

# ECB COVID-19 Health and Safety Risk Assessment

## Yateley Cricket Club

### Indoor Cricket January 2022

#### ACTION CHECKLIST

As a Venue Operator, Coaching Organiser and Club, you should complete your own COVID-19 Risk Assessment and if possible, you should consider publishing the results on your website (the Government expects all employers with over 50 workers to do so).

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 and applicable legislation, including those regarding health and safety, 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.

This document should be reviewed regularly and updated as required. Remember to communicate any update to this risk assessment.

What are the hazards?	Transmission of COVID-19
Who might be harmed?	Facility users, staff, volunteers, visitors and the wider community
Controls required	Action Taken by the Club
<b>The Venue</b>	
<b>Current COVID Restrictions:</b> You should determine the current COVID restrictions <a href="#">here</a> . This will determine what activity is permissible at your venue and what adaptations are required. Consult with Coaching Providers and Clubs as required.	Government website checked.  <a href="https://www.gov.uk/government/publications/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators">https://www.gov.uk/government/publications/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators</a>
<b>Ventilation:</b> Assess ventilation in your building (natural and mechanical) and take appropriate measures to maximise ventilation and minimise risk of transmission.	Open all external doors, including fire doors.
Assess the impact of natural ventilation on thermal comfort, moisture control, safeguarding, risk of slips, trips and falls, and noise pollution.	All external doors including fire doors and windows will be open before and during sessions to allow fresh air flow as much as possible.  Temperature will be monitored. All equipment to be kept in designated areas. Players advised to dress for comfort.

		Noise pollution N/A.
	Assess the maximum occupancy in your building for ventilation purposes, put restrictions in place. See Government guidance <a href="#">here</a>	Government guidance followed.
	<b>Social Distancing:</b> Assess the maximum occupancy of your facilities at 2m social distancing and establish a suitable circulation system / one-way system. Use signage and floor markings to communicate this. The assessment should be in the context of operation (nets/open plan/indoor competition/classroom) and adjusted accordingly. You should use signage to communicate limits and facilitate social distancing. See Government guidance <a href="#">here</a> .	<p>One way system to apply in nets.</p> <p>Use suggested ECB hall set ups to aid planning for effective social distancing.</p> <p>Coaches to communicate movement and one way systems etc at the beginning of each session to remind all participants.</p>
	<b>Group Size Restrictions:</b> In addition to social distancing requirements, activities should be planned to observe group size restrictions as required by law and government guidance. Control measures should include development and communication of venue policies, designing activities to maintain compliance and signage to remind participants. See the ECB COVID-19 Guidance for Cricket Indoors in England document for advice, exemptions and references.	<p>No parents/ non-participating U18s allowed to view/attend.</p> <p>All parents to be informed of drop off and collection arrangements before first training sessions.</p> <p>All players to be informed of session arrangements before first sessions.</p> <p>Players to inform coaches of attendance as appropriate.</p> <p>Coaches to plan activities in line with Covid-safe guidelines.</p>
	<b>Face Coverings:</b> Assess where individuals are required by law to wear a face covering (see <a href="#">here</a> ) and communicate this clearly in pre-arrival information, on arrival and with signage throughout the venue as required.	<p>All players and coaches advised to wear face coverings when dropping off/collecting/ registering player if indoors.</p> <p>Create 'disposable signage' as appropriate.</p>
	<del><b>NHS QR Code:</b> You are required by law to produce and display an NHS QR code for your venue. See <a href="#">here</a> for details on how to do this. Assess which entrances you will need to produce posters for. Your risk assessment should consider how you will maintain the legal requirement to collect and store the contact details of attendees to your venue for the NHS Test and</del>	NB Updated guidance December 2021 means YCC no longer needs to use test and trace but players to be signed in/out for safeguarding.

