## **RISK MANAGEMENT MATRIX TEMPLATE**



NA ME	Ludlow Cricket Club				OBJECTIVE	OBJECTIVE To manage risks to enable reopening					
REF/	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	- Controlled entrance in the clubhouse via the KITCHEN door entrance - clear signage from the gate through to entry explaining; 1) no one with symptons, 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	- 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	- 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 aplicable.	ACCEPTABLE	IMPROBABLE	MEDIUM	YES	
					Bar	- 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	нісн	NO	

				Toilets (all)	ONE IN/ONE OUT clear signage advising of social distance rules - hand sanitiser and soap at all sinks sinks - sanitiser stations at all entrance doors - cleaning of touch points per previous guidelines - Ladies toilet has a new lock on the outer door for ONE person access	ACCEPTABLE	IMPROBABLE	LOW	YES
				General Clubhouse	NO standing or sitting in the bar area. Leave the bar once purchasing of drinks has been completed, EXIT via the front entrance.  RESPECT the STAFF and the safety of ALL.	ACCEPTABLE	IMPROBABLE	LOW	YES
				OUTSIDE SPACE	Spectators to bring own chairs and comply with government guidelines for social distancing.  Spectating around the boundary in socially distanced format.  Bring own hot drinks and food if required as KITCHEN is out of use.	ACCEPTABLE	IMPROBABLE	LOW	YES
				OTHER/GENERAL	Spectators NOT to touch playing BALL, boundary rope/machine, or other equipment. KITCHEN OUT OF USE .NO HOT DRINKS available at present.	ACCEPTABLE	IMPROBABLE	LOW	YES
					DEEP CLEAN before opening and thorough clean between games and BAR use. '- adequate signage and warnings - use social media				
There is a risk of non-compliance	UNDESIRABLE	POSSIBLE	нісн	Committee	- ALL members responsible for actions and behaviour on site request people to leave if not adhering to guidelines - withdraw membership - call police - shut club	TOLERABLE	POSSIBLE	MEDIUM	YES
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