

Nottingham Hockey Centre || COVID-19 risk assessment

COVID-19 || Managing the risk when the site is open

The following assessment looks at how the site will manage the risk of COVID-19 when the site is open. All government guidelines will be followed, and the risk assessment looks at how this can be implemented. The assessment will look at all scenarios and offer reasonable and practical control measures.

PEOPLE EXPOSED

- Staff members
- Visitors / Guests

HAZARDS

- Contractors
- Members of the Public

RISKS

- **Spreading COVID-19 amongst staff**

By having no additional controls in place then the risks of someone bringing in the disease and spreading it further is possible

- **Spreading COVID-19 to the wider public community**

By having no controls in place this will allow COVID 19 to enter the premises and not be controlled to employees but will spread around the local community and possibly further. This uncontrolled hazard will potentially lead to civil and criminal investigation, claims and prosecutions.

CONTROL MEASURES

Traveling to the venue

It has now been confirmed that disabled access to sport is considered an exempt reason for car sharing. Other than this or sharing with members of your household or support bubble, car sharing is still not permitted for sport.

Arrival at venue

Teams should strictly limit the time spent congregating on site before activity begins. Meet-up times should reflect this. This includes arriving changed and ready to begin the warmup. Teams are not permitted to congregate in the clubhouse.

Test and trace

We have set up a simple test and trace system where all visitors to the site will be required to either scan the QR code using the NHS COVID-19 app or text their name to 07481 345664 every time they visit the site. The test and trace data from the text message will be

saved for 21 days and will only be used if an outbreak is reported at the hockey centre. Signage has been installed around the site to remind visitors to do this.

England Hockey Participation Agreement

Anyone taking part in hockey activity in England will be required to complete the England Hockey Participation Agreement. This can be found at the link below and will only need to be completed once.

https://customervoice.microsoft.com/Pages/ResponsePage.aspx?id=NvkYmuiQxU--asEa8eSc6g-NqKCAUipGoe_luyiEaiZUMIE4NUVKRDZENzJGNUtNVEE5NVIXME9ETC4u

Clubhouse Entry Policy.

Entry to the clubhouse is only permitted for the following:

1. Use of the toilets (changing not permitted with the exception of Nottingham High School sessions)
2. Visiting the shop to purchase kit

The clubhouse is no longer accessible for the following:

1. Getting changed before or after games
2. Team meetings or group gatherings before or after games
3. Use of the indoor bar and cafeteria areas (all food and drinks to be ordered from the tables outside decking upstairs)
4. Team meals (all team meals will now be takeaway and will be delivered to the dugouts at the end of matches).
5. Committee meetings
6. Shelter from adverse weather

Excellent personal hygiene practices by all employees

- All staff members wash their hands with soap for 20 seconds at the beginning, during and after shifts. They are actively encouraged to clean their hands after every task completed.
- Customers, contractors and visitors will be instructed to sanitise their hands on entrance to the clubhouse with clear sanitiser stations visible.
- Good personal hygiene practices should also be discussed for home life as well so that good personal hygiene is not just practised at work but at home too

In the bar and cafeteria

- Contactless payments; This will naturally increase as the public are getting used to paying this way. Cash should not be refused but with clear signage on the screens above the bar we will be encouraging contactless or card payment only. Cash will not be refused but the employee must wash their hands after each cash transaction.
- Minimising music noise; Keep music and other background noise to a minimum to prevent customers shouting and reduce droplet transmission

- Facemasks; Customers and staff in the bar must wear a face covering indoors in line with government guidance. It is not mandatory they are worn outdoors.
- Table service; Outdoor table service will be provided for all customers. Two households or rule of six per table only.
- Glass collection; Customers will be encouraged to leave used glasses on the tables for the bar staff to collect. Bar staff will clear and clean the tables after use then wash their hands.
- Reusable cups and reusable hot drink cups; Reusable cups and reusable hot drink cups will unfortunately no longer be available or accepted.