	Trace process where staff and visitors to your venue have not used the NHS COVID-19 App.	
	<p><b>Circulation in the building:</b> Consider how social distancing can be controlled when circulating through the building. Identify socially distanced circulation routes, where one-way systems are required and where queuing lanes will need to be controlled. Ensure that your circulation system does not impede either emergency exit/access routes for disabled people, including those using wheelchairs and mobility aids.</p>	<p>All participants to arrive at their pre-arranged, designated time.</p> <p>Entry and exit from buildings will be from agreed (with venue provider) entrance/exit to avoid mixing.</p> <p><b>YM</b> – parents to wait with U18s outside sport hall. Coaches to collect and escort U18s to hall. Return outside sports hall for collection.</p> <p>One way system in place. – use side fire exit for exit.</p> <p>Participants will be directed on entry to wait for session to begin in a socially distanced way.</p>
	<p><b>Cleaning:</b> If your facility has been in lockdown for some time undertaking a deep clean will provide a base level of hygiene. Formulate a cleaning plan to include:</p> <ul style="list-style-type: none"> <li>• What should be cleaned and when</li> <li>• Who is responsible for cleaning each area</li> <li>• Any special cleaning requirements i.e. deep clean</li> <li>• a schedule of frequent touch spots and how frequently they should be cleaned</li> <li>• The provision of visible records of cleaning e.g. a toilet cleaning schedule</li> <li>• What can be removed from an area to facilitate cleaning</li> </ul>	<p>Venues will clean the premises but cleaning products are available to spray down sinks, toilets and touch points as agreed with venues.</p> <p>All participants will be advised to bring their own hand sanitiser and wash their hands with hot soapy water before and after sessions.</p> <p>Coaches will bring hand sanitiser, wipes, paper rolls and cleaning spray to spray any key surfaces e.g door handles etc in consultation with each venue.</p>
	<p><b>Provision of cleaning materials.</b> As well as providing your staff with suitable equipment for an enhanced cleaning plan have you provided:</p> <ul style="list-style-type: none"> <li>• Hand washing facilities with warm water, soap, disposable towels and bin.</li> <li>• Suitable hand sanitiser in locations around the facility to maintain frequent hand sanitisation.</li> <li>• Suitable wipes and hand sanitiser for Hygiene Breaks, if required.</li> </ul>	See above
	<p><b>Legionella:</b> If the water system has not been flushed on a weekly basis and a cleaning regime been in place, then treatment may be required. See Government guidance <a href="#">here</a></p>	N/A to club

<p><b>Toilets:</b> Assess the safe number of occupants for each toilet facility and communicate this on the doors of the toilets. Develop a safe operating system for toilets. Assess the ventilation in toilets to ensure that airflow is out of the toilet area and building and not back into the toilet area. Make sure handwashing facilities are available and avoid use of mechanical driers. There should be a regular and frequent cleaning regime in place for toilets.</p>	<p>Toilets to be used on a one in, one out only basis.</p> <p>Ensure toilet windows are open on arrival.</p> <p>Toilets, basins, taps, touch points to be sprayed by coaches after use if required by venue.</p>
<p><b>Hand cleaning:</b> Make sure suitable hand sanitiser gel (at least 60% alcohol content) stations are located where required and are kept supplied and well stocked. Ensure that where hand washing is available, soap is kept supplied and well stocked.</p>	<p>All participants to bring own sanitiser and coaches to provide.</p>
<p><b>First Aid:</b> Make suitable provisions for first aid in a COVID-19 environment. Include:</p> <ul style="list-style-type: none"> <li>• CPR instructions.</li> <li>• COVID-19 Symptomatic Persons isolation procedure see ECB Guidance for Cricket Indoors, available on the ECB Resource Hub <a href="#">here</a>.</li> <li>• First Aid PPE.</li> <li>• Where Automated External Defibrillators (AEDs) are available they are serviced and functioning.</li> <li>• That first aid and AED provision is agreed with the coaching organisers and that where provided all first aid equipment, first aiders and AEDs are available in all sessions.</li> </ul> <p>See St John Ambulance guidance for first aid in a COVID-19 environment is available <a href="#">here</a></p>	<p>Each coach to have own first aid kit including gloves, mask, disposable apron as venues do not have sufficient for club to use.</p> <p>First aid staff should wash hands / sanitise prior to and after administering first aid or before and after gloving up, placing on PPE.</p> <p>Any waste generated, including disposable PPE, whilst administering first aid should be double bagged and binned. Non disposable PPE should be specific to the user or sanitised after use.</p>
<p><b>COVID-19 Cases / Symptomatic Persons On-site:</b> Create a plan for the scenario of someone presenting with COVID-19 symptoms at any point in your facility. This should include a dedicated isolation room, a cleaning protocol for that room, a case-assessment and action protocol and the provision of suitable PPE.</p>	<p>The symptomatic person would need to be collected by a parent if U18.</p> <p>Quarantine in a suitable isolation area/room agreed with venue provider which is then cleaned after use. The venue provider would be informed so a deep clean could be carried out.</p> <p>In an emergency situation we would dial 999.</p>

