



## SWINDON SUPERMARINE FC (SSFC) RISK ASSESSMENT & ACTION PLAN WITH SPECTATORS

THE SPECIFIC RISK	THOSE EXPOSED TO THE RISK	CONTROLS REQUIRED	ADDITIONAL CONTROLS	ACTION BY WHOM?	ACTION BY WHEN?	DATE COMPLETE
The Spread of Covid-19 at the Webbwood Stadium	<ul style="list-style-type: none"> <li>Staff</li> <li>Users</li> <li>Cleaners</li> <li>Visitors</li> </ul>	<p><b>Promoting good hygiene:</b></p> <ul style="list-style-type: none"> <li>Provide hand sanitisers throughout the Webbwood Stadium buildings</li> <li>Clearly direct people to where they can wash and sanitise their hands</li> <li>Ensure that all handwashing stations are in good working order and provide soap, water, and hand sanitiser</li> <li>Provide hygiene posters and signage throughout the Webbwood Stadium</li> <li>Provide paper towels in all wash areas</li> </ul> <p><b>Keep facilities and equipment clean:</b></p> <ul style="list-style-type: none"> <li>Clean throughout the changing. rooms, toilets, clubhouse, and community room.</li> <li>Identify high-contact touch points for more regular cleaning.</li> <li>Ensure there are sufficient waste facilities.</li> <li>Follow Public Health England (PHE) guidance if a Covid-19 case is reported at the Webbwood Stadium.</li> </ul> <p><b>Maintaining social distancing and avoiding congestion</b></p> <ul style="list-style-type: none"> <li>At the spectator's turnstile entrance</li> <li>Provide signage so people can find their destination quickly</li> <li>Review how visitors walk through the clubhouse and adjust this to reduce congestion and contact between users</li> </ul>	<ul style="list-style-type: none"> <li>Check 24hrs before opening on matchdays the level of sanitiser, soap, and paper towels in the clubhouse / community room</li> <li>Hourly check on level the level of sanitiser, soap, and paper towels</li> <li>Check 24hrs before opening on matchdays that posters promoting social distancing are in place</li> <li>Brief the responsibilities of each matchday staff member</li> </ul> <ul style="list-style-type: none"> <li>Contract cleaner to carry out a thorough clean 24hrs prior to each match at the Webbwood Stadium.</li> <li>Stock check of cleaning products</li> <li>Ensure removal of waste facilities</li> <li>Train all staff on PHE guidance for reported Covid-19 cases</li> </ul> <ul style="list-style-type: none"> <li>Check prior to a match that the signage along the turnstile entrance walkway is clearly visible</li> <li>All spectators must give details of their name and contact number for Track and Trace</li> <li>SSFC will provide a form on the club website and social media platforms for</li> </ul>	The Covid-19 Officer or the delegated individual in the officer's absence		



