



COVID-19 ACTION PLAN

1. INTRODUCTION

a. Overview

At all times the club will endeavour to ensure that activity is delivered in a safe way in line with the following overarching guidance, legislation and advice.

Government Advice - <https://www.gov.uk/coronavirus>

FA Guidance – <http://www.thefa.com/about-football-association/covid-19>

NHS Track & Trace - <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/>

b. Scope

This policy shall apply to all activity including:

Training sessions – Both Adults & Juniors

Pre-Season Matches –behind closed doors

Matches with Spectators*Clubhouse activity

Clubhouse

c. Risk Assessment

The associated Risk Assessment for activity is attached as Appendix 1. This will be updated prior to when specific activity as identified in Scope is to be undertake.

d. Management

The club's Covid-19 Officer is appointed by the club's Board of Directors is Steve Tubb, Chairman of Daventry Town Football Club – steve.tubb@dtfc.co.uk

The club's Covid-19 Group comprises of the following

Steve Tubb – Chairman

Brian Porter – Club Secretary

Mark Wall – Vice Chairman

Derren Midson – Committee

Paul Creaney – Committee

Rich Nunney – Committee

Robin Humphries – Committee

The group will be responsible for

-development and production of this policy

-development and production of the associated Risk Assessment



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- reviewing, revising and updating policy and risk assessment
- monitoring compliance with the policy and risk assessment
- management of issues arising from this policy

e. The policy and risk assessment are located on the club's website www.dafc.co.uk. Any queries in respect of this should be directed to steve.tubb@dafc.co.uk

2. APPLICATION

a. Activity Leader

Each activity will have a designated "leader". The leader will be responsible for ensuring that

- appropriate communication with participants is made
- a register of attendees is kept for Track & Trace purposes
- the activity is run inline this policy
- a pre-activity briefing for participants is undertaken
- reporting any issues requiring attention or for review to the Covid-19 group

b. Pre-arrival

Before any activity participants (and for this policy participants means those taking part in activity or the parents/guardian or carer of a participants under the age of 18) will be asked

i. to self-assess for COVID-19 symptoms. If they are symptomatic or living in a household with possible or actual COVID-19 infection they must not participate or attend. These are:

- high temperature (above 37.8°C)
- new, continuous cough
- loss of, or change to, their sense of smell or taste.

Also, if they have any medical conditions they should advise of this at this time.

ii. to follow best practice for travel, including

-minimising use of public transport. Participants should walk or cycle if possible. People from a household or support bubble can travel together in a vehicle.

If participants do have to travel with people outside their household or support bubble they should try to –

Share the transport with the same people each time

- Keep to small groups of people at any one time
- Open windows for ventilation



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- Face away from each other
- Clean the car between journeys using standard cleaning products
 - including door handles and other areas that people may touch
- Ask the driver and all passengers to wear a face covering

c. to arrive changed (unless match kit is to be worn)
to note that changing rooms will not be open unless otherwise specified or in an emergency to follow any directions and signage regarding entry to and exit from and access around the ground to bring own hand sanitiser and water bottle(full and named)

i. On-Arrival

i. Participants should
access the ground as directed
register for the session as directed
Practise 2m distancing
avoid causing congestion in any areas
follow any instructions from activity leader or other club official

ii. The Activity Leader will deliver standard Briefing to the group to include follow guidance to confirm that they do not have symptoms
to practice good personal hygiene
which toilets are in use.

iii. If football related activity

no spitting, shouting
any chewing gum to be disposed of by individual
ball retrieval to be undertaken minimising handling

iv. practice social distancing where possible.

3, ACTIVITY

a. General

-Anyone who develops symptoms during activity must immediately stop their participation and leave or be collected from the venue

-Participants must practice social distancing when not participating

-Injuries will be treated in line with FA guidance with the first aider using appropriate PPE (including face coverings) to protect themselves and others if they need to compromise social-distancing guidelines to provide medical assistance. Hand sanitisation must be undertaken



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after any treatment.

-Participants should refrain from spitting and sneezing without using a means of catching dispersal, shouting when in close proximity to others, particularly face to face and minimise touching the ball with their hands, e.g. when retrieving the ball.

-Any spectators for coaching sessions must practice social distancing and be in groups of no more than 6 people. -We recommend the use of a face mask for such people.

b. Coaching Sessions

i. These will be run in line with FA Guidance

-The maximum size of the group for coaching will be 30

-Equipment should not be shared unless necessary and will be cleaned between use

ii Changing Rooms

-changing rooms are out of bounds except in an emergency

iii Kit-Individual will be responsible for taking home any kit to wash themselves

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c. Practice matches

i. These will be run in line with FA Guidance

Teams should not enter or exit the pitch simultaneously. Pre-match handshake should not happen. Instead players will be asked to hand-sanitise before kick-off;

-Team talk huddles should not take place. Team talks can take place, as long as social distancing is observed and held outdoors where possible.

-Warm-ups/cool-downs should always observe social distancing.

