



## Appendix 2: Rainham CC - Risk assessment template

As a facility provider, you should complete your own COVID-19 Risk Assessment and publish this to your users.

We have provided an example risk assessment below, which is for illustrative purposes only, and includes some examples of things to consider. Consider how this will apply to each aspect of your operation and identify the controls you require to meet Government guidance regarding health, social distancing and hygiene etc. Remember that you must review your other Health and Safety, and Safeguarding, risk assessments for other hazards such as fire, first aid etc.

What are the hazards?	Transmission of COVID-19	
Who might be harmed?	Facility users, staff, volunteers, visitors and the wider community	
No	Controls required	Action Taken by the Club
<b>Facility Capacities</b>		
	Have you determined the safe capacity of your field of play and grounds for both organised cricket activity and off-field activities (subject to the Rule of 6 or as a group made up of two households), accounting for social distancing, legal gathering size limits and supervision ratios where applicable?	Yes. The playing and training areas are large enough to keep each age group separated. We must ensure we have enough coaches for the numbers (1 to 10 for 9s and over and 1 to 8 in the nets. Off the field parents will be instructed to stay in groups of 6, but only 2 households in that group
	Have you determined the safe capacity of your net practice facilities accounting for social distancing and legal gathering size limits?	Yes. We have 2 nets we will ensure the ratio of coaches in the nets will be at 1 to 8, Hygiene breaks will take place every 20 minutes. All participants to use their own equipment and cricket balls. No saliva or sweat to be on the ball. Discs will be laid out to ensure all participants remain 2m apart
<b>Organised activities</b>		
	Have you review playing guidance and make suitable adaptation to your approach to practice and matches?	Yes, as above. For matches we will refer to the risk assessment carried out in July 2020

	Have you reviewed supervision ratios and adapt group sizes for supervised children's activities accordingly? Have you ensured safeguarding procedures are being followed, even under COVID restrictions?	We will follow COVID-19 regulations regarding hygiene breaks, using own equipment, no saliva or sweat on balls. All touch points and equipment to be wiped down. The ratios of coaches will also be adhered to (1 in 10 for 9s and over and 1 in 8 in the nets)
	Have you assessed control measures for preventing spectators (with limited exceptions – see guidance)?	Yes. Parents will be asked to stay in specific areas and to be kept 2m apart. Groups of 6 from 2 households will only be allowed
<b>People Management and Communication</b>		
	Establish what restrictions are in place for your venue location including restrictions on gathering size limits in line with the UK Government Roadmap and ensure your control measures are appropriate.	The toilets only will be in use and there will be a signposted one-way system for the use of toilets. Parents will be instructed to keep 2m apart and only allowed groups of 6 from 2 households. This will be communicated on the club website, club Whatsapp groups via this document
	Self-screening of individuals before they arrive at the venue to ensure individuals displaying COVID symptoms or those who should be shielding do not travel or attend.	We will request that any COVID-19 symptoms that have occurred prior to training that the individual must not attend and self-isolate.
	Ensure that NHS Test and Trace data collection system is in place and that it is compliant with Information Commissioner's Office guidance.	All participants will be logged and we also have the QR code on the clubhouse wall
	Ensure that your NHS QR Code poster has been produced and displayed for use by visitors.	Yes. This is in the clubhouse
	An assessment of user numbers, space capacities, venue circulation and layout planning to maintain social distancing.	As with normal training sessions each age group will be allocated a safe area to train and COVID hygiene breaks will be observed. The nets will have discs laid out so that all participants are 2m apart.
	A plan for where parents and players will sit whilst watching cricket activities.	Parents will have allocated area and instructed to keep 2m apart
	Signage and communication so that all participants and visitors (including spectators) are aware of the control measures in place and how to act appropriately to minimise the risk of transmission of COVID-19.	Signage will be in place informing parents and participants of the areas to sit (they must bring their own chairs) and the one-way system to use the club toilets
	Staff and volunteer training to support the implementation of the plan, with suitable training records.	All coaches to meet prior to the training starts to run through the net, outfield and practice wicket protocols so they are COVID-19 safe. All coaches to have adequate sanitiser and wipes. Once this training session has been

		completed all coaches to sign to state they have attended and understood the protocols in place for training
<b>Buildings</b>		
	Assess ventilation in your building (natural and mechanical) and take appropriate measures to maximise ventilation and minimise risk of transmission.	The clubhouse will only be used to access the toilets via a one-way system. All windows and doors will remain open to ensure the clubhouse is ventilated during this time.
	Assess the maximum occupancy of your rooms in order to ensure Social Distancing can be maintained, and establish a suitable circulation system / one-way system. Use signage and floor markings to communicate this.	The system will be one uses the toilets whilst the next stands inside the building at least 2m apart, anyone else will have to wait outside the clubhouse. Discs on the floor and signage will indicate where to stand and what way to go
	Assess the arrangement of seating areas to maintain social distancing and minimise the risk of transmission.	Sets will not be used in the building
	Consider your wet weather plans and describe what actions you will take to maintain social distancing in wet weather.	Our wet weather plans will be to request all parents and children return to their cars or homes until further notice that the conditions are safe to continue
<b>Social and Hospitality Areas</b>		
	Have you ensured your social and hospitality areas will remain closed?	Yes. Only the toilet facility in the building will be open
<b>Hygiene and Cleaning</b>		
	Develop an appropriate cleaning plan	Cleaning of equipment, inside the clubhouse and toilet areas will take place prior to the facility being used and after
	Materials, PPE and training that you have provided to your staff for effective cleaning.	All materials and PPE will be provided in accordance with the COSHH data sheets of the material being used
	Provision of hand washing facilities with warm water, soap, disposable towels and bin.	There are 3 wash hand basins in the clubhouse, that are fully stocked with soap, towels, warm air hand dryers and sanitiser.
	Provision of suitable hand sanitiser in locations around the facility to maintain frequent hand sanitisation.	Hand sanitiser will be available at the clubhouse door and at the 3 wash hand basins
	Provision of suitable wipes and hand sanitiser on the field for Hygiene Breaks.	Each age group will have a full set of hand sanitiser and wipes
	What are the hazards?	Other venue hazards to be considered after temporary closure such as Legionnaire's Disease, fire, electrical safety etc. As the building is rented on a licence basis with Havering Council, they are responsible for water hygiene testing, annual fire risk assessment, 5 yearly electrical testing, fire extinguishers and boiler maintenance
	Who might be harmed?	Facility users, staff, volunteers and visitors – club members, coaches and the contractors that have to carry out the testing

Controls required		Action Taken by the Club
<b>Preparing Your Buildings</b>		
	Consider the risk of Legionnaire's disease and carry out necessary work to make your water supply safe for users. Refer to the specific guidance in the document above.	The Council carry out monthly water testing and during the season taps are regularly used and flushed. During the off-season taps and water outlets are flushed on a weekly basis
	Check that routine maintenance has not been missed and certification is up to date (e.g. Gas safety, Electrical Safety and Portable Appliance Testing, Fire Safety, Lifts and Heating – Ventilation and Air Conditioning).	This is down to the council. We have a copy of the asbestos register, a folder with all the water hygiene check paper work and the fire extinguishers are checked annually. We require copies of the fire risk assessment, 5 yearly electrical testing and boiler maintenance
	Check that your ground is ready and safe to play. Look at what work is required and how this can be done safely at a social distance.	We have a team of grounds maintenance volunteers who are fully trained to use the necessary equipment to water and roll. The Council carry out the cutting of the cricket square
What are the hazards?	Vital first aid equipment is not available when needed. First aiders do not have adequate PPE to carry out first aid when required. – The first aid kit is checked regularly to ensure it is fully stocked with the correct first aid items and PPE	
Who might be harmed?	First aiders, facility users, staff, volunteers and visitors	
Controls required		Action Taken by the Club
<b>First Aid</b>		
	Check that your first aid kits are stocked and accessible during all activity.	Checked and restocked on an annual basis
	What steps have you taken to improve your first aiders' understanding of first aid provision under COVID?	We have disposable face masks and rubber gloves for first aiders to use
	If you have an AED then check that it is in working order, service is up to date and that it is available during all activity.	The defibrillator is checked on an annual basis to ensure it is in good working order
What are the hazards?	Pitches or outfield are unsafe to play on – waste, rubbish glass bottle broken glass, sharp object, dog fouling are all checked for and removed prior to any play or training	
Who might be harmed?	Players, officials, ground staff, park users	
Controls required		Action Taken by the Club
<b>Preparing your grounds</b>		
	Safety checks on machinery, sightscreens and covers.	All of our ground's maintenance equipment is serviced annually. Sightscreens are checked every time they are used and all the slats removed during the off season

	Check and repair of any damage to pitches and outfields.	This is done before each match and training session
	Check and repair of any damage to practice facilities including nets	This is checked prior to every net session and a reminder to all participants of the rules of how the nets should be used safely. There is a large sign on the nets that highlights the rules of use
What are the hazards?	Use this space to identify hazards at your venue - hazards could be holes in the nets or the nets being too loose. Also, debris from the trees which should be removed to ensure the surface is clear	
Who might be harmed?	Use this space to identify who might be harmed – coaches and participants and park users	
Controls required		Action Taken by the Club
	Identify your own control measures required.	
	Holes in nets	These are checked prior to each session of use. The whole will be repaired prior to usage
	Nets too loose	This is checked prior to each session and the nets are tightened to ensure they do not bulge into the next lane
	Debris and rubbish in the lane	This is checked removed or swept prior to each use

What are the hazards?	Use this space to identify hazards at your venue – Rubbish, broken glass, bottle, dog fouling on the outfield. Machinery being used during pitch maintenance	
Who might be harmed?	Use this space to identify who might be harmed players, coaches, officials, parents park users	
Controls required		Action Taken by the Club
	Identify your own control measures required.	
	Rubbish, broken bottles, dog fouling on the outfield	Checked prior to each time used and removed
	Machinery being used on the outfield	Each volunteer is trained on how to use the equipment and works is carried out giving park users priority and great care