GRASSROOTS CLUB SAFEGUARDING RISK ASSESSMENT

EVENT DETAILS			V	
EVENT: (e.g. Under-10s coaching sessions)	DATE:		V	
All Rastrick Junior FC Training Sessions, Events & Matches 25.03.21				
CLUB LEAD NAME, ROLE FOR SESSION AND CONTACT NUMBER:			C	
Martin Ford (Chair) - 07496 794905				
SECOND ADULT NAME, ROLE FOR SESSION AND CONTACT NUMBER:			V	
John Rider (Vice Chair) - 07305 884812			s	
DESIGNATED SAFEGUARDING PERSON NAME AND CONTACT DETAILS:			V	
Sara Goodall (Designated Safeguarding Person) - 07740 264843			н	

CLUB POLICIES AND PROCEDURES BEING FOLLOWED	YES NO
Safeguarding children	
Adults at risk	
Social media use	\checkmark
Use of photograph and filming	\checkmark
Anti-bullying	\checkmark
Code of Conduct, including acceptable behaviour	\checkmark
Equality, diversity and inclusion	\checkmark
Managing challenging behaviour	\checkmark
Other(s): e.g. parent/carer consent	\checkmark

VENUE DETAILS (e.g. Club)	
VENUE NAME AND ADDRESS:	
Carr Green Playing Fields Carr Green Lane, Rastrick, HD6 3LT	
VENUE LEAD CONTACT NAME:	CONTACT NUMBER:
Stuart Shore (Governance Officer)	07704 036700
VENUE GPS CO-ORDINATES:	WIFI ACCESS:
HD6 3LT	N/A

EMERGENCY PROCEDURES	
Emergency Action Plan:	YES V NO
Location of nearest defibrillator:	Carr Green Lane, opposite Rastrick Tennis Club
Name of designated runner to bring defibrillator to incident site:	Session Leader to designate
Location of any access barrier keys:	In storage container, top right front.
Emergency vehicle access:	Via Carr Green Lane, HD6 3LT
Air ambulance landing station:	Carr Green Playing Fields, HD6 3LT

INSURANCE COVER

Personal Accident and Public Liability insurance cover

V

RJFC



BELOW IS A NON-EXHAUSTIVE LIST OF ISSUES CLUBS MAY WANT TO CONSIDER WHEN PREPARING A RISK ASSESSMENT DURING THE COVID-19 PANDEMIC:

Area of risk	Is there an additional risk to children?	Is there an additional risk to disabled ¹ or impairment-specific participants (children and adults)	Riskrating:red,amber, green (RAG)*	Solution/mitigation (Consider what if?)	Solution/mitigation RAG rating	Review post-activity and by whom
EXAMPLE Informed written consent to participate.	EXAMPLE Yes, must have parent/ carer consent. Additional risks, e.g. younger age groups – understanding of social distancing is limited.	EXAMPLE Possibly, it depends on the disability or impairment. Discuss with participants to assess this.	EXAMPLE Amber	EXAMPLE Parents/carers to be advised of Covid-19 arrangements prior to consentingfor theirchild toparticipate. Discuss with adult participants.	EXAMPLE Amber as not been done before. Implement in line with guidance, note impact and review.	EXAMPLE Majority of children managed social distancing, work with relevant parents to reinforce with a handful.
Parents briefed on activity and have given informed written consent to do activity 8.2 ²	Written consent obtained.	Discuss with parent/carer	Green	No additional mitigation required	Green	Covid Admin & AGM
Consent to be photographed/filmed 8.2 and 8.3	Yes- parent/carer consent obtained	Discuss with parent/carer	Green	No additional mitigation required	Green	N/A
Consent for contact via social media and to have info on/be visible on social media 6.1 and 6.2	Yes- parent/carer consent obtained	Discuss with parent/carer	Green	No additional mitigation required	Green	N/A

¹ Disability is a protected characteristic, under the Equality Act, 2010. Clubs should champion inclusive football activity in line with their equality and/or inclusion policies

² These numerical references refer to downloads on the safeguarding section of The FA.com <u>here</u>



