSGROVE SPORTING FOOTBALL CLUB
COVID-19 RISK ASSESSMENT
AUGUST 2020

(Version 1.1)

Information from the Government, FA and League is currently incomplete regarding how football clubs are to restart their season. The Government 'Alert' scheme indicates that the country is between levels 3 and 4 so that the overall risk to the country is 'the virus is in general circulation and although some restrictions are eased, adherence to social distancing is essential. It is also noted that across the country there are transient pockets of local infections that are being responded to with local measures.

Bromsgrove Sporting acknowledge that the risk factors for having crowds of spectators shouting, cheering and socially mixing represents a significant risk – that risk being quantified as ***'the possibility / probability of acquiring the infection and possible severe illness and even death'***.

The club will take those measures required to minimise those risks but it must be acknowledged that we are heavily dependent on all persons entering the ground on match days behaving in a reasonable and responsible way.

L = Likelihood, following mitigation measures, what do you estimate the residual likelihood of failure will be?

S= Severity, following mitigation measures, what do you estimate the residual risk to health will be?

RISK AREA	CONTROL MEASURES	RESIDUAL RISK		
		L	S	R
CROWD ATTENDANCES (Awaiting Government, FA and league requirements)	<ul style="list-style-type: none"> The numbers of spectators entering the ground to be controlled to meet any Government, FA or League requirements. This control may be by pre-sold tickets or by controlled entry on the day. A condition of entry to the ground is that contact name and contact details are registered before entry. All those entering the ground to wear face masks and worn at all times Stewards to be used to control numbers (by reference to the turnstile 	2	4	8

	<p>operators), ensure track-and trace information is collected and that face masks are being brought into the ground.</p> <ul style="list-style-type: none"> • All playing staff from both sides, Directors, non-playing staff and guests to be pre-registered with the office and must enter through the main gate for players as detailed below • All must 'sign in' at the main gate to ensure we know who is in the ground. • A register of all stewards and other staff to be kept by the office and these too to sign in as above. • Safety Office to issue PPE and brief Stewards. 			
<p>HOME PLAYERS ARRIVING AT GROUND</p> <p>(For 3pm game, times will alter accordingly for a night game)</p>	<ul style="list-style-type: none"> • Home team to arrive for 1-00pm (players to wear face coverings) • To park behind North Stand and walk to main entrance. • Come through main gate at the Town end of the ground. Hand Sanitiser will be available near to the gated entrance • Home players and staff to use tunnel as normal, and enter dressing room adhering to social distancing. • Hand Sanitiser will be available to dressing room entrance/exit. 	1	4	4
<p>AWAY PLAYERS ARRIVING AT GROUND</p> <p>(For 3pm game, times will alter accordingly for a night game)</p>	<ul style="list-style-type: none"> • Away team to arrive at ground at 1-15pm (players to wear face coverings) • To park behind North Stand and walk to main entrance. • Come through main gate at the Town end of the ground. Hand Sanitiser will be available near to the gated entrance • Away players to proceed to dressing room, via the gates behind the stand, and enter dressing rooms adhering to social distancing. • Hand Sanitiser will be available to dressing room entrance/exit. 	1	4	4
<p>MATCH OFFICIALS ARRIVING AT GROUND</p> <p>(For 3pm game, times will alter accordingly for a night game)</p>	<ul style="list-style-type: none"> • Match Officials to arrive at ground at 1-30pm (officials to wear face coverings) • To park on the car park in front of the main turnstiles. • Come through main gate at the Town end of the ground. Hand Sanitiser will be available near to the gated entrance • Officials to proceed to dressing room, via the gates behind the stand, and enter dressing rooms adhering to social distancing. 	1	4	4

	<ul style="list-style-type: none"> Hand Sanitiser will be available to dressing room entrance/exit. 			
AWAY OFFICIALS/OTHER GUESTS ARRIVING AT GROUND (For 3pm game, times will alter accordingly for a night game)	<ul style="list-style-type: none"> Away Club Officials to be checked in via the main gate as per the players. All other guests to proceed through the turnstiles Main Gates will be closed from 2-00pm 	1	4	4
MATCH ARRANGEMENTS	<ul style="list-style-type: none"> No drinks for players and match officials will be provided by the club, players and officials to provide their own. Away team to enter field of play first after assistant referee has checked boots and equipment as per match officials' protocol. Home team to enter field of play once away team are on the pitch after assistant referee has checked boots and equipment as per match officials' protocol. Seats in the dugouts will be spaced at a minimum of 1m, face masks to be worn while sat in this area for all occupants of this area. Match balls will be strategically position around the pitch. Once any match ball has gone out of play it is to be returned to the dugout where one of the coaches will clean and spray the ball before it is put back into use. Away team to leave the field first at half time down the tunnel. Home team to leave the field of play at half-time once the tunnel is clear from the away team Match officials to leave the field of play at half time once both teams are safely in their dressing rooms. To start the second half, players and match officials to adhere to guidelines set out for the start of the match. At the conclusion of the match players and match officials to leave the field of play as set out for half-time. All players and match officials to adhere to government and F. A. guidelines regarding acknowledging others after the game. All players and Match Officials to leave dressing rooms adhering to social distancing at all times and to use the hand sanitiser provided. 	2	4	8

