

Saltdean United RISK ASSESSMENT RECORD - CLUBHOUSE

Activity: Clubhouse

Team: Saltdean United FC

Location: Hill Park

Date: August 2021

Assessed by: Joe Mctiffen

Signed: J.Mctiffen

Risk matrix								
Risk rating guidance	Likelihood (L)	5	5	10	15	20	25	Likelihood (L) x Severity (S) = Risk rating (RR).
		4	4	8	12	16	20	
		3	3	6	9	12	15	
		2	2	4	6	8	10	
		1	1	2	3	4	5	
				1	2	3	4	
		Severity (S)						
Acceptability of risk guidance	High risk: 15-25		High-risk activities should cease immediately. Further effective control measures to mitigate risks must be introduced.					
	Medium risk: 8-12		Medium risks should only be tolerated for the short term and only whilst further control measures to mitigate the risks are being planned and introduced.					
	Low risk: 1-6		Low risks are largely acceptable. Where it is reasonable to do so, efforts should be made to reduce risks further.					
Guidance. When completing a risk assessment, you should:	<ol style="list-style-type: none"> 1. Identify the persons at risk and the significant hazards. 2. Calculate an initial RR for the activity. 3. Identify risk control measures that reduce the risks to an acceptable level. 4. Calculate a revised RR - you should consider how much safer the task will be if the control measures are followed. Here, you should consider changing both the likelihood (L) and the severity (S) ratings. 							
Note. Ideally, you should look to reduce the risks so that the task can be classified as "low risk".								

Hazards (see over)	People at risk	Controls to be in Place	Likelihood	Out come	Risk rating (see over)	Actions Necessary
1. Spread of COVID 19 due to clubhouse use	All persons who use the club house	<ul style="list-style-type: none"> - Provide additional hand sanitisers throughout the clubhouse. - Clearly direct people to where they can wash their hands. - Ensure that all handwashing stations are in good working order and provide soap, water and hand sanitiser. • - Provide hygiene standards 	1	2	2	<p>Club to purchase cleaning products for all persons in clubhouse</p> <p>Staff member to be responsible for checking cleaning and replenishing hand sanitiser</p>

		<p>promotional poster and signage throughout the clubhouse.</p> <ul style="list-style-type: none"> - Daily cleaning throughout the clubhouse. - Identify high-contact touch points for more regular cleaning (e.g. door handles, grab rails, tables). - Frequent cleaning of work areas and equipment between use. - Recommend only one person in the toilets at one time (One in male, One in female) - Follow Public Health England guidance if a COVID-19 case is reported at the facility – club to have visible track and trace sign at the entrance. - Signage and distancing markers in place for the bar - No customers to stand at the bar unless purchasing drinks. 3 markers on the floor for the bar to ensure no close contact whilst waiting to be served. - Tables to be positioned 2m apart and the rest removed to stop a high amount of people in the same venue. If nice weather, tables to be positioned outside opposite the club house. - Customers encouraged to wear face coverings if possible. 				
<p>2. Spread of COVID 19 Signage</p> <p>CONTINUED</p>	<p>Staff and all persons who use the clubhouse</p>	<ul style="list-style-type: none"> - One-way arrow markings to help foot traffic flow management. - Single-use doorways to avoid congestion i.e. one-way only entrances / exits. 	1	2	2	<ul style="list-style-type: none"> - Members of staff to check that all persons are following the correct flow.

		<ul style="list-style-type: none">- Recommend single / limited use of toilet facilities to avoid congestion in confined spaces.-Food only be served to customers from the outside kiosk to avoid too many people in the clubhouse-Hand sanitiser available at the kiosk-All Food and Drinks to be served from the kiosk in takeaway containers and cups and bins provided to dispose of them after use-Staff serving any food or drinks in the clubhouse will have access to masks and visors-Regular hand washing or use of sanitiser when serving customers.-Self service of milk/sugar/lids/spoons/sauces to be limited with kitchen staff taking control.-contactless payments to be available for all customers.-Staff & volunteers encouraged to wear face coverings when serving customers if possible.				
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