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Data Privacy Policy/ Notices updated to cover data handling of attendees to aid NHS Test and Trace	No	No	Green	Covered in Covid briefing to parents/carers which parents/carers asked to confirm.	Green	Not required. Arranged centrally
Clear procedures for referring safeguarding concerns and managing allegations against staff 2.1 & 2.2	Yes. Safeguarding policy in place and information shared with parents/carers.	Yes	Green	No further mitigation required.	Green	Not required
Children and parents/ carers given DSO details & how to raise concerns 7.1	Parents/carers informed of DSO at registration; details also on website.	Yes	Green	No further mitigation required.	Green	Not required
EXAMPLE Staffing ratios: -Clearly defined lead and support roles.	EXAMPLE Yes–leadcoachand2nd adult. Brief both on roles and responsibilities.	EXAMPLE Yes – check individual understanding with staff and adult players.	EXAMPLE Red	EXAMPLE Follow Government Covid-19 and FA guidance. Discuss risks and how being managed.	EXAMPLE Green	EXAMPLE Review learning and share across club.
 Staffing ratios: Defined lead/support roles; Supervision under-18 volunteers. 5.5 	Two coaches in attendance which may include age-group manager. Safeguarding training compulsory.	Yes- discuss with parent/carer.	Green	No further mitigation required.	Green	Not required (but monitor compliance).



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Guidance re staff conduct: • Signed Code of Conduct. • Clarity re: acceptable/ unacceptable practice. 5.2 (CWO); 10.12 (Respect Codes)	Yes. Code of Conduct issued to all players and parents at point of registration with RJFC and annually thereafter.	Yes- involve parents/carers as required.	Green (controls are 'up-stream')	No further mitigation required.	Green	No required.
Risk assessments done for anyone carrying out high risk roles/tasks	Covid-safety measuresin place & PPE for attending to injured players.	Yes, potentially. Involve parent/carer.	Amber	PPE provides protection for the risk identified	Green	Covid Admin and Age Group Manager (AGM)
Covid-19 protocols briefings shared and practised with committee/ volunteers	Yes- coaches/volunteers briefed on Covid-19 risks with regard to child ages.	Yes, potentially. Involve parent/carer.	Amber	Covid protocols mitigate risks	Green	Covid Admin and AGM to monitor.
Covid-19 protocols briefings done with club members	Yes. Parents/carers briefed and Covid Admins to monitor.	Yes, potentially - involve parent/carer.	Amber	Covid protocols mitigate risks	Green	Covid Admin and AGM to monitor.
Participants trained to do self-screen checks before travelling to session	Yes- in place for players and other attendees.	Yes- parent/carer to provide support with the process.	Amber	Covid protocols mitigate risks	Green	Covid Admin and AGM to monitor.
Coaches trained to check that self-screen checks have been done and were all negative.	Yes- Covid Administrators to undertake this role.	Yes- parent/carer to provide support to Covid Admin with the process.	Amber	Covid protocols mitigate risks	Green	Covid Admin and AGM to monitor.



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EXAMPLE Travel arrangements	EXAMPLE Yes, travel only with household members or your support bubble. Managing groups of parents.	EXAMPLE Yes, travel only with household members. Avoid public transport if possible/or wear a face covering.	EXAMPLE Amber	EXAMPLE Ensure parents/carers andadults are aware of Government guidance re travel.	EXAMPLE Green	EXAMPLE Review after session and share learning.
Travel arrangements (see page 7) ³ 5.4	Yes. Parent information includes safe travel arrangements for all football activities.	No	Green	No further mitigation measures required.	Green	Not required.
Drop off/pick up arrangements e.g.: • Accessible parking; • Signage; • Social distancing; • Managing parents. (see page7)	No. Parentsinformed and reinforced by Covid Administrators.	No.	Amber	Mitigation measures in place manage the risk	Green	Covid Admin and AGM to monitor and re-enforce protocols.
Changing/showers: • Closed-Covid-19; • Arrive already changed. (see page 7) 8.4	There are no changing or shower facilities. Players arrive alreadychanged.	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable



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 Access to toilets, e.g.: Supervision; Hand-washing and/or rub 'washing' facilities; Paper towels and sealed bins ordouble- bagged³. (see page 6) 	Yes. There are no toilet facilities at Carr Green. Hand sanitiser is available	Yes. Involve parent/carer as required.	Green	No further mitigation required.	Green	Covid Admin and AGM as required.
EXAMPLE Site boundaries, e.g.: - Public access; - Roads; - Location of facilities.	EXAMPLE Yes, supervision to use toilets/cross roads whilst social distancing.	EXAMPLE Unknown – review with adult players and coaches.	EXAMPLE Red	EXAMPLE Agree and communicate protocols with children & parents.	EXAMPLE Amber	EXAMPLE Reviewafterpracticeand share learning.
Site boundaries, e.g.: • Public access; • Roads; • Location of facilities; • Drop-off point and access to pitches/ training areas.	Yes.Drop-off point at Carr Green Lane, allowing time between sessions for people to leave.		Green	No further mitigation required.	Green	Covid Admin and AGM as required. Highlight any safety concerns to DSO.