<p><b>Treatment Rooms:</b> Physiotherapy and other treatment rooms should be risk assessed for ventilation and social distancing. All treatment rooms should be cleaned to the appropriate standard in between individual treatment sessions. Where it is necessary to relocate treatment rooms assess whether the new location can also meet privacy, cleaning and accessibility requirements.</p>	<p>No treatment rooms will be used.</p>
<p><b>Registration areas:</b> <del>Coordinate with Coaching Organisers to ensure that participant and staff contact details are registered and kept for 21 days as per the requirements of NHS Test and Trace.</del></p>	<p>See December 2021 updated guidance.</p>
<p><b>Access &amp; Disabled Persons:</b> Ensure that your COVID-19 control measures do not adversely affect the accessibility of your facility and consider those who may require reasonable adjustments. You will need to achieve COVID-19 control measures that are compliant with COVID-19 guidance and the Equality Act 2010.</p>	<p>We do not need to make any changes to our existing policies.</p> <p>All areas will be kept clear and tidy with all equipment kept in designated areas.</p>
<p><b>Communication:</b> Having completed this risk assessment and developed your control measures and operating procedures you will need to develop a communication plan to communicate these to:</p> <ul style="list-style-type: none"> <li>• Your staff, volunteers and contractors</li> <li>• Coaching organisers</li> <li>• Participants and visitors</li> <li>• Via your website (if you have more than 50 employees)</li> </ul> <p>Consider whether you need to communicate with your local public health body where local lockdown / restriction arrangements are in place.</p>	<p>Once all our documents have been agreed all information will be circulated to all our members, coaches, parents and training participants.</p> <p>We will publish our risk assessment on the YCC website.</p>

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Controls required	Action Taken by the Club
<b>Coaching Providers and Clubs</b>	
<p><b>Current COVID Restrictions:</b> You should determine the current COVID restrictions <a href="#">here</a>. This will determine what activity is permissible and what adaptations are required. Consult with your venue as required.</p>	<p><a href="https://www.gov.uk/government/publications/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators">https://www.gov.uk/government/publications/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators/guidance-on-coronavirus-covid-19-measures-for-grassroots-sport-participants-providers-and-facility-operators</a></p>
<p><b>Hiring a venue:</b> Have you reviewed the venue COVID-19 and general Health and Safety risk assessments and discussed requirements with the Venue Provider?</p> <p>Are all controls suitable and sufficient? To include:</p> <ul style="list-style-type: none"> <li>• Suitable ventilation arrangements (both mechanical and natural)</li> <li>• Social distancing requirements.</li> <li>• Participant registration requirements and queuing/handover arrangements.</li> <li>• Data sharing requirements.</li> <li>• Sufficient first aid and AED provision – if not can you provide?</li> <li>• Cleaning regime and what will the venue clean and what will you need to clean?</li> <li>• Have all pre-opening checks and cleaning take place (e.g. legionella, servicing etc)?</li> <li>• Are their insurances in place?</li> <li>• What are their safeguarding procedures and how will these interface with yours?</li> <li>• Disabled persons access.</li> </ul>	<p>We have viewed the available risk assessments and their requirements.</p> <p>NB All windows and doors to be opened.</p> <p>Note YM AED (Defibrillator) is located in the entrance to Fyson Blume Sports Hall.</p> <p>All coaches will be provided with fully stocked first aid kits which will be accessible at all sessions. It is the responsibility of the coach to check for any out-of-date items or where not fully stocked and report to the CWO, currently in charge of First Aid.</p> <p>All incidents of first aid will be recorded on report sheets and emailed to Rachel McGowan or Mike Forster ASAP.</p>
<p><b>Group Size Restrictions:</b> In addition to social distancing requirements, activities should be planned to observe group size restrictions as required by law and government guidance. Control measures should include development and communication of venue policies, designing activities to maintain compliance and signage to remind participants. See the ECB COVID-19 Guidance for Cricket Indoors in England document for advice, exemptions and references.</p>	<p>We have based our training plans and activities on December 2021 ECB Covid-19 Guidance for cricket indoors.</p>

