

Step 4 COVID-19 Risk Assessment Checklist

July 2020



**ENGLAND
HOCKEY**

As hockey moves into Step 4 of England Hockey's Roadmap in Returning to Play, it is essential that hockey providers assess the risks associated with hockey activity in line with England Hockey and wider Government guidance related to Covid-19.

England Hockey strongly recommend that all delivery organisers complete a Covid-19 specific risk assessment prior to the commencement of hockey activity. This template should be used as a guide and completed in conjunction with a full risk assessment at the delivery venue in order to safely open these facilities and deliver hockey activity.

All Hockey organisers should appoint a 'Covid-19 officer' who is responsible for completion of this risk assessment and ensuring that all participants are compliant with all measures taken to ensure safety during hockey activity. It is strongly recommended that the delivery organiser completes a full risk assessment relevant to the venue and reviews this on a weekly basis.

Risk Assessment

Completed by: Claire Cousins

Date completed: 23rd August 2020

Action to be considered	Action taken (to be completed by hockey organiser in association with the facility provider)	Significance of risk (low, medium, high)
General guidance		
Ensure you have read and understood England Hockey's Step 4 guidance	England Hockey guidance has been read and shared with the committee and club members. The guidance has also been adapted by the Club Secretary to be specific to our club and venue and shared with all members. Guidance discussed with the committee on the 16 th August. Required actions identified and assigned to specific committee members for completion	Low
Ensure details of your club/association's COVID Officer have been shared with all members	Email sent to members on 22 nd August 2020 identifying the Covid19 officer and how they can be contacted.	Low
Ensure compliance with Test and Trace by keeping a register (including contact details) of those individuals present at training/matches. These registers should be held in line with the activity provider's data storage policy.	A physical register will be taken at training by identified members of the committee. Captains will be responsible for keeping a register of players attending matches. Registers will be emailed to EH Track and Trace within 24 hours of the event. Registers will be stored securely alongside	Medium

Ensure all participants have signed an England Hockey Participant Agreement prior to playing hockey	membership data in Google ****. An email was sent to all members on 22 nd August 2020, which included the link to the EH Participation Agreement. The Covid19 officer will share the list of members who have completed the form with the membership secretary on the 1 st September 2020 – 4 days before hockey resumes. Members who are not on the list will be contacted separately to remind them that this needs to be completed before they are allowed to play. Hard copies of the guidance and form will be made available at training for any new members who arrive who would not have received this information.	Medium
Ensure all participants are aware of all COVID-19 policies and processes in advance of activity	An email was sent to members on 22 nd August 2020 including Covid19 guidance specific to our club and venue. Each session will start with an initial briefing to remind members of the content and expectations.	Low
Ensuring appropriate provisions in place to maintain social distancing guidance and that participants are made aware of the policy in place around usage. This should include pitch lay out, timings, how people enter and exit the pitch, any process/cleaning before/after pitch bookings etc	The access to the pitch from the main car park is very wide and will allow for appropriate social distancing for people walking in the same or opposite direction. Members have been reminded in the guidance not to stand near the entrance/exit to allow people space to enter/leave. Members have been advised to spread out	Low

	<p>along the length of the pitch when they arrive and to place their belongings an appropriate distance from others.</p> <p>As we do not own the pitch, the sports centre has been contacted re: signage and cleaning. There is a 15 minute changeover time between training sessions to allow players from the first session to leave the pitch before others arrive. The training equipment will be separated into two sets and only handled by the coach leading that session.</p>	
Handwashing facilities (including soap and water) are available. Alternatively (or additionally) provide sufficient hand sanitiser. Regular hand washing should be encouraged.	<p>Handwashing facilities available within the sports centre, which is close to the pitch. Players have been asked to bring their own hand sanitiser. Players will be encouraged to use this regularly, particularly before and after visiting the toilets. Hand sanitiser will not be stored in the first aid kit as these are kept in captains' vehicles and pose a fire risk.</p>	Medium
Ensure that disposable tissues/paper towels/anti-bacterial wipes are available to reduce the threat of transmission. Consider how these are disposed of following use e.g. sealed bins	<p>The sports centre has been contacted to find out what measures they will be putting in place for surfaces that may be touched i.e. goals often need to be moved prior to play. Disinfectant spray has been suggested.</p>	Low
Display of education pieces, such as a symptoms	<p>As we do not own the pitch, it is the</p>	Low

chart and handwashing guidance, to raise awareness and promote safe practices

Ensure that suitable individuals, with appropriate training (including DBS checks if required), are available to support the safe delivery of activity, including ensuring appropriate supervision ratios are maintained.

