

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: Michael Hollywood, building on from Step2 RAs completed by J T-E, CR, LJ & ZV on 27-07-20

Date completed: 22nd 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	Discussed at length at virtual committee meeting on 17-08-2020	Low
Ensure details of your club/association's COVID Officer have been shared with all members	Details of Covid officer (Michael Hollywood) and members of each sections Covid groups (ladies, mens & juniors) will be distributed with the return to hockey/registration pack, listed on the club website and post on club social media pages.	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.	All groups to use Teamer to register for matches and training. Register to be collated at the session/match along with covid symptom free declaration. Registers to be forwarded to MH so that he can comply with EH 24 hours submission rule. Lists will be kept for 21 days as per EH then deleted from MH personal home computer.	Low

Ensure all participants have signed an England Hockey Participant Agreement prior to playing hockey

After initial Covid safe documents sent to all members/parents/carers and second email will be sent 48 hours later asking all members to complete the EH participation agreement and club registrations. Must be done at least 24 hours before the session/match they intend to participate in. Junior players – their parents/carers will be asked to forward MH the EH confirmation email they receive to ensure that the EH participation agreement has been completed by an adult. If no participation agreement then player cannot train or play (including social players).

Medium

Ensure all participants are aware of all COVID-19 policies and processes in advance of activity

Covid packs to be sent to all members/parents/carers detailing Covid safe procedures that have been put in place. Tick box that they must complete stating they have read and will comply with these on registration form. Noncompliance will result in being asked to leave session.

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

Site route map dictated by facilities provider and non-negotiable. Additional Club policy of face masks to be worn until on the pitch and immediately after leaving the pitch for all people over the age of 11 are to try and negate some of the risk that is inherent

Medium –low as long as routes and precautions followed

	using a shared facility. Gloves provided for moving goals. Balls either left unused for 72 hours or cleaned in the disinfectant provided. Named first aider for each session to minimise touching of first aid kits. PPE available for the First aider.	
Handwashing facilities (including soap and water) are available. Alternatively (or additionally) provide sufficient hand sanitiser. Regular hand washing should be encouraged.	Club providing hand sanitiser for use at registration, all players to have their own in case needed mid-session/match, facilities provider in charge of toilets.	Low
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	All disposable tissues/paper towels/anti-bacterial wipes to be double bagged and then the bags sealed after each completed session before transferring into site bin. Refuse bags to be available in the kit container.	Low
Display of education pieces, such as a symptoms chart and handwashing guidance, to raise awareness and promote safe practices	Responsibility of facilities provider around site. Infographic to members/parents/carers highlights best practices.	Low
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.	Part of clubs continued safeguarding commitments. Coaching teams identified and appropriate management on night agreed. Junior section to also include appropriate nominated adults who would be allowed on pitch in a supervisory role.	Low

Consider how to manage non-compliance with actions taken to manage the risks of Covid-19	First offence – verbal warning from coach/captain or in case of juniors speak with parents. Repeat offenders – asked to not attend.	Low
Provisions in place to manage arrival/departure of individuals to/from your facilities	Details communicated to all in Covid packs including site route and details of the registration process.	Low
If you are opening clubhouse facilities, ensure compliance with government guidance	Not open at this time	Low
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.	Approved disinfectant in club pitch side container along with plastic tubs to facilitate ball cleaning. Gloves available for moving goals. Spray disinfectant and paper towel and antibacterial hand wipes also available and stored here. Players responsible for cleaning own kit after each session.	Low
Minimise the sharing of kit / equipment (including facemasks, goal keeping equipment etc.)	All GKs have own kit (and are responsible for cleaning). Players encouraged to have own PPE including facemasks. Team sets of facemasks to be disinfected and named prior to a game. Strict no sharing policy in place. Any stick loans to children = stick to be quarantined for 72 hours prior to being put back in bag.	Medium-High

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

Action As above

No close physical contact (including hand shaking, huddles, sharing of water bottles etc.) in line with government guidance. This extends to pre, during and post-match meetings, briefings, de-briefs, half time talks, celebrations and any breaks in play.

All participants to have own named water bottles. All members aware of no hand shaking, goal celebrations, spitting or chewing gum in Covid pack. Match day briefings to occur outdoor, under cover and with social distancing wherever possible.

Medium

Ensure appropriate First Aid provisions are accessible (see <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>)

First aid bag to be kept centrally. Nobody to access other than designated first aiders. To deal with the emergency, taking all reasonable precautions and following SJA advice and then hand over to PPE nominated first aider. All first aid incidents to be entered in the inline Covid diary stored on the club gmail account.

High - Medium (as long as appropriate PPE worn)

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.)

All players and their parents/carers to wear facemasks until on the pitch to limit risks of the facilities providers route maps. All participants to sanitise hands on entry to session and have their own, individual hand sanitiser pitch side. PPE provided for goal moving and first aiders.

Low

Ensure social distancing is maintained for

No spectators at this point inside the caged

Medium-low as long as guidelines

substitutes, team staff, officials, spectators and during breaks in play.

area. Covid pack includes advice that supporters, parents, and other spectators are to remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six person gathering limits and spread out, in line with wider government guidance.

followed

Follow guidance from officials regarding free hits, penalty strokes, penalty corners, restarts etc.

Respect officials at all times. EH guidance to umpires issued to all.

Low

Identify any further risks specific to your environment:

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>