

RISK MANAGEMENT MATRIX TEMPLATE



NAME	Ludlow Cricket Club				OBJECTIVE	To manage risks to enable reopening				
REF/ID	PRE-MITIGATION				DEPARTMENT / LOCATION	MITIGATIONS / WARNINGS / REMEDIES	POST-MITIGATION			
	RISK	RISK SEVERITY	RISK LIKELIHOOD	RISK LEVEL			RISK SEVERITY	RISK LIKELIHOOD	RISK LEVEL	ACCEPTABLE TO PROCEED?
	Spread of Covid 19 Coronavirus	INTOLERABLE	PROBABLE	EXTREME	Entrance	<ul style="list-style-type: none"> - Controlled entrance in the clubhouse via the KITCHEN door entrance - clear signage from the gate through to entry explaining; 1) no one with symptoms, 2) required to sign in - Members advised of new processes via email, social media and website - Sanitiser stations at entrance and exit points - Daily cleanse of low touch area and 1 hour cleanse of high touch points and 4 hour cleanse of medium touch points 	ACCEPTABLE	IMPROBABLE	LOW	YES
					Check in Point	<ul style="list-style-type: none"> - Very clear signage ONE WAY SYSTEM IN/OUT via main door. - No entrance until checked in - Check in Point with sanitizer and table with Contact forms - Contact sheets to be placed in safe for 21 days - CHILDREN to be accompanied at all times in the CLUBHOUSE - Sanitiser station at check in point - Face Masks (optional) 	ACCEPTABLE	IMPROBABLE	LOW	YES
					Bar Queue and order	<ul style="list-style-type: none"> - floor markings to be placed at 1m distance - width of queue to be defined - signage to advise - Limit touching of Bar surfaces - CASHLESS card payments where possible - BAR STAFF to regularly sanitize touch points. - PPE optional for going to the bar. BAR STAFF PPE where applicable. 	ACCEPTABLE	IMPROBABLE	MEDIUM	YES
					Bar	<ul style="list-style-type: none"> - Only one person serving at a time - unless family group working. - contactless payment only except in very exceptional circumstances - perspex added to front of the bar. - Provision of gloves and facemasks - signage - Briefings given to staff and volunteers and documented - Hand sanitisers at sink and on bar - PLASTIC/disposable glasses to be used where possible - IF NEEDED - Collection point for dirty glasses to be collected by server or volunteer and social distancing to be observed 	ACCEPTABLE	IMPROBABLE	HIGH	NO

