

COVID-19: PRACTICAL COACHING RISK ASSESSMENT CLUBS

RISK: Spread of Covid-19

WHO CAN BE AFFECTED?

- Coaches, Players, club members and visitors to your club.
- Vulnerable groups – elderly, pregnant workers, those with existing underlying health conditions.
- Anyone else who physically comes in contact with training groups/individuals

CLUB NAME:

Basingstoke RFC

COMPLETED BY:

M. Amos (BRFC Chair of Governance)

DATE COMPLETED:

18/07/20

APPROVED BY:

M. Rushworth (BRFC Honorary Secretary, IOSH)

DATE APPROVED: 27th July 2020



Managing, preventing and controlling risk

The HSE requires businesses, including sports clubs and venues, to identify management responsibilities with regard to managing risks and to put contingency plans in place.

If the club has direct employees then someone competent should be appointed to help meet health and safety duties and take responsibility for controlling any identified risks. This person could be inside or outside of the club or venue. For all clubs, we recommend that someone takes responsibility for coordinating the management of risk and keeps records of the steps taken to mitigate these (businesses with five or more employees are required to keep records of any significant risk and this is good practice for all businesses).

We recommend that all coaches / venues complete a Covid-19 specific risk assessment. Look at how this might apply to your club / coaching sessions, continue by identifying the hazards that are the real priorities in your case and complete the table to suit your environment. This template is to be used as a guide to completing a full risk assessment at your venue in order to safely open up your club. This is not an exhaustive list and we highly recommend that you complete a full risk assessment for your venue and review on a weekly basis.

Covid-19 is a biological hazard, and like any workplace hazard, appropriate control measures will need to be put in place to reduce the risk of someone being infected. Normally, the goal is to eliminate hazards where possible; however, unlike a faulty piece of equipment, the virus cannot simply be removed. Instead, the aim is to introduce suitable and sufficient control measures to reduce the risk of contracting the virus to as low a level as is 'reasonably practicable'. In other words, precautions should be implemented, but the time, cost and effort involved in implementing a control measure should be reasonable, when compared to risk posed by what you are controlling.

If you have any queries visit the RFU Insurance Centre www.englandrugbyinsurance.co.uk.
RFU HELPLINE: 0121 698 8001. RFU 24 hour Legal Helpline 0330 3031877.

Things to consider

- You should keep a register of anyone attending a training session to help manage "track and trace" if an infection is reported by someone present.
- Care should be taken with regard to sharing of equipment and other items, such as water bottles. Handling shared items and then touching the face is one way the virus spreads.
- Potentially there is a risk of increased droplet spread when breathing hard during exercise or moving quickly, compared to when people are breathing normally and are stationary or moving slowly. It is sensible wherever possible to maximise the distance between people when doing training.
- Have you considered how COVID-19 affects how you would administer first aid? St John's Ambulance provides advice on what to consider at <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>
- Remember your safeguarding policy. It is important that everything you do is aligned with existing policies intended to protect members, coaches and employees.
- Finally, what do you do if someone is not complying with the actions you've taken to manage the risks of COVID-19? It is sensible to have agreed actions to deal with unacceptable behaviour before an incident occurs.

