

**Match Day Facilities**

CONTROL MEASURES (Describe the existing workplace precautions and risk control systems in place)	Added Controls	Residual Risk Rating HIGH MED LOW	Are Existing Controls Adequate?	
			Yes	No*
<b>Players</b>  <b>Entry to the Ground</b>	➤ Self-Assessments required to have been undertaken by all participants ahead of attending the ground for a fixture. Anyone displaying symptoms should inform their Club immediately, not travel to the game and Contact NHS 111 to book a test.	MED	X	Medical questionnaire to be completed by players and officials to raise awareness.
	➤ All visiting club and Match officials shall provide the name and contact number for all participants including bench crew ahead of the fixture.	MED	X	Register to be completed by all 24 hours prior to the fixture. Any late additions may be refused entry
	➤ Anyone not included on the list may be prevented from entry	MED	X	One way system in place, one point of entry, and another point of exit
	➤ Temperature checks will be recorded on entry	MED	X	Will be at the point of entry and positioned around facility.
	➤ Entry to the ground via designated gate ONLY.	MED	X	North End/ Players entrance will be signage, temperatures will be taken if requested by individuals as the club are not taking core temperatures (ear, mouth, etc)
	➤ Hand Sanitizer at entry point to the ground	MED	X	This entrance will have signage.
	➤ Entry to ground will be by the gates at the north end of ground beside players entrance. where each players temperature will be taken.	MED	X	ATFC Manager will advise the players on arrival and through social media prior to the game.
	➤ The away team will then enter the changing rooms via the player's tunnel.	MED	X	Provided by the club
	➤ Home team will change in the function suite and enter via the function suite fire exit door. (not directly from the Club house).	MED	X	If other members of the away team need to attend, they must wait for the changing room to be vacated
	➤ Players to use hand sanitizer provided in changing room area	MED	X	all team talks are to be held on the pitch or in the
<b>Entry to the Changing Rooms</b>	➤ The number of people allowed in the changing room at any one time is limited to a max of <b>7 people</b> . (Both changing room for the use of the away team).	High		
	➤ The showers are limited to a maximum of <b>2 people</b>			

	at any one time.			
	➤ Match officials will enter the changing rooms via the door under the main stand. The normal officials changing room along with the board room will be made available for them to change and carry out any briefings.	High	X	open air For pre-season friendlies or until ATFC receive further guidance showers are not be used.
	➤ Teams Pre and Post Team talk with either be externally on the pitch or limited number as indicated above in the changing room	MED	X	Two Rooms to be used. Board room made available and washing/toilet facility within the existing official's room.
	➤ Changing room doors and windows are to be left open at all time when the max numbers are present. Extractor fans to be used.	MED	X	Team talks are preferred to be undertaken on the or in an outdoor space.
<b>Team Talk</b>	➤ Cleaning of the changing rooms including shower areas and toilets before and after each use.			
	➤ <b>Team sheets to be online</b> (to be assessed)	MED	X	As description
<b>Cleaning of the Changing rooms</b>				
	➤ Payment of Match Officials will be by BACS only, with each Official providing written email confirming their fee and including travel prior to the game. Bank details to be given on the day.	MED MED	X X	As description. As not to handle paper team sheets.
<b>Team Sheets</b>				
	➤ Warm up areas are designated on the back pitch only with an area for home and away sides marked out. Separate route for each team will be signed. Match officials will use the main pitch	MED	X	As not to use coins or notes, good practice
<b>Payment of Match Officials</b>				
	➤ Every effort shall be made, to ensure each group remains in their own designated area at all times.	MED	X	Instructions to be issued by club officials and signage will be provided.
<b>Player and Match Officials</b>				
	➤ Entry to the pitch prior to the match shall be via the players tunnel for away team and function suite fire exit for away team. Match officials via the entrance below the main stand	MED	X	Managers and club officials to enforce.
<b>Warm up areas</b>				
	➤ No RESPECT handshake to take place prior to the game.	MED	X	Segregation required for good practice.
<b>Entry to the Pitch</b>				
	➤ Number of personnel in the dugout area will be limited to a max of 5. Additional seating in the stand behind the dug out will be available and marked for	MED	X	To reduce contact between players.

<b>Dug Outs</b>	<p><i>other bench staff and substitutes</i></p> <p>➤ <i>Medical requirements will be dealt with in line with the FA First Aid guidance for return to competitive football.</i></p>	MED	X	Instruction of areas of additional seating for substitutes will be indicated by the club officials on the day of the match. Covered seating will be provided with social distancing.
<b>First Aid</b>	<p>➤ <i>Substitutions and all on field activities during the game will be administered via the match officials in line with the Government and FA Guidance.</i></p>	MED	X	All medical staff will be aware of current protection required and carry out their medical processes in line with FA/Government guidelines.
<b>Substitutes</b>	<p>➤ <i>Prior to the game, at half time and at full time the goal posts, corner flags and any other surfaces which may have been touched during the game will be sanitized by Club staff.</i></p>	LOW	X	As FA Guidance
<b>Further Cleaning</b>	<p>➤ <i>During the game balls leaving the playing area will be sanitized prior to return to the dugout area.</i></p> <p>➤ <i>Post-match all participants are to re-enter the changing room via the same point as when entering the pitch.</i></p>	MED	X	The equipment will be sanitized with products that are suitable for the materials that they are made of.
<b>Post-Match</b>	<p>➤ <i>Limited numbers to be maintained in the changing rooms and shower areas as previously noted.</i></p> <p>➤ <i>No hospitality food or drinks to be provided to the participants after the game. They may enter the club house maintaining all social distancing guidance.</i></p>	MED	X	Club officials will undertake the cleaning of the footballs
<b>Conclusion of the match</b>	<p>➤ <i>Departure from the ground will be by the designated exits, with hand sanitizer available at the gate</i></p> <p>➤ <i>Clothing and kit are not to be exchanged between</i></p>	MED	X	To keep suitable segregation
		HIGH	X	Shower facilities are awaiting FA and government guidelines regarding use.
			X	Due to the club not providing any food on site currently