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		<ul style="list-style-type: none"> <li>Regulate the entry to the clubhouse to avoid overcrowding</li> <li>Place 2m markings where possible to the clubhouse entrance, toilets, and queue to the kitchen window</li> <li>One-way arrow markings help foot traffic flow management</li> <li>Single use of doorways to avoid congestion i.e. one way only entrance and exits</li> <li>Single / limited use of toilet facilities to avoid congestion in a confined space</li> <li>Table service provide in the clubhouse bar as per increased restrictions issued 24/09/2020</li> </ul> <p><b>Managing the welfare and safety of all in the Webbwood Stadium</b></p> <ul style="list-style-type: none"> <li>Every visitor to the Webbwood Stadium should self-screen prior to arrival for any of the symptoms, as these are potential indicators of Covid-19 infection</li> <li><b>High temperature (above 37.8C)</b></li> <li><b>A new continuous cough</b></li> <li><b>Shortness of breath</b></li> <li><b>A sore throat</b></li> <li><b>Loss of or change in normal sense of taste or smell</b></li> <li><b>Feeling generally unwell</b></li> <li><b>Been in close contact with/living with a suspected or confirmed case of COVID-19 in the previous two weeks</b></li> </ul>	<p><i>spectators to complete and bring to the game for Track and Trace</i></p> <ul style="list-style-type: none"> <li><i>There will also be Track and Trace forms available on the matchday, <b>but spectators should take the opportunity to complete the form prior to matchday to ease congestion at turnstile entrances</b></i></li> <li><i>Track and Trace forms will be kept for 21 days</i></li> <li><i>Regularly review the effectiveness of the measures in place</i></li> <li><i>Keep social distance in the forefront of people's minds</i></li> <li><i>Train staff to promote compliance to users</i></li> <li><i>Train staff to report and resolve with issues of non-compliance</i></li> <li><i>Daily check of posters and signage</i></li> </ul> <ul style="list-style-type: none"> <li><i>Temperature spot check of spectators entering the ground - <b>agreeing to this if asked is a condition of entry</b></i></li> <li><i>Train staff to report any person that they suspect are showing signs of these symptoms to the Covid-19 officer</i></li> <li><i>Anyone that is showing these symptoms will not be allowed into the Webbwood Stadium and should return home to self-isolate</i></li> <li><i>A copy of this Risk Assessment and Action Plan for the Webbwood Stadium will be available on the club website</i></li> </ul>			



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		<ul style="list-style-type: none"> <li>The Club Secretaries and/or Covid-19 officers of both clubs will communicate prior to a match so the understanding of Webbwood Stadium's approach to everyone's safety is understood.</li> <li>The away team Club Secretary / Covid-19 officer will email the names and contact number of all staff, players and club officials that will be expected to travel to the match</li> <li>The home team Club Secretary / Covid-19 officer will also compile a contact list for all the SSFC attendees</li> <li>Face masks should ideally be used when travelling and on entering the Webbwood Stadium</li> <li>Encourage the use of the NHS QR code for all visitors to the Webbwood Stadium as per increased guidance issued 24/09/2020</li> <li>Sanitising stations will be in place in all areas of the dressing room</li> <li>Only team officials, match officials and players to enter the dressing room</li> <li>Players and the match official's refreshment at dinks breaks and half time</li> <li>There will be <b>no pre match handshakes</b> taking place as agreed by the FA</li> <li>Substitute players must not be seated in the dug outs during the game</li> <li>Match balls to cleaned with disinfected wipes</li> <li>Depending on the weather, players will be encouraged to remain outside during the half time break</li> <li>Congestion when walking off the pitch</li> <li>Minimise the time in their dressing room</li> </ul>	<ul style="list-style-type: none"> <li><i>A copy of this Risk Assessment and Action Plan will also be emailed to the away Club Secretary prior to the match</i></li> <li><i>The Home Secretary will also email a copy of the contact list for Track &amp; Trace to the away Club Secretary.</i></li> <li><i>The contact list is to be completed by the away team Club Secretary and returned 24 hours before the date of the match</i></li> <li><i>Both home and away contact list will be kept for 21 days after the match before being destroyed</i></li> <li><i>SSFC will have a stock of face masks. If required, please ask the Home Club Secretary / Covid-19 officer for one on arrival</i></li> <li><i>Matchday stewards will direct visitors to the spectators, players and official's car parking areas and entrances to the stadium</i></li> <li><i>Check 24hrs before matchdays the level of sanitiser, soap, and paper towels in all the dressing rooms</i></li> <li><i>Matchday stewards on duty outside the dressing room to ensure only named personnel enter them</i></li> <li><i>Match officials and players to bring their own drinks to the match</i></li> <li><i>Additional seating will be provided for the substitutes next to the dugouts</i></li> <li><i>Ball boys will clean the Match balls before they are returned to play whenever possible</i></li> <li><i>SSFC staff and players will remain on the pitch until all the visiting players have left</i></li> </ul>			



