

Dryburgh Athletic Community Club - Back to



Training Risk Assessment



Club / Venue name: Dryburgh Athletic

Assessment carried out by: John Beatt

Date assessment was carried out: 28/04/21

Date of next review: 12/03/21- 1/3/22
ONGOING

Important links on managing risk: [Completed example risk assessment](#)

[Scotland's route map through and out of the crisis](#)

[HSE Health and Safety - Risk assessment advice](#)

[Getting your facilities fit for sport guidance](#)

[Getting coaches ready for sport](#)

<https://www.scottishfa.co.uk/news/updated-guidance-for-grassroots-football-11-march-2021/?rid=13929>

Responsibilities of management

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	Date complete	Review
Management of the reinstatement of sporting activity after a long period of shutdown	All members	Back to training guidance and risk assessments being compiled. Implementing Scottish Government COVID-19 and SFA guidance	Establish a COVID-19-specific guidelines Appoint a specific COVID-19 coordinator to be responsible for overseeing the organisation's response to the COVID-19 crisis Produce a back to training plan. All players over 13 years, parents and carers advised to undertake a COVID-19 e-learning course All teams to record attendance for each session for Track and Trace purposes	Committee – Covid Coordinator	Ongoing	01/03/22

Building / Pitches

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	Date complete	Review
Enter text	Enter text	Enter text	Enter text	Enter text	Enter date	Enter date or description
N/A – Building owned by Dundee City Council and is CLOSED	N/A	N/A	N/A	N/A	N/A	N/A
Lochee Park, South Road and Myrekirk Pitches	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Staggered training session start times Environment: temperature / weather etc. Slip, Trips and Falls Equipment: Goals	Sessions will be coordinated to avoid overcrowding at the parks Players and parents encouraged to wear appropriate clothing Coaches to inspect pitch for any trip hazards that would cause a trip. Players are advised to wear suitable footwear for grass pitches Goals are fixed in place	Coaches, Committee		

Inform

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	Date complete	Review
<i>Users unaware of changes to procedures</i>	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Providing all members with guidance letters and artwork graphic guidelines. Ensure all parents read and tick back to training consent.	<ol style="list-style-type: none"> 1. <i>Members informed of changes and expectations on them via webpage, email, social media or text message</i> 2. <i>Artwork in place to remind people of their responsibilities</i> 	Committee	On going	01/03/22

Coaches – Reps – Committee - Players

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	Date Complete	Review
Any members who are at higher risk of contracting COVID-19	High-risk members (as defined by government, including pregnant, those with underlying health issues, employees aged over 70)	Implementing Scottish Government COVID-19 guidance	Scottish Government guidance should be followed. Home working arranged as appropriate, HR procedures in place for those unable to work from home and required to isolate as per Government guidelines.	All members	On going	01/03/22
Increasing risk of community transmission	All members	Implementing Scottish Government COVID-19 guidance	<ol style="list-style-type: none"> 1. PPE provided for coaches as required. Measures in place to allow members to physical distance 2. Video conferencing to be used for meetings. 3. Players encourages to wear snood to training and games 4. Coaches MUST wear snood in event of needing to provide first aid 	All members	On going	01/03/22

Sport-specific

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	Date complete	Review
Enter text	Enter text	Enter text	Enter text	Enter text	Enter date	Enter date or description
Refer to below*						

Organised coached activities

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	Date complete	Review
Situations where participants who are arriving or leaving the session are unable to adhere to physical distancing guidelines	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Supplying each team with thorough guidance	<p>Review programming and timetabling sessions to stagger start & finish times of teams</p> <p>Redesigning arrival and departure to ensure physical distancing in place</p> <p>Circulation areas marked to encourage people to physically distance</p> <p>Other coaches and participants to be reminded regularly of the importance of physical distancing</p> <p>Parents encouraged to wait in own vehicles until session start time and until session is finished.</p>	Committee – Coordinator - Coaches	Ongoing	01/03/22
Maximum numbers / session capacity allowing for physical distancing	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Supplying each team with thorough guidance	<p>1. Consider capacity of session based on space available, activity to be delivered and amount of movement per participant required to ensure compliance with Scottish Government guidance on physical distancing</p> <p>2. Coaches and participants to be reminded regularly of the importance of physical distancing.</p>	Committee – Coordinator - Coaches	Ongoing	01/03/22
Participants entering the premises with flu-like symptoms	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Supplying each team with thorough guidance	<p>1. Should be tactfully asked to leave and directed to self-isolate and call or email NHS24. Scottish Government guidance should be followed at all times</p> <p>2. Ensure records and contact details of all participants for each session are taken to aid Test & Protect</p> <p>3. COVID-19-related cancellation procedure. That allows for non-penalty short notice cancellations where participants or coaches are experiencing symptoms and/or need to self-isolate in line with Scottish Government guidelines</p> <p>4. COVID-19 screening questions at the time of booking</p>	Committee – Coordinator - Coaches	Ongoing	01/03/22