In the shop

- Card payments; This will naturally increase as the public are getting used to paying this way. Cash should not be refused but we will be encouraging contactless or card payment only. Cash will not be refused but the employee must wash their hands after each cash transaction. The till will be positioned near the doorway to the stock room. The till screen will be sanitised after each transaction.
- Facemasks; Customers and staff in the shop must wear a face covering in line with government guidance.
- Customer capacity; Only one customer or social bubble are permitted in the shop at any one time and they must remain in the front part of the shop
- Stock quarantine; Stock will be placed into quarantine for 72 hours if a customer has picked the wrong size.

Drinking water

Players will be asked to bring enough drinking water with them for training and matches. Drinking water is available from taps in the dugouts and around the building however hands must be washed or sanitised prior to and after using these. Water bottles will not be refilled at the bar or cafeteria.

Zoning of working environments

To prevent the risk of cross over and not maintaining social distance, where possible working areas will be zoned ie, bar and kitchen staff to remain in their zone. Staff members will only be allowed to go into other areas after hand washing and only if required.

Maintaining social distancing (employees and customers)

Where possible for all employees and customers the 2m social distancing should be implemented. Where this is not possible 1m+ will be implemented with mitigating controls in place, such as face coverings, enhanced cleaning and sanitisation points for the customer.

Hand sanitising stations

The clubhouse has hand sanitiser stations located at all entrances with clear posters and signage to encourage all customers and visitors to sanitise their hands as they enter and leave the clubhouse.

Clear process for staff if they suspect another member of staff or a member of the public has COVID-19 and checking if they have symptoms

There is a clear policy and training has taken place on what to do if a member of staff or a member of the public has or displays symptoms of COVID-19.

Training and changing ways of working

Clear staff training has been provided for all members on COVID-19 and how to manage the risks.

Hand wash facilities for staff behind the bar

Hand wash basins with soap behind the bar to allow staff to wash their hands.

Antibacterial sanitiser

Sanitiser and disposable blue roll have been provided for staff and are used in conjunction with a cleaning schedule

Face coverings

Following the latest government rules, face coverings must be worn by all visitors and staff when inside the clubhouse. Face coverings do not need to be worn by children under 11 and those exempt under the latest government guidance. Face coverings can be removed when eating or drinking whilst sat at a table and for identification purposes when purchasing alcoholic beverages.

Minimising touch points

Enhanced cleaning will be put in place in the clubhouse and some doors will be propped open to reduce contact.

Enhanced cleaning and toilets

All areas of the clubhouse need to be clean. With COVID 19 we need to ensure all touch points such as toilets, door handles, card terminals and outside taps are cleaned regularly. Toilets will be cleaned regularly by staff. Windows and doors are to be opened to increase air circulation. The fuses have been removed from the hand dryers and paper towels have been provided for customers and staff to dry their hands.

Changing rooms

The changing rooms will be in use by Nottingham High School pupils on weekdays only. The rooms will be sanitised between each group using them with a Storm mist disinfectant spray provided by Nottingham High School.

All other players are expected to arrive on site in their playing / training kit. Changing facilities are not available anywhere in the clubhouse including the toilets.

Goals

We have decided that only coaches/managers will be allowed to move goals, they must sanitise their hands before and after. Therefore, this will eliminate the need for sanitising the goals.

Dugouts

Middle dugouts will be shut to all but match officials for fixtures. For training/fixtures you are allowed a maximum of 3 people per dugout. All kit (other than for the 3 individuals using the dugout) will now have to be placed outside the dugouts and distanced, either down the side of the pitch or in the designated player zone behind the dugouts. For fixtures, the management team will be in dugouts and all subs behind in the player zone. For pitch 2 it will be 3 per dugout, same rules apply to kit, and subs will be on seats down the side of the pitch.

Table tennis table

Table tennis is permitted but you must bring your own bats and balls. The table must be sanitised before and after use.