<b>Face Coverings:</b> Assess where individuals are required by law to wear a face covering (see <a href="#">here</a> ) and communicate this clearly in pre-arrival information, on arrival and with signage throughout the venue as required.	As stated earlier.
<b>Training:</b> Have you provided COVID-19 information, instructions and training for your staff/volunteers? Have you recorded this training?	Yes, communicated in online meetings and documented.
<b>Session length:</b> Have you left sufficient time i.e. 10-15 minute handover / cleaning break between sessions?	Sessions shortened by 5 mins where there are multiple sessions to allow for changeover times.
<b>First Aid:</b> Have you assessed what first aid provision will be made available by the venue provider and what you will need to provide? Have you made sure that your coaching team and first aiders are up to date with information on first aid under COVID-19? Have you made sure that your first aid equipment is well stocked and has suitable PPE supplied? If you have an AED, has it been serviced and maintained as per supplier/manufacture requirements, is it in full working order and is it available for use when required?	As stated before.  <b>Check AED provision at venues.</b>
<b>Pre-Registration:</b> Pre-registering participants will give you the opportunity to communicate essential information, such as: <ul style="list-style-type: none"> <li>• The importance of pre-attendance symptoms checks (details on symptoms of COVID-19 are available <a href="#">here</a>)</li> <li>• Insistence that participants should follow Government guidance on self-isolation and not attend if they are self-isolating, have symptoms of COVID-19, or someone in their household or support bubble has symptoms of COVID-19 or a diagnosis of COVID-19 or if they are advised to self-isolate as part of the NHS Test and Trace service.</li> <li>• Preferred modes of transport to the venue.</li> <li>• The need for participants to arrive ready to play (arrive dressed in kit and leave venue in kit).</li> <li>• No changing or showering facilities will be available unless the person is disabled or has special needs that require the use of these facilities.</li> <li>• Due to the restriction on numbers parents/carers may not be able to accompany or spectate unless the person is disabled or has special</li> </ul>	Guidance and protocols to be sent out to parents/players before sessions with all Covid 19 guidance checks in "Pre registration" section.  Participants will be required to confirm that prior to attendance that they have checked for symptoms of COVID-19.  In addition, coaching staff will be required to report any symptoms, remain at home and follow UK government guidance.  Participants and coaches will be required to arrive at the venue changed and in appropriate clothing ready for participation within the session.  Participants will be asked to confirm that they have no COVID-19 symptoms, whether they are symptomatic

	<p>needs that require the presence of a carer. Space for spectators needs to be risk assessed.</p> <ul style="list-style-type: none"> <li>• Emergency contact details of parent/carers will be required.</li> <li>• Provision of data required for NHS Test and Trace as required in law, see government requirements <a href="#">here</a>.</li> <li>• Communicating change</li> </ul>	<p>and/or living in a household with a possible COVID-19 infection.</p> <p>Changing/showering N/A</p>
	<p><b>Arrival process</b> Do you have:</p> <ul style="list-style-type: none"> <li>• A robust reception process in place?</li> <li>• A pre-arranged, easy to identify reception point?</li> <li>• Sufficient space to achieve social distancing?</li> <li>• Hand sanitiser?</li> <li>• PPE?</li> </ul>	<p>Signing in procedure to take place outdoors, socially distanced.</p> <p>Parents/participants to arrive just before session to prevent socialising.</p> <p>Sanitisation stations will be available where hand sanitiser will be administered prior to the session.</p> <p>PPE as part of First Aid kits</p>
	<p><b>PPE:</b> Have you assessed your PPE requirements, supplied as determined by the assessment and trained your staff on appropriate and safe use of PPE? Have you considered who will need to wear a face covering and when?</p>	<p>Face coverings - all players and coaches to wear face coverings when dropping off/collecting/ registering players indoors.</p> <p>PPE as part of First Aid kits</p>
	<p><b>Planning coaching sessions:</b> Have you pre-planned your coaching sessions to include consideration of:</p> <ul style="list-style-type: none"> <li>• Equipment, avoiding sharing and allowing suitable cleaning</li> <li>• Social distancing and minimisation of close encounters</li> <li>• Maintaining group size restrictions</li> <li>• Hygiene breaks and sanitisation</li> <li>• Injury risk from ball strike and associated control measures</li> </ul>	<p>Prior to attending sessions participants will be required to wash hands at home before using the indoor facilities.</p> <p>The same process will be followed during the session and games in line with the government and ECB guidelines as well as at the end of the session.</p>
	<p><b>Social distancing during activity:</b> Do you have sufficient space to conduct your activity in a socially distanced manner?</p> <ul style="list-style-type: none"> <li>• Restrict number of participants</li> <li>• Clear instructions given</li> </ul>	<p>All coaches, participants and parents will receive Covid protocols and any updates as appropriate via club email/regular communication channels.</p>