Action to be considered	Action taken (to be completed by the club)
Hand washing facilities with soap and water in place	Club is providing hand sanitiser which must be available at every training session. Dispensers should be placed in an accessible place outside the clubhouse for arriving players. Hand washing facilities will be available in toilets when the clubhouse is open.
Stringent hand washing taking place	Coaches are responsible for ensuring ALL players and coaching staff sanitise hands before and after sessions
Gel sanitiser readily available and used regularly	Club is providing hand sanitiser which must be available at every training session. Dispensers should be placed in an accessible place outside the clubhouse for arriving players. Hand washing facilities will be available in toilets when the clubhouse is open.
Disposable towels available and used to wipe sweat off face	Players will be required to bring their own sweat towel
Gel sanitiser in any area where washing facilities not readily available	Club is providing hand sanitiser which must be available at every training session. Dispensers should be placed in an accessible place outside the clubhouse for arriving players. Hand washing facilities will be available in toilets when the clubhouse is open.
Equipment cleaned and disinfected before and after use	Club is providing sanitisation station for equipment utilising large bins containing viral disinfection solution in which all balls/cones must be dipped and rinsed before and after use.
Equipment stored securely	No access to equipment bunker (keep locked). Balls/cones for each individual session to be kept securely/accounted for by Lead Coach in each case.
Minimise sharing of kit / equipment	Where pitch space is being used in quadrants, these will be delineated using double cone lines 2m apart: each training pod/group will stay in their respective area for the duration of the session. Coaches/First Aiders who are assigned to a specific group MAY NOT roam. Equipment should not be shared between groups. No access to equipment bunker (keep locked). Balls/cones for each individual session to be kept securely/accounted for by Lead Coach in each case.
No sharing of water bottles	Players will be advised to bring their own water bottle and small low-cost bottles of water will be available to purchase should anyone forget to bring one.
No close physical contact	Players will be advised of this requirement and coaches will be responsible for compliance.
No hand shaking	Players will be advised of this requirement and coaches will be responsible for compliance.
No huddles	Players will be advised of this requirement and coaches will be responsible for compliance.
No touching face	Players will be advised of this requirement and coaches will be responsible for compliance.

If space allows, increase social distancing between players during heavy exertion	Players will be advised of this requirement and coaches will be responsible for compliance. Space allowances will be well communicated prior to training to allow coaches to think about practice design.
Ensure there is adequate space/time for each training session to proceed safely	A matrix detailing each age groups numbers and space requirements (according to current Phase of RFU Return to Rugby Roadmap) has been produced and will remain under review particularly in the respect of lighting requirements as we move into September.
Ensure there is adequate human resources to allow each training session to proceed safely, especially where minimum child/adult safeguarding ratios apply	Each age group will be required to confirm they have enough volunteer staff to ensure sufficient adult/child ratios where Regulation 21 applies, sufficient coaching staff and qualified Emergency First Aid cover to support training, adequate systems to record bookings and attendance at sessions. This is detailed on the Coaches Checklist.
Is there an effective action plan in place to deal with someone with suspected symptoms, should it be necessary?	Players with any symptoms will isolate away from the training area and the First Aider will be immediately notified. First Aider will assess and notify Club Safeguarding Officer (Sarah Whatmore) to obtain advice if Covid symptoms are apparent/suspected. Player will be advised to return home immediately and will be followed up by call from CSO. CSO will also contact Lead Coach to ascertain attendee list for that session.
Ensure guidance signage is clearly visible	Signage will be clearly visible where needed. "Equipment Disinfection Station", "Hand Sanitisation Station" and "Please Keep Your Distance when training sessions are in Progress" to be produced locally.
Plan for non-compliance	All coaching teams will be supported to deliver safe, well-organised sessions. A clear Protocol will be discussed and circulated to all training groups; training space and timings will also be clearly communicated. Every opportunity will be given to adapt training sessions to best fit the needs of the players, but guidelines will be expected to be followed strictly and consistently throughout the club to ensure a risk managed approach. If anyone has any difficulties with the agreed protocol, they are invited to discuss this with their Chair of Playing, who will bring suggestions and feedback to the Return to Rugby Review Group (DL, SC, TF, MA, SW). The Return to Rugby Protocol will be reviewed on a weekly basis for the first 4 weeks in order to make any necessary changes/adaptations as Government/RFU Guidance allows. If training sessions cannot be undertaken within the agreed protocol, they should not take place. Any coach or player operating deliberately outside agreed protocols will be asked to discontinue the session and may face disciplinary action from the Club.

Compiled by the Return to Rugby Review Group as follows:

Dave Lambert (BRFC Chair of Senior Men's Playing)

Sheree Cooper (BRFC Chair of Ladies Playing)

Toby Fryer (BRFC Chair of Youth Playing)

Sarah Whatmore (Club Safeguarding Officer/Rugbysafe Lead)

REVIEW DATE	REVIEWER	COMMENTS

This Risk Assessment will initially be reviewed weekly throughout August 2020 by the Review Group (2nd, 9th, 16th, 23rd, 30th August 2020) after which a review period will be revised.

I have read and understood this Risk Assessment:

Signed:.....Date:.....Role:.....