5. Pre/post-activity checklist and verbal screening carried out by coach prior to session						
Session activities leading to increased risk of spread of bacteria/virus	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Current session plan	Redesigning activities to ensure physical distancing in place. Pre-session checklist completed by coach. Activities planned to avoid close contact where possible. Avoid sharing of equipment if possible (if it must be shared, ensure adequate cleaning with appropriate materials between participants).	Committee – Coordinator - Coaches	Ongoing	01/03/22
Cleaning practice increasing risk of bacterial/viral contamination	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Robust cleaning schedule in place. Cleaning ranks checked by Covid Coordinator.	1. Additional time allowed for coaches to carry out cleaning between each user group 2. Frequently cleaning, disinfecting equipment and surfaces that are touched regularly using appropriate cleaning products and methods.	Committee – Coordinator - Coaches	Ongoing	01/03/22
Untrained individuals using cleaning substances and equipment	Coaches, participants, staff, volunteers	Supplying each team with thorough guidance	Instructions and safety information for all substances in place. Work instructions for tasks in place. Only coaches who have read the safety instructions to carry out cleaning tasks.	Committee – Coordinator - Coaches	Ongoing	01/03/22
Withdrawal of first aid to a person in need could put their life at risk	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Supplying each team with thorough guidance	First aid-trained personnel available during coached activities. Carry out first-aid refresher training to incorporate changes required due to COVID-19, when first training restarts due to Covid restrictions. Strict hygiene protocols in place to be adhered to in order to reduce transmission. Suitable PPE available to coach / first aider and injured people so they can protect themselves if administering first aid.	Committee – Coordinator - Coaches	Ongoing	01/03/22
Follow guidance from the SFA (Scottish Football Association)	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Supplying each team with thorough guidance Keeping parents updated with the latest guidelines	All activity for all age groups must take place outdoors All activity should avoid inter-club training competition or events Ensure all hygiene measures are always implemented	Committee, coaches, players, COVID Officer	Ongoing	Always under review

Delivering coached activities

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	Date complete	Review
Coaches / deliverers continuing to work if feeling unwell with COVID-19 symptoms	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Refer to Scottish Government COVID-19 current guidance	<ol style="list-style-type: none"> 1. If anyone becomes unwell with any of the identified symptoms of COVID-19 in the workplace they will be sent home and advised to follow the self-isolation guidance from Scottish Government 2. Ensure records and contact details of staff, coaches and volunteers for each session are taken to aid Test & Protect. 3. COVID-19-related cancellation procedure. That allows for non-penalty short notice cancellations where participants or coaches are experiencing symptoms and/or need to self-isolate in line with Scottish Government guidelines 4. Should be tactfully asked to leave / refused entry and directed to self-isolate and call or email NHS24. Scottish Government guidance should be followed at all times 5. Ensure records and contact details of all participants for each session are taken to aid Test & Protect. 	Committee – Coordinator - Coaches	Ongoing	01/03/22
Participants entering the premises with flu-like symptoms	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Refer to Scottish Government COVID-19 current guidance	<p>Should be tactfully asked to leave / refused entry and directed to self-isolate and call or email NHS24. Scottish Government guidance should be followed at all times.</p> <p>Ensure records and contact details of all participants for each session are taken to aid Test & Protect.</p> <p>COVID-19-related cancellation procedure. That allows for non-penalty short notice cancellations where participants or coaches are experiencing symptoms and/or need to self-isolate in line with Scottish Government guidelines</p> <p>COVID-19 screening questions at the time of booking.</p> <p>Pre/post-activity checklist and verbal screening carried out by coach prior to session.</p>	Committee – Coordinator - Coaches	Ongoing	01/03/22

Session activities leading to increased risk of spread of bacteria/virus	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Current session plan	Redesigning activities to ensure physical distancing in place. Pre-session checklist completed by coach. Pre-session verbal screening by coach. Activities planned to avoid close contact where possible. Avoid sharing of equipment if possible (if it must be shared, ensure adequate cleaning with appropriate materials between participants.	Committee – Coordinator - Coaches	Ongoing	01/03/22
Cleaning practice increasing risk of bacterial/viral contamination	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Robust general cleaning schedule in place Cleaning tasks monitored by responsible person	Additional time allowed for coaches to carry out cleaning between each user group Frequently cleaning, disinfecting equipment and surfaces that are touched regularly using appropriate cleaning products and methods.	Committee – Coordinator - Coaches	Ongoing	01/03/22
Withdrawal of first aid to a person in need could put their life at risk	Players, coaches, staff, volunteers, visitors, vulnerable groups (those with existing underlying health conditions)	Supplying each team with thorough guidance	First aid-trained personnel available during all coached activities. Carry out first-aid refresher training to incorporate changes required due to COVID-19 – when courses restart* Hygiene protocols in place to be adhered to in order to reduce transmission. Suitable PPE available to coach / first aider and injured people so they can protect themselves if administering first aid.	Committee – Coordinator - Coaches	Ongoing	01/03/22
Under 12's Training	Players, coaches, staff, volunteers	Providing up to date guidance	Contact activity is permitted, however physical distancing should be in place before and after the activity Physical distancing is essential for coaches Ensure the correct player : ratio is adhered to Inter club festivals and matches can be played	Committee, COVID Officer, Coaches	Ongoing	Constantly under review
12-17 Years Training	Players, coaches, staff, volunteers	Providing up to date guidance	Activity can be contact, ensure physical distancing is always in place Activity limited to twice a week for a maximum of 60 minutes Ensure the correct player : ratio is adhered to Inter club festivals and matches permitted	Committee, COVID Officer, Coaches	Ongoing	Constantly under review
18 Years and above Training	Players, Coaches, staff volunteers	Providing up to date guidance	All activity must be non-contact, ensure physical distancing is always in place Activity limited to twice a week for a maximum of 60 minutes Ensure the correct player : ratio is adhered to Game played not permitted at this time	Committee, COVID Officer, Coaches, Players	Ongoing	Constantly under review

One parent / guardian permitted to attend / watch activity

Please refer to Return to Match Play Guidance for Coaches and Parents
<https://www.myclub-hub.com/uploads/34/policies/Return to Match Play.pdf> (myclub-hub.com)

Committee, coaches, COVID officer, parents /guardians

Ongoing

[Return to Match Play Spectator Guidance.pdf](#) (myclub-hub.com)
