RISK ASSESSMENT TEMPLATE FOR CLUBS PREPARING TO OPEN THEIR FACILITIES & CLUBHOUSE IN WALES

Risk Assessment Template

As a facility provider, you should complete your own COVID-19 Risk Assessment and publish this to your users.

If you are not the facility provider, then you should consider which sections will apply to your clubs individual situation upon returning to play and complete a risk assessment based on your activity, including (but not limited to) people management and communication, hygiene and first aid. You may still wish to record that you have assessed facility risks through enquiries made with your facility provider.

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 Welsh Government guidance regarding health, 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.

What are the hazards?	Transmission of COVID-19	
Who might be harmed?	Facility users, staff, volunteers, visitors and the wider community	
No	Controls required	Action Taken by the Club
People Management and Communication		
	Self-screening of individuals before they arrive at the venue to ensure individuals displaying COVID-19 symptoms or those who should be shielding do not travel or attend.	Make the selected team aware that if they display COVID symptoms they must not attend the ground.
	An assessment of user numbers, space capacities, venue circulation and layout planning to maintain social distancing.	The clubhouse will remain closed. We will operate a one way system round the back of the pavilion to the toilets. The car park is of ample size to maintain distancing.
	A plan for where parents and players will sit whilst watching cricket activities.	There is a large area in front of the pavilion where distancing can be maintained. The boundary rope will be brought in, if needed, to enlarge this area.
	Signage and communication so that all participants and visitors are aware of the control measures in place and how to act appropriately to minimise the risk of transmission of COVID-19.	Signage to illustrate the one way system around the pavilion to the toilets and a reminder to maintain social distancing.
	Staff and volunteer training to support the implementation of the plan, with suitable training records.	Tom Lea – First XI Captain and Duncan Wright - CWO
Buildings		
	Assess ventilation in your building (natural and mechanical) and take appropriate measures to maximise ventilation and minimise risk of transmission.	The pavilion will remain closed. Windows to be opened to provide ventilation in case of an emergency.

	Assess the maximum occupancy of your rooms at 2m social distancing and establish a suitable circulation system/one-way system. Use signage and floor markings to communicate this.	The pavilion will remain closed. Toilets are one in one out.
	Assess the arrangement of seating areas to maintain social distancing and minimise the risk of transmission.	The pavilion will remain closed.
	Consider your wet weather plans and describe what actions you will take to maintain social distancing in wet weather.	There is a porch where people can shelter. If full, people will be asked to return to their cars if rain happens.
Social and Hospitality Areas		
	Plan to solicit and maintain records of your member attendance, customers and visitors - to be maintained for 21 days and then destroyed.	A register will be taken off any spectators including phone numbers, and then will be destroyed after the 21 day period.
	Identification of suitable areas for outdoor service that don't overlap with cricket activity.	N/A
	Steps taken to minimise time and the number of people at the bar.	N/A
	Steps taken to minimise contact points at payment or around the hospitality space.	N/A
	Suitable PPE provision and training for staff and volunteers.	N/A

	Strategy for the safe serving, clearing and cleaning of glassware and tableware.	N/A
	Deep cleaning strategy to minimise COVID-19 transmission risk.	Deep clean to be implemented prior to use of the club.
	Daily cleaning strategy to minimise COVID-19 transmission risk.	Club is only in use one day every week maximum. It will be cleaned before every use.
	High-frequency touchpoint cleaning strategy to minimise COVID-19 transmission risk and how you will keep records.	High touch point areas include toilet door, toilet flush and sink taps. Club will implement a cleaning process before, during (mid-innings break) and after the match. A sign off sheet will be placed in each toilet and signed once complete.
Hygiene and Cleaning		
	Materials, PPE and training that you have provided to your staff for effective cleaning.	Masks and gloves
	Provision of hand washing facilities with warm water, soap, disposable towels and bin.	Hand sanitizer will be available in the toilets, with disposable towels.
	Provision of suitable hand sanitiser in locations around the facility to maintain frequent hand sanitisation.	Hand sanitizer will be available in front of the pavilion.
	Provision of suitable wipes and hand sanitiser on the field for hygiene breaks.	Wipes and hand sanitizer available for hygiene breaks.

	What are the hazards?	Other venue hazards to be considered after temporary closure such as Legionnaire's Disease, fire, electrical safety etc.
	Who might be harmed?	Facility users, staff, volunteers and visitors
	Controls required	Action Taken by the Club
Preparing Your Buildings		
	Consider the risk of Legionnaire's disease and carry out necessary work to make your water supply safe for users. Refer to the specific guidance in the document above.	We have no hot water tanks.
	Check that routine maintenance has not been missed and certification is up to date (e.g. Gas safety, Electrical Safety and Portable Appliance Testing, Fire Safety, Lifts and Heating – Ventilation and Air Conditioning).	Certification is up to date.
	Check that your ground is ready and safe to play. Look at what work is required and how this can be done safely at a social distance.	Grounds people have been working maintaining social distance. And have maintained a level so the ground can be ready to play in a few weeks notice.
	What are the	Vital first aid equipment is not available when needed. First aiders do not have adequate PPE to carry out first aid when

	hazards?	required.
	Who might be harmed?	First aiders, facility users, staff, volunteers and visitors
	Controls required	Action Taken by the Club
First Aid		
	Check that your first aid kits are stocked and accessible during all activity.	First Aid Kit is available and fully stocked in the pavilion. This is the only time someone may enter the pavilion.
	What steps have you taken to improve your first aiders' understanding of first aid provision under COVID-19?	First aiders will be forwarded the latest St Johns Ambulance, as recommended by the ECB, guidance on dealing with first aid during Covid-19.
	If you have an AED then check that it is in working order, service is up to date and that it is available during all activity.	N/A
	What are the hazards?	Pitches or outfield are unsafe to play on