<b>Departure</b>	<i>players and management teams, and kit after use is to be bagged and collected by the kit man after the game. The kit will be washed, with operatives/staff wearing PPE for protection.</i>	LOW	X	To segregate people after the game.
<b>Clothing and kit</b>	➤ <i>Prior to the game each player must bring their own drink/water supply. If this is forgotten, then the club will provide water bottles ( sealed) and this cost will be deducted from their payment on matchday</i>	MED	X	Black Sacks/Bags will be provided by the club to be filled players at the end of the game.
<b>Refreshments/ water containers</b>	➤ <i>On arrival to the ground spectators will be directed to the open turnstiles via signage, with social distancing markings along the pathway in front of the player's entrance.</i>	MED	X	Water bottles are not to be shared and ample water bottles will be on site.
<b>Spectators</b>	➤ <i>Entrance via turnstiles, spectators will be encouraged to provide the correct entrance fee. Card payments can be accepted in the bar.</i>	MED	X	This entrance will have signage.
	➤ <i>Anyone wishing to enter the ground will need to provide their name and a contact telephone number to the volunteer covering that area or use the QR code logos in the area with their mobile phone to provide required information for track and trace</i>	MED	X	Advise on social media and signage
	➤ <i>Spectator Guidance from 22nd August to 31st August limits numbers to 150 ➤One game has to be played in this time period to allow club to move to second phase ➤Then the spectator numbers increase to 300</i>	MED	X	This entrance will have signage. Advise via social media
	➤ <i>Turnstile operators will be briefed and protected by a screen.</i>  ➤ <i>No paper program will be provided at the ground</i>	MED	X	Phase 1 game

<b>CLUBHOUSE AND BAR</b>	<p><i>but an online version is available to download in line with League guidelines</i></p> <p><i>➤On entry to the ground signage will be in place directing people to all in ground facilities to minimize bunching in the ground.</i></p> <p><i>➤Spectator areas will be fitted with signs to encourage social distancing and with hand sanitizer at distributed around the ground and clubhouse.</i></p> <p><i>➤Seats will not be blanked out to allow for family groups to sit together but warning signs will displayed to remind spectators of need to observe social distancing</i></p> <p><i>➤The Club house and bar will be open with a one way system through the door from the ground with the exit via the main bar door returning to the ground via the original ground entrance area.</i></p> <p><i>. ➤This route will be sign posted with social distancing markers in place for the queue.</i></p> <p><i>➤Disposable glasses only will be used for all drinks</i></p> <p><i>➤People will be discouraged from staying within the clubhouse and once served at the bar must leave the building.</i></p> <p><i>➤Stewards will be in place to ensure that the bar/ clubhouse queue is observing social distancing, that numbers inside the clubhouse are not exceeded and that the entrance and exit are both kept open and clear at all times.</i></p>	MED	X	Screens in place in turnstiles. Hand sanitizer station will be available inside the ground beside the turnstile
		HIGH	X	Via social media
		LOW	X	Signage
		MED	X	Signage
		MED	X	Signage
		HIGH	X	Signage
		MED	X	Signage
		MED	X	Plastic glasses only

<b>Toilets</b>	<p>➤The Refreshment bar and kitchen will only serve via the hatch with the staff risk assessed and serving area having as screen.</p> <p>➤Toilets within the club house will be open for spectators and will be clearly sign posted</p> <p>➤External toilets will also be open for use by those not wishing to enter the clubhouse.</p> <p>➤Maximum number of people in both male and female toilets at any one time is 2 in each and this will be clearly marked on the door to each room. ➤ Toilet areas will be regularly maintained to ensure that soap/ hand sanitizer and paper towels are always available.</p> <p>➤A queuing system will be in place for the toilet area with social distancing lines clearly marked</p> <p>➤Access to the clubhouse toilet areas will be via the club house rear door only where a steward will direct people right to the toilets and left to the bar area ➤ Toilet areas will be cleaned before and after each game / user group as per Covid 19 regulations</p> <p>Disabled Toilets are available in the club house and outside in the ground.</p> <p>➤Condiments/ Milk will be available in sachets only. All food and drinks to be served in disposable containers including forks</p>	MED	X	Serving points will be signed to ensure distancing A queuing system will be put in place, with the queue marked for social distancing.
		HIGH	X	As description
		MED	X	As description
		MED	X	As description

<p><b>KIOSK</b></p>	<p>➤ <i>Hatch areas to be risk assessed</i></p> <p>➤ <i>No hospitality will be provided for visiting Directors/ Committee members.</i></p> <p><i>Stewards / Directors will regularly patrol the ground throughout the game to ensure</i></p> <p>➤ <i>Card payments will be encouraged but cash payments accepted to reduce queuing.</i></p> <p>.</p>	<p>HIGH</p> <p>HIGH</p>	<p>X</p> <p>X</p> <p>X</p>	<p>Disposable cups etc in use Refreshment staff to work to the Government guidance for food outlets</p> <p>Screens in place at Hatch. Hand sanitizer station will be available at hatch. Signage and markings in place</p> <p>AS per current League advice</p> <p>.</p>
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Proposed by

Covid Officer ..... Charlotte Marshall

Date.....26/08/20.....

Approved by the ATFC Executive Committee

Signed on behalf of the Executive Committee .....John Morrell Chairman

Date 26/08/20