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		<ul style="list-style-type: none"><li>• There will be no hospitality offered at half time and full time for the staff and players until sanctioned to do so</li><li>• Toilet facilities are provided in the dressing room</li><li>• All toilets will have paper towels and waste bins for disposal</li><li>• All toilets are provided with soap dispenser and a sanitiser</li><li>• The payment of the match officials should be done by bank payment whenever possible and not cash</li><li>• Minimise the handling of kitchen equipment</li><li>• Clubhouse bar service will be closely monitored, and any congestion areas removed</li><li>• Boardroom hospitality for officials will either not be available or limited until current FA guidelines change</li></ul>	<p><i>the playing area and entered the changing rooms.</i></p> <ul style="list-style-type: none"><li>• Both teams will be encouraged to spend limited time in their dressing room, with less showering, quick change, and prompt departure</li><li>• As per government guidelines, only one person at a time to use the toilet facility in each dressing room</li><li>• Payment method of the match officials to be agreed by the home Club Secretary and the officials</li><li>• Ensure adequate supplies of soap and hand sanitiser in the kitchen.</li><li>• Removal of dish cloths and replace with disposable paper towels in the kitchen</li><li>• Gloves, masks, and apron to be worn by kitchen staff</li><li>• All worksurfaces to be sanitised before, during and after use in the kitchen</li><li>• There will be a one-way system for bar service with <b>entry via the community room and exit via the clubhouse door</b></li><li>• There are social distancing signs on the floor which also indicate the entry and exit routes for the clubhouse</li><li>• Seating in the clubhouse will be limited and will meet social distancing rules</li><li>• There will be a selected area for service at the bar that is clearly marked</li><li>• All drinks will be served in single-use plastic glasses during the match. If glasses are used after the match, then the patron will not be served another drink until their</li></ul>			



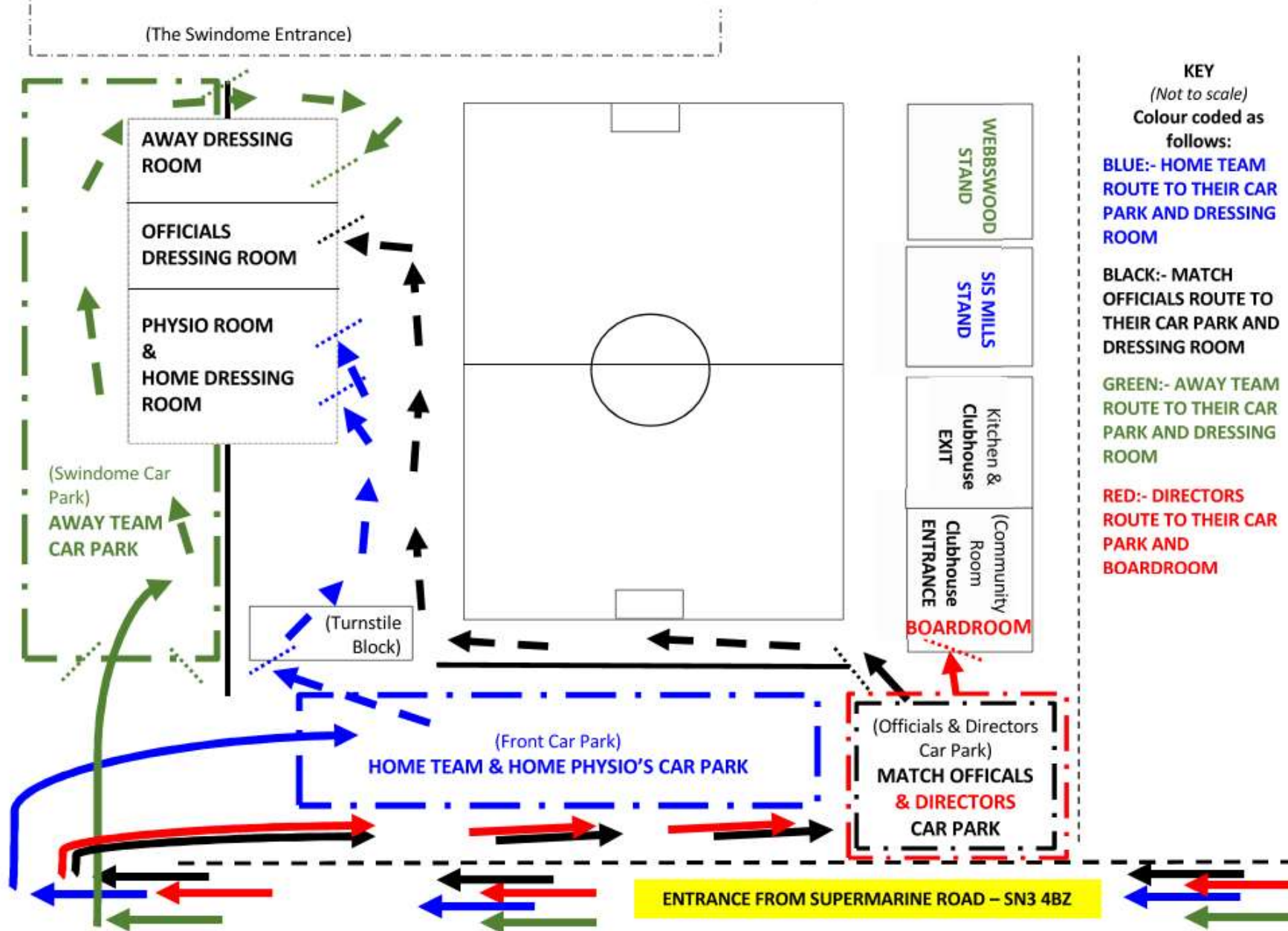
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			<i>glass has been returned to the designated area for empty glasses</i> <ul style="list-style-type: none"><li>• <i>Payment at the bar can be made via contact less, which will always be encouraged, although cash payment will also be accepted</i></li></ul>			
		<b>Medical / Physiotherapy</b> <ul style="list-style-type: none"><li>• <i>Medical staff from Diamond Procure Therapy will attend to injuries and accidents at the Webbwood Stadium</i></li></ul>	<ul style="list-style-type: none"><li>• <i>Diamond Procure Therapy have their own risk assessment and the SSFC players will adhere to the medical staff's procedures in all cases</i></li></ul>			