	<ul style="list-style-type: none"> Track and Trace information will be held by the Football Secretary for all involved with the away team and all match officials. This will not be shared unless need to do so following GDPR guidelines. At the time of writing there is no guidelines regarding hospitality for players and match officials. At the time of writing there is no guidelines regarding hospitality for away officials. 			
CAR PARKING (Adjacent to 'Shed' terracing)	<ul style="list-style-type: none"> Signs advising distancing. Car park steward (all stewards) to offered PPE. 	1	4	4
CAR PARKING (Adjacent to Main Reception)	<ul style="list-style-type: none"> Front car park to be kept clear of vehicles to all for socially distanced 'snaking' queue For matches without spectators, clear enough space to the entrance to allow safe distancing. For matches with spectators, no cars in the bottom car park all parking in the top car park. Use barriers and striped tape to mark and define a safe entrance with 2m or more distancing. 	2	4	8
ACCESS TO GROUND (Main gates)	<ul style="list-style-type: none"> Steward or SIA on duty to enforce social distancing. All visitors enter though the main gates Players (both teams), match officials, away team officials, FA and County FA guests, etc to be on a pre-approved list and to sign in. No player guests. Gates to be used for wheelchairs, push chairs, prams and anybody who is unable get through turnstiles. 	1	4	4
ACCESS TO GROUND (Reception Desk & Office)	<ul style="list-style-type: none"> Office to be maintained as a sterile area – no unauthorised admission Deep clean after use. 	1	4	4

<p>ACCESS TO GROUND (Turnstiles)</p>	<ul style="list-style-type: none"> • Screen to be installed on each turnstile. Hand sanitiser both sides. Masks to be available for anybody needing or requesting them. • Steward or SIA on duty to enforce one person or family group at a time and distancing. • Operation depends on method of payment, pre-issued tickets, card payments, cash or a mixture. • Need to keep accurate numbers with a view to closing turnstiles once limit is reached. Need signs to advise of possible closure. • Advance PR to arrive early. • Deep clean after use. 	2	4	8
<p>GROUND ARRANGEMENTS (Concourse outside reception/turnstiles)</p>	<ul style="list-style-type: none"> • All sales inside the ground well away from the turnstiles. • Steward(s) to encourage safe distancing and moving spectators on round the ground. 	2	4	8
<p>GROUND ARRANGEMENTS (Main Stand)</p>	<ul style="list-style-type: none"> • Everybody to wear face masks. • Signs advising family groups to keep two seats apart. • Stewards to advise. 	2	4	8
<p>GROUND ARRANGEMENTS (Terracing below Main Stand)</p>	<ul style="list-style-type: none"> • Need for 1 m plus distancing signs. • Barrier or tape to be used to keep spectators at 1m from players. 	2	4	8
<p>GROUND ARRANGEMENTS (North/Shed Terracing)</p>	<ul style="list-style-type: none"> • Signs advising at least 1m plus distancing. • Steward(s) to manage and advise. 	3	4	12
<p>GROUND ARRANGEMENTS (South/Town End Terracing)</p>	<ul style="list-style-type: none"> • Signs advising at least 1m distancing. • Steward(s) to manage and advise. 	3	4	12
<p>GROUND ARRANGEMENTS (East side concourse by bar entrance)</p>	<ul style="list-style-type: none"> • No standing outside the bar entrance • Stewards to enforce. • Signs to advise on distancing and queuing for Rouslers Bar. 	3	4	12

<p>GROUND ARRANGEMENTS (East side concourse by studio entrance and disabled enclosure)</p>	<ul style="list-style-type: none"> • No standing on the east concourse. • Only disabled spectators and carers under the canopy. • Stewards to enforce. • Signs to advise on distancing and queuing if the Studio Bar is being used. 	2	4	8
<p>CATERING (Café Rousler)</p>	<ul style="list-style-type: none"> • Sanitisers to be provided. • Condiments in sachets not multi-use containers. • Use tape or barriers for queues to enforce distancing. • Open 2 x hatches; consider one to be drinks (including beer in plastic bottles) only to reduce pressure on the other bars and the food hatch. • Deep cleaning afterwards. 	2	4	8
<p>CATERING Pop-up 'Rouslers Return' bar)</p>	<ul style="list-style-type: none"> • Need In and Out, 1m plus distancing signs. 	2	4	8
<p>CATERING (West side tea shack)</p>	<ul style="list-style-type: none"> • Need In and Out, 1m plus distancing signs. 	2	4	8
<p>TOILETS (West side)</p>	<ul style="list-style-type: none"> • Gents - signs for one in one out and only one person at a time at urinals and basins. • Ladies - no extra action needed. • Deep clean after the match. 	2	4	8
<p>FIRST AID ROOM</p>	<ul style="list-style-type: none"> • Use by first aiders and medical staff only (note - need to recruit more first aiders and stewards). • No use for managing the 50/50 draw, use the shop instead. • Deep clean if used. Better if only opened in the event of anybody needing treatment, etc. 	2	4	8
<p>ACCESS TO CLUBSHOP</p>	<ul style="list-style-type: none"> • Queuing outside club shop from left hand side up to red marked square 1m + distancing • Steward to marshal queue and to enforce max of 2 customers in shop at any one time 	2	4	8