³ Double bag in line with Government Guidance, if there is concern that someone may have been symptomatic or infected with Covid-19.



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Group size 5.5	Yes Covid-safety 'bubbles being used along with Covid register and QR code.	Yes- parent/carer may need to support coaches and Covid admin.	Amber	Reinforce the importance of 'bubbles', especially to younger children who may not fully appreciate the rules.	Green	Covid Admin and AGM, as required. Highlight any safety concerns.
 Participant additional needs, e.g.: Deaf players (BSL signers); Blind players; Wheelchair accessibility; Learning disability; Autism; ADHD; Pan-disability; Impairment-specific; Interpreters where English not spoken. 7.2 and 10 	Yes. Assess needs of participants as required.	Yes- parent/carer will need to be centrally involved and provide support as required.	Green	No additional mitigations required as a plan will be in place for all participants with such needs.	Green	Covid Admin and AGM to review and highlight any concerns with DSO.

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EXAMPLE Playingarea, e.g.: -Clearlymarkedtosupport social distancing.	EXAMPLE Yes, support children to maintain social distancing.	EXAMPLE Yes, support adults to maintain social distancing.	EXAMPLE Amber	EXAMPLE Cones to de-mark zones.	EXAMPLE Green	EXAMPLE Review with players and coaches and share learning.
Playing area, e.g.: • Clearly marked to support social distancing	Yes. Playing and spectator areas marked with cones.	Yes, involve parent/carer as required.	Amber	Covid Admins to monitor	Green	Covid Admin and AGM to monitor and highlight any concerns.
Register ⁴ of those who pre- book attendance at sessions (to adhere to NHS Testand Trace requirements)	Yes. Covid registers in place plus QR code. Highlight with players.	Yes- involve parent/carer as required.	Green	No additional mitigation required.	Green	Covid Admin and AGM to review and highlight and concerns.
 Players own named, e.g.: Water bottle; Hand gel; Sun cream; Medication. 	Yes. Players/parents/carers briefed on bringing labelled drinks, hand gel etc.	Yes- involve parent/carer	Amber	Coaches to monitor and address with players/parents/AGMs	Amber	Coaches to review with Covid Admin and AGM.
Equipment, e.g.: • Cleaning. • Limit sharing. • Hand hygiene.	Yes. Covered in briefings to parents and coaches.	Yes- involve parent/carer	Amber	Coaches to monitor and address with players/parents/AGMs	Amber	Coaches to review with Covid Admin and AGM.
 Planned activity, e.g.: Age-appropriate; Covid-19 – follow Government Guidance re: group size; Social distancing. 	Arrangements as per FA guidance.	Yes- involve parent/carer	Amber	Coaches to monitor	Green	Coaches to review with Covid Admin and AGM.

⁴ Data Privacy Policy Notices updated in line with any changes to data handling



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EXAMPLE Relevant medical information in respect of participants.	EXAMPLE Yes, if information is unknown.	EXAMPLE Yes, if information is unknown.	EXAMPLE Red	EXAMPLE Gather info prior to activity; risk assess; agree with relevant parties who needs to know any confidential info and share accordingly.	EXAMPLE Amber	EXAMPLE Review and implement any learning.
Relevant medical information in respect of participants 8.2	Yes. Coaches have this information. To be confirmed prior to re-start	Yes. Parent/care to provide support.	Green	No further mitigation required.	Green	Not required.
Emergency contact numbers for participants 8.2	Yes. Coaches have this information. To be confirmed prior to re-start	Yes. Parent/care to provide support.	Green	No further mitigation required.	Green	not required.
Self-Health check procedure (see Health checks & insurance notes)	Yes. Parents/carers/players informed and checked before sessions.	Yes parent/carer to be involved in health checks.	Amber	Measuresin place subject to monitoring	Green	Covid Admin, coaches and AGM to review and highlight any concerns.
No spitting, e.g.: • Hygiene protocol; • Disciplinary procedures.	Yes- communicated to parents/carers/players.	Yes,parent/carer to be involved in supporting measures.	Amber	Enforce disciplinary measures as required.	Green	Coaches to highlight and concerns to AGM.
No chewing gum, e.g.: • Hygiene protocol; • Club disciplinary procedures.	Yes- communicated to parents/carers/players.	Yes,parent/carer to be involved in supporting measures.	Green	Enforce disciplinary measures as required.	Green	Coaches to highlight and concerns to AGM.