	<ul style="list-style-type: none"> <li>• See socially distanced cricket layouts <a href="#">here</a></li> <li>• Observance of group size restrictions.</li> </ul>	Normal coach ratios apply for safeguarding.
	<p><b>Use of equipment:</b> To prevent cross-contamination, where possible, equipment should not be shared. Consider:</p> <ul style="list-style-type: none"> <li>• Participants should bring their own equipment, where possible</li> <li>• Helmet and gloves are not to be shared</li> <li>• A cleaning regime is to be put in place to include: <ul style="list-style-type: none"> <li>◦ Hygiene breaks every 20 mins to clean shared equipment</li> <li>◦ Thorough equipment clean pre and post session</li> </ul> </li> <li>• Ball transfer protocol see guidance <a href="#">here</a></li> </ul>	<p>Preparation of personal equipment should be only carried out in assigned area and whilst maintaining social distancing.</p> <p>All participants will be encouraged to bring their own personal equipment. Where this is not possible equipment including balls will be numbered to ensure minimal transfer between participants.</p> <p>For fielding practice all balls will be sanitised before activities commence and will only be used for a period of 20 minutes before being rotated for another batch or re-sanitised.</p> <p>A hand hygiene station will be strategically positioned to ensure that hands and equipment can be sanitised in between use.</p>
	<p><b>End of session</b> It is important to leave the area clean and sanitised and prepare for the next session. Consider the following:</p> <ul style="list-style-type: none"> <li>• All participants are to sanitise hands prior to leaving the venue</li> <li>• Each junior participant to be individually returned to their parent/carer</li> <li>• Sanitise all equipment</li> <li>• Clean all communal areas, welfare facilities, reception area etc.</li> <li>• Clean all touch points</li> </ul>	<p>Hand sanitisation to take place at end of session before returning to parents. Handwashing with hot water and soap to be advised on arrival at home.</p> <p>Participants to be advised to change at home out of kit and all kit to be washed/quarantined at home for 72 hours.</p> <p>Coaches to ensure all shared equipment thoroughly sanitised. Recommended that all equipment is quarantined for 72 hours between sessions in addition.</p> <p>Agreed touch points at venues to be sanitised e.g toilet flushes, basins, taps, switches, window openers if applicable.</p>

		At the end of any session participants will be provided with instructions by the lead coach on the exit route from the ground to the car park or parent's collection area.
	<p><b>Safeguarding</b> Consider how COVID-19 alterations might affect your normal safeguarding procedures.</p> <p>If you have opened doors for ventilation purposes does this present and extra risk?</p> <p>Conduct a Safeguarding Risk Assessment see guidance <a href="#">here</a></p>	<p>Ensure all participants are registered in and out and that no participant leaves without being recorded and transferred safely to their parent.</p> <p>YCC's Safeguarding policy can be accessed here <a href="https://yateleycc.secure-club.com/clubs/2172/docs/Policies%20Jan%202013/Safeguarding_Policy_2013.pdf">https://yateleycc.secure-club.com/clubs/2172/docs/Policies%20Jan%202013/Safeguarding_Policy_2013.pdf</a></p>
	<p><b>Disabled person access</b> Have your COVID-19 adjustments adversely affected those with disabilities.</p> <ul style="list-style-type: none"> <li>• If you have created an area to store kit or to pad-up or similar, does this present an obstacle?</li> <li>• Can a disabled person move freely, safely and easily around all accessible areas?</li> <li>• Have you considered increased susceptibility to COVID-19 when reviewing requirements with individuals?</li> <li>• Have you considered how you will communicate your COVID-19 procedures and changes from familiar environments?</li> </ul>	<p>If a person is disabled or has special needs that require the presence of a carer or the parent/carers is required for safeguarding reasons then their presence will be allowed.</p> <p>Care will be taken to ensure access for disabled participants/coaches and all participants will be encouraged to bring minimal kit for Covid/access reasons.</p> <p>Consideration will be given to needs of previously shielding or vulnerable people.</p>

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Who might be harmed?	Use this space to identify who might be harmed	
Controls required	Action Taken by the Club	
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