-Coaches, other team staff and substitutes are allowed, but must also always observe social distancing on touchlines/dugouts. Additional chairs will be added to the dug-out area. Social distancing must also be observed during interactions when a substitution is being made;

-Set plays –free kicks: referees and coaches should encourage players to get on with the game and not unnecessarily prolong set play set-up, such as defensive walls.

-Set plays –corners should also be taken promptly to limit prolonged close marking and goal posts should be wiped down before matches, after matches and at half time.



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-Goal celebrations should be avoided

-Interactions with referees and match assistants should only happen with players observing social distancing;

-All participants must remain socially distanced during breaks in play. Coaching staff and substitutes, should, for example, spread out and avoid sharing a dugout or bench if social distancing cannot be observed

-Players and team personnel should avoid, if possible, shouting or raising their voices when facing each other during, before and after games-Match balls to be disinfected post-match

-referees and match assistants will be paid by bank transfer

ii Changing Rooms

-changing rooms are available for changing into and out of match kit before and after the game but in small groups only (no more than 6 at any one time) and players should not congregate in here.

iii Kit

-Match kit –shirts, shorts, socks, bibs–should be carefully deposited into the kit containers in the changing rooms after the game without touching other kit. This will be washed centrally following good hygiene practice.

-Players to wash all other kit

4. FACILITIES& PROTOCOLS

a. Entry & Exit –designated entry and exit points will be put into place to minimise people crossing each other. These will vary from activity to activity depending on the level of participation. A one-way system will be put in place if required. Appropriate signage will be put in place to highlight access routes.

b. Toilets -will be available for each activity. The actual toilets to be used will be designated by the leader. These will be cleaned before, during and after each session. The club will ensure that suitable cleaning products are available in any toilets to be used. Toilets should be used on a one out –one in basis. Hand sanitiser, soap and paper towels will be available. Waste bins will have bags to ease disposal of paper towels.

c. Registration Point–for all activity there will be a registration point where the leader or designated official will take a record of who is in attendance. Any data will be kept, in line with the club's GDPR policy, for 21 days to support NHS Track & Trace. In addition, an infrared thermometer will be available here to check the temperature of participants if this is a requirement of the activity or if there are any concerns about a participant showing symptoms.

d. Sanitising station–although participants are advised to bring their own hand sanitizer a sanitising station will be provided with hand sanitiser available as well as disinfectant wipes.



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e. Changing Rooms—will not usually be open unless required for an emergency or for a match when separate protocols will be put in place. Other areas of the club may be used

f. Signage –Signage will be used to support this policy. This will include a reminder of the need to social distance.

g. Equipment—playing equipment and pitch equipment/furniture will be cleaned using disinfectant before and after sessions in line with Public Health England guidance on the length of time the virus survives on different surfaces.

h. Payments –wherever payment is required the club will provide the option for contactless payment or bank transfer. Where any cash is handled the recipient will sanitise their hands after this.

i. Young People –For players under the age of 18 written or emailed consent from parents/carers for participation in activity will be sought and kept in line with the club's GDPR policy. Activity will be undertaken in line with FA Guidance, Appendix 2.

5. SUMMARY

Club responsibility

- deliver, review and revise this policy and risk assessment
- ensure each session has a designated leader
- ensure each session supports NHS Track & Trace leader
- ensure signage, equipment, cleaning consumables are available
- consider feedback from leaders, participants, parents/carers
- review policy

Activity Leader responsibility

- have understanding of this policy
- remind participants to self-assess for symptoms, guidance for travel, arrived changed and what to bring with them
- ensure the ground is appropriately set up with signage to support the policy
- ensure that toilets facilities are available and clean
- clean equipment prior to use
- register participants
- deliver pre-activity briefing and sessions in line with policy
- review activity against policy
- clean equipment post activity
- record any issues and advise club Covid-19 officer



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Parent/carer responsibility

Familiarise themselves with the policy

Assess self and child for symptoms prior to participation and not attend if symptomatic

Register for activity where required and ensure awareness of requirements

Ensure leader knows of any medical or other issues for child.

Follow good practice for travel to activity

Ensure child has relevant equipment to session including own water-bottle (full and named) and hand sanitizer

Ensure child is aware of FA Guidance for players.

Enter and exit ground as per instructions/signage

Practise good personal hygiene at ground

Practise social distancing at ground

Report any issues or observations to Club Covid-19 officer

Player/participant responsibility

Familiarise themselves with the policy

Self-assess for symptoms prior to participation and not attend if symptomatic

Follow good practice for travel to activity

Bring relevant equipment to session including own water-bottle (full and named) and hand sanitiser

Enter and exit ground as per instructions/signage

Practise good personal hygiene

Practise social distancing when not participating in activity

Follow FA guidance for players in line with Appendix 1

Report any issues or observations to Activity leader.

6. DISCLAIMER

This guidance is for general information only and does not constitute legal advice, nor it is a replacement for such, nor does it replace any Government or PHE advice; nor does it provide any specific commentary or advice on health-related issues. While efforts have been taken to ensure the accuracy of this information at the time of publication, the reader is reminded to check the Government website to obtain the most up-to date information regarding social distancing and any other Government measures