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### WEBBSWOOD STADIUM (plan layout)



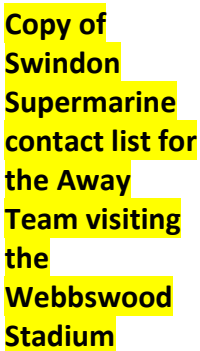




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### WEBBSWOOD STADIUM (photo layout)





Swindon Supermarine FC, The Webbwood Stadium, Supermarine Road, Swindon, SN3 4BZ

### Visiting Team to Supermarine:

**Match Date:**

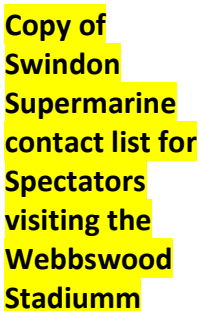
**Complied by:**

**Position:**

## GUEST LIST AS PER COVID-19 REGULATIONS

[illegible]





Swindon Supermarine FC, The Webbwood Stadium, Supermarine Road, Swindon, SN3 4BZ

**SPECTATORS LIST AS PER COVID-19 RISK ASSESSMENT & ACTION PLAN**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Contact Number	Name
SAMPLE	

Contact Number	Name
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Please print this form and complete as a family, group or as an individual coming to the game.  
By entering the Webbswood Stadium each person agrees to undertake in a spot temperature check if selected to do so.  
The Swindon Supermarine FC Chairman and Directors recommend that you always wear a face covering.  
**PLEASE HAVE THIS FORM READY TO HAND IN AT THE CONTROL DESK / TURNSTILE ON YOUR ARRIVAL.**  
This form will be destroyed after 21 days as per Covid-19 Track and Trace guidelines.