	Who might be harmed?	Players, officials, ground staff
	Controls required	Action Taken by the Club
Preparing your Grounds		
	Safety checks on machinery, sightscreens and covers.	All equipment is checked regularly by our groundsman.
	Check and repair of any damage to pitches and outfields.	Will be checked and repaired and out groundsman before any games.
	Surfaces checked and watering regime adjusted based on lack of rainfall.	Will be administered by our groundsman.
	What are the hazards?	Use this space to identify hazards at your venue Spectators touching the ball
	Who might be	Use this space to identify who might be harmed

	harmed?	
	Controls required	Action Taken by the Club
	Identify your own control measures required.	Spectators should be advised not to touch the ball with their hands

	What are the hazards?	Use this space to identify hazards at your venue
	Who might be harmed?	Use this space to identify who might be harmed

	Controls required	Action Taken by the Club
	Identify your own control measures required.	

	What are the hazards?	Use this space to identify hazards at your venue
	Who might be harmed?	Use this space to identify who might be harmed
	Controls required	Action Taken by the Club

	Identify your own control measures required.	

PLEASE SEE MAIN INFOGRAPHIC BELOW & ON THESE LINKS

8 step plan Before During & After Main Guidance

PLAN FOR SOCIALLY DISTANCED CRICKET MATCHES IN WALES

ECB

Undergo a personal symptom check at home prior to matches. Stay at home and do not take part if you demonstrate any COVID-19 symptoms

Use own equipment throughout where possible and clean bat when leaving field of play

No sweat or saliva is to be applied to the ball at any time. Hands and the ball should be cleaned at all breaks in play and every 6 overs

Players to remain socially distanced at all times (minimum 2m)

Use of the clubhouse, changing rooms and toilets should adhere to the latest Welsh Government advice

Keep a record of all those in attendance at each session, including contact details

Social distancing should be maintained during wicket celebrations and drinks breaks

Batters are to run in distinct marked running lines to ensure they are not within 2m of the bowler or other batter

Groups limited to a maximum of 30 participants, including coaches and officials

COVID-19 PLAN FOR JUNIOR & OPEN-AGE CRICKET

APPLICABLE TO PLAYERS, VOLUNTEERS, SPECTATORS, PARENTS, CLUBS, COACHES & OFFICIALS IN WALES

ECB

This document provides measures that should be taken by players, clubs, and officials before, during and after all cricket activity. The document should be read in conjunction with latest UK Government guidance and if required, the full ECB Return to Cricket Plan for Step 4.

For all activity, UK Government social distancing guidance should be adhered to at all times. This document refers to current **plan for Wales** and could change in response to the current COVID-19 Alert Level or other UK Government advice.

BEFORE ACTIVITY

- Check for symptoms of COVID-19. If you are symptomatic and/or living in a household with a possible COVID-19 infection you should remain at home and follow Welsh Government guidance.
- Follow Welsh Government guidance on shielding and protecting people who are **clinically extremely vulnerable from COVID-19** if it applies to you.
- Personal hygiene measures should be carried out at home before and after cricket activity.
- Bring your own hand sanitiser where possible and practice strong hand hygiene at all times.
- Follow Welsh Government guidance on public **transport or car sharing.**
- Use of the clubhouse, changing rooms and toilets should adhere to the latest Welsh Government advice.
- Club representatives should ensure that the facility is compliant with current Welsh **Government legislation including legislation and** guidance related to COVID-19. A risk assessment should have been completed and risk mitigation measures put in place and monitored.
- During all cricket, an attendance register is **required with which includes contact details for** contact tracing if required.
- Any participants who have been asked to isolate by Welsh Test, Trace and Protect must not exercise outside of their own home or garden and must not exercise with others.
- Clubs should strictly limit the time spent **congregating at a venue before activity begins.** Meet-up times should reflect this. Participants should arrive changed and ready to begin if possible.

DURING ACTIVITY

- Groups limited to a maximum of 30 participants, including coaches and/or officials. Junior training should be split into groups of up to 15 children.
- Participants enter the site and prepare whilst maintaining social distancing.
- **Limit the sharing of equipment, but if you do** share, practise strict hand hygiene.
- No sweat or saliva is to be applied to the ball at any time.
- Hand sanitizer to be used at all breaks in activity and prior to any food or drinks.
- Cricket activity must take place outdoors only.

Additional advice for match-play:

- Players to remain socially distanced at all times.
- Umpires are not to handle the ball at any point of the game, leaving it at the stumps during breaks.
- Batters to clean their bat when leaving the field of play.
- **A 'hygiene break' should take place every six** overs or every 20 minutes and should include hand sanitisation and the cleaning of the ball.
- Bowlers should not hand anything to the umpire.
- Only one official allowed inside the scorers' box.
- Social distancing must always be maintained including during celebrations and breaks.
- **The ball must be immediately returned to the** bowler, not passed between players.
- Batters are to run in distinct running lines to ensure they are not within 2m of the bowler or other batter. Lanes to be marked on the square.
- **In line with current Welsh Government guidance,** clubs should not prepare food for participants. Individuals should bring their own food and drink for 'teas' or practice. Water bottles or other refreshment containers should not be shared.

AFTER ACTIVITY

- Participants should exit whilst maintaining social distancing.
- Social gathering after the activity is allowed in line with current Welsh Government guidelines on hospitality.
- One club representative/volunteer should be **responsible for collecting and disinfecting shared** equipment.
- Regular cleaning of equipment and the facility should take place, particularly between one group finishing, and the next group starting.
- Clubs should encourage all participants to report any infection of their household to the Welsh **Government Test, Trace, Protect system following** use of the facility to limit the spread of the virus.