	<ul style="list-style-type: none"> • Steward to ensure hand sanitizer used and compulsory face covering worn on entry • PPE provided for steward, signage on floor for queuing area sanitisation Station by shop entry • Signage on shop windows (max 2 persons in shop) (face coverings mandatory) 			
CLUBSHOP ARRANGEMENTS	<ul style="list-style-type: none"> • Customer to travel around shop in an anti-clockwise motion following signage on floor • Purchases should be placed on table in front of sales desk and step back onto 1m Square on floor • All purchases where possible to be bagged and placed on table in front of sales desk for customer collection • sales assistant will offer contactless payment to customer via card machine placed at safe distance for swipe or card insertion and pin typed in • use of extendable selfie stick or cash via customer placing cash in a tray 1m minimum away and tray removed and any change placed in tray and placed to customer 1m minimum away • Customer encouraged to sanitize again before exiting • A deep clean of the premises to take place before and after opening times • Opening times limited to pre match and half time only • PPE needed for sales assistant • Perspex screening/ masks / shield to protect sales assistant and customer • Signage on shop floor and table in front of sales desk • Cleaning products and safe waste disposal products provided 	2	4	8
SALE OF PROGRAMMES & 50/50 TICKETS	<ul style="list-style-type: none"> • BSSS stall to be used and placed in the area back left of turnstiles towards Town End • Two queues to be established one for 50/50 and one for programmes with markings of 1 metre plus • Steward placed to guide and monitor • Programmes and 50/50 tickets to be laid out for selection • Exact money to be placed in buckets and fan will select programme 50/50 	2	4	8

	<p>ticket from stall and exit either left or right of stall.</p> <ul style="list-style-type: none"> • Sanitisation station to be provided in front of stall • Sanitisation and PPE to be provided to volunteers 			
<p>ROUSLERS BAR – ORDERING DRINKS</p>	<ul style="list-style-type: none"> • Under 18's will only be allowed entrance as long as they are accompanied by an adult. • All children must be supervised at all times and must stay within your family group and not to wander around the ground. • There will be tables inside the Sporting Bar on a first come first served basis. • Outside tables will be placed on the terracing outside the Sporting Café • No table reservations or saving seats. • Contactless card payment is preferred, but cash payments will also be accepted. • Customers will order and pay for their drinks when reaching the bar and then be directed to the correct designated collection point and exit. • All customers that stay within the Sporting Bar must be seated. There will be no standing within the Bar. • Customers will enter the Bar via the Main Lobby entrance and then exit the bar by the fire door opposite the bar area. • All drinks will be served in plastic glasses whether drinking inside or outside and a clean glass will be supplied each time you reorder a drink. • Sanitized stations are installed for convenient access to all areas inside and outside for customers and staff use. • Social distancing rules must be followed by all people at all • To guarantee a seat inside the Bromsgrove Sporting Bar, we recommend you arrive as early as possible, but please be patient if you are asked to queue. No seats can be saved for friends or family arriving later than yourself. • The entrance, bar and exit will have a steward to direct. • All queues will have floor markings guiding fans to the bar • Sanitisation stations at entry and exit to be provided • Use of face coverings inside bar whilst queueing to be strongly encouraged • Screens to be erected on bars • PPE and sanitisation to be provided for staff • Deep clean before and after use 	2	4	8

ROUSLERS BAR - TOILET FACILITIES	<ul style="list-style-type: none">• One-way system with floor markings one metre +• Enter through main doors to toilets• Maximum of six in toilets at any one time• Steward to monitor• Sanitisation station on entry to be provided• Face coverings inside building to be encouraged• Exit through Sports bar doors• Deep clean before and after use	3	4	12

RISK MATRIX		SEVERITY				
		1: Insignificant	2: Minor	3: Moderate	4: Major	5: Catastrophic
LIKELIHOOD	1: Rare	Low	Low	Moderate	Moderate	High
	2: Unlikely	Low	Low	Moderate	High	Extreme
	3: Possible	Low	Moderate	High	Extreme	Extreme
	4: Likely	Moderate	Moderate	High	Extreme	Extreme
	5: Certain	Moderate	High	Extreme	Extreme	Extreme

VERSION CONTROL

Version	Details of Amendments	Date
1.0	Initial document	07 August 2020
1.1	Following Risk Assessment	13 August 2020