Seminar Room

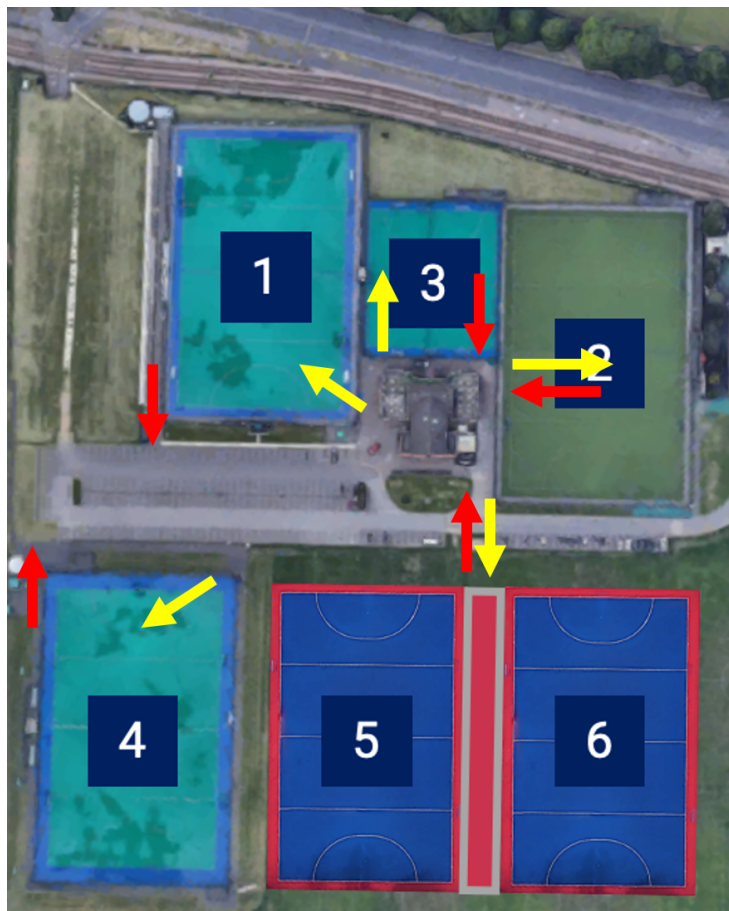
Large meetings and team meetings will no longer be able to take place in the seminar room. The maximum capacity for the room is now 6 people.

Treatment room

The treatment room on the ground floor will remain closed.

Pitch Entry and Exit

To control the flow of people entering and exiting the pitches the following pitch entry and exit policy has been introduced. The yellow arrows are pitch entry and the red arrows are pitch exit. As there is only one entry and exit point on pitch 2, 5 and 6, participants will be required to ensure social distancing is maintained.

**Full England Hockey guidance for step 4**

The full England Hockey getting back on the pitch guidance for step 4 can be found here: -

<https://www.englishockey.co.uk/media/news/hockeys-first-steps-back-for-summer-of-fun>

Football Association guidance

The full Football Association guidance can be viewed here: -

<https://www.thefa.com/about-football-association/covid-19>

England Touch Rugby guidance

The full England Touch Rugby guidance can be viewed here: -

<http://www.englandtouch.org.uk/play/coronavirus/>

England Lacrosse guidance

The full England Lacrosse guidance can be viewed here: -

<https://www.englandlacrosse.co.uk/coronavirus>

All hirers must ensure they are affiliated to their respective NGB's and follow their guidance for outdoor sport and physical activity.

Staying COVID-19 Secure in 2020

We confirm we have complied with the government's guidance on managing the risk of COVID-19

• FIVE STEPS TO SAFER WORKING TOGETHER •

- ✓ We have carried out a [COVID-19 risk assessment](#) and shared the results with the people who work here
- ✓ We have [cleaning, handwashing and hygiene procedures](#) in line with guidance
- ✓ We have taken all reasonable steps to help people work safely from a [COVID-19 Secure workplace](#) or work from home
- ✓ We have taken all reasonable steps to [maintain a 2m distance](#) in the workplace
- ✓ Where people cannot keep 2m apart we have ensured at least a 1m distance and taken all the mitigating actions possible to [manage transmission risk](#)

Signed on behalf of employer David Griffiths
Employer representative signature

Employer Nottingham Hockey Centre Ltd. Date 2nd August 2020
Employer name

Who to contact: David Griffiths
Your Health and Safety Representative
(or the Health and Safety Executive at www.hse.gov.uk or 0300 003 1647)