Consider how to manage non-compliance with actions taken to manage the risks of Covid-19

Provisions in place to manage arrival/departure of individuals to/from your facilities

If you are opening clubhouse facilities, ensure

responsibility of the sports centre to display posters and signage. The sports centre have been contacted to enquire about this.

Committee members will be available at training to take the register and model good adherence to the guidelines. Players will be reminded of the guidance during a briefing at the beginning of each session.

Club members have been made aware via the email sent on 22nd August 2020 that non-compliance with the guidelines could lead to disciplinary action being taken by England Hockey. Members not complying with the guidelines will be spoken to by the Covid19 officer in the first instance and reminded of the guidelines and the agreement they have signed. Continued non-compliance may result in that member being asked not to attend training and matches in order to maintain safety for all.

Match and training times staggered. Path width from the main car park is wider than 2 metres. The path from the small car park and sports centre to the pitch is slightly narrower but is also very short – members to wait for the path to be clear before proceeding.

The only facilities available will be the use of

Low

Medium

Low

Low

compliance with government guidance

the toilets in the sports centre. The sports centre have their own guidelines around indoor spaces, which we are waiting to receive. No changing facilities available and no refreshments will be offered.

Game/Training guidance

Ensure equipment is cleaned and disinfected before and after use. This should include preparation of the pitch for training/matches which may include moving goals, netting, corner flags etc.

Training equipment will be separated into two distinct sets and only handled by the coach for that session. The training equipment will only be used once per week so will be left untouched for more than 72 hours. The sports centre have been contacted regarding cleaning equipment for surfaces that may be touched on the pitch i.e. the goals.

Low

Minimise the sharing of kit / equipment (including facemasks, goal keeping equipment etc.)

Members who use face masks regularly have been advised to purchase their own and the club will reimburse them. Each goal keeper has their own kit, which is not shared.

Low

If providing face masks for defensive penalty corners, ensure masks are cleaned thoroughly before and after use and labelled to avoid sharing during games

As above – players to use their own face masks.

Low

No close physical contact (including hand shaking, huddles, sharing of water bottles etc.) in line with government guidance. This extends to pre, during

Members have been informed of this within the England Hockey and club specific guidance, which was sent in the email on

Low

and post-match meetings, briefings, de-briefs, half time talks, celebrations and any breaks in play.	the 22 nd August. Members will be reminded of this during the briefing at the beginning of each session. Following 5 months of enforced social distancing this will be natural behaviour to the majority of players.	
Ensure appropriate First Aid provisions are accessible (see https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/)	Each team has a first aid kit, which is replenished at the start of the season. Face masks and gloves will be added due to Covid19. These will need to be worn if first aid is being administered by a second party. Hand sanitiser not included in the first aid kit as this poses a fire risk if kept within captain's vehicles. Members have been asked to bring their own hand sanitiser.	Low
Consider whether personal protective equipment (PPE) is required to safely run hockey activity and who may require PPE (e.g. those providing first aid, physios etc.)	See above	Low
Ensure social distancing is maintained for substitutes, team staff, officials, spectators and during breaks in play.	We have asked for no spectators initially while we manage players getting back into hockey safely. Players will be reminded in the briefing before the session about maintaining social distancing during breaks in play and when waiting on the side lines.	Low
Follow guidance from officials regarding free hits, penalty strokes, penalty corners, restarts etc.	Members aware that free hits and penalty corners need to be taken promptly to reduce the time players are in close proximity in the	Low

D. Members will be reminded of this during the briefing at the beginning of the session. Umpires will have already received this information from their associations.

Identify any further risks specific to your environment:

We are awaiting full guidance from the school/sports centre, which will complement the guidance that has already been produced by England Hockey and the club.

Ensure these actions are considered in line with completion of a risk assessment of hockey activity within your club

For further information regarding Covid-19 risk assessments, please visit England Hockey's insurance centre, provided by Howden: <http://www.ps-hockey.co.uk/> or Sport England <https://www.sportengland.org/how-we-can-help/coronavirus/return-play>