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EXAMPLE Managing injuries (see TheFA's First-Aid guidance notes for returning to outdoors competitive grassroots football).	EXAMPLE Yes, member of household to manage unless life- or limb-threatening.	EXAMPLE Yes, member of household to manage unless life- or limb- threatening.	EXAMPLE Red	EXAMPLE Risk assess, discuss scenarios and protocols.	EXAMPLE Amber	EXAMPLE Review and implement any learning.
Managing injuries (see The FA's First-Aid guidance notes)	Yes- parent/carer to assist or coach (with PPE)	Yes- parent/carer to support coaches.	Amber	Mitigations manage the risk.	Green	Covid Admin, coaches/ AGM to review.
Access to Personal Protective Equipment (PPE) for First Aiders (see The FA's First-Aid guidance notes)	No. First aiders have been provided with PPE.	Yes- parent/carer to support as required.	Green	No further mitigations required.	Green	Covid Admin, coaches/ AGM to review.
Managing someone who becomes symptomatic (see The FA's First-Aid guidance notes)	Yes- requirements issued to players, parents and coaches	Yes- parent/carer must be involved.	Amber	No further mitigations required.	Amber	Covid Admin, coaches/ AGM to review.
Local medical centres/first aid arrangements (See The FA's First-Aid guidance notes and the Medical Emergency Action Plan. The latter is overleaf)	Yes- guidance provided to parents/carers/coaches.	Yes- parent/carer must be involved.	Green	No further mitigations required.	Green	Covid Admin and AGM to discuss and concerns and highlight to DSO.
	•	Yes - parent/carer support required		No further mitigations required.	Green	Post-review of any incident by RJFC Committee.



MEDICAL EMERGENCY ACTION PLAN

THIS MEDICAL EMERGENCY ACTION PLAN IS TAKEN INTO CAREFUL CONSIDERATION

CLUB NAME:	Rastrick Junior FC	ACCESS ROUTES		
CLUB ADDRESS:		1. For Ambulance	2. First Aid Room to Ambulance	3. Pitch to Ambulance
POSTCODE:	HD63LT			

FIRST AIDER/HELPER INFORMATION			OTHER INFORMATION		
Name Each age group has at least one first aider who can be identified by his her Rastrick training kit. If the first aider cannot be identified, please ring one of the contacts on this form (page 13) or ring 999 in an emergency. The DSO's contact number is provided below: Sara Goodall - Designated Safeguarding Officer FIRST AID EQUIPMENT AND FACILITY		Mobile Number	Nearest Hospital address: (with Emergency Department) Note : Include contact no.	 Huddersfield Royal Infirmary Acre Street Lindley Huddersfield HD3 3EA Tel: 01484 342000 Use Sat Nav Code HD3 3EA. From Carr Green Lane, turn left and follow the directions toward the M62 motorway. At the Ainley Top roundabout, follow directions towards Huddersfield (A629) then turn right into Thornhill Road, picking up directions for the Hospital at the to of the road. 	
		07740264843	Directions to hospital:		
Item	Location	Location			
Defibrillator	Carr Green Lane, opposite Rastrick	Tennis Club	Journey Time:	10 minutes	
First-Aid kit	(located on wall) Each coach has a First-Aid Kit		Nearest Walk in Centre (WIA) address:	Refer to nearest hospital	
Stretcher (if required and trained stretcher bearers present)	Not available				
First-Aid Room	Not available				



RISK ASSESSMENTCOMPLETED BY:

Name:Stuart ShoreClub Role:Governance OfficerSignature:Signature:

Stime Three

Date: 25.03.2021

CHECKEDBYCLUBCOMMITTEE MEMBERS:

Name:Sara GoodallClub Role:Designated Safeguarding OfficerSignature:Signature

Date: 26.03.2021

26.03.2021

John Rider

Vice Chair

END NOTE:

Risk assessments are 'living documents' and are updated and reviewed regularly and kept in active use to mitigate any new or changing risks.

Name:

Date:

Club Role:

Signature: