



## SoccerstarsUK 2021 Holiday Courses COVID-19 Risk Assessment

### MATRIX

Legend	
I	Impact
P	Probability

Impact or Consequence	
Description	Indicators
<b>5</b> (Major)	The risk has a <b>major</b> impact if realised
<b>4</b> (Significant)	The risk has a <b>significant</b> impact if realised
<b>3</b> (Moderate)	The risk has a <b>moderate</b> impact if realised
<b>2</b> (Minor)	The risk has a <b>minor</b> impact if realised
<b>1</b> (No consequence)	The risk has <b>no consequence</b> if realised

Probability or Likelihood	
Description	Indicators
<b>5</b> (very Likely)	The risk <b>will</b> emerge
<b>4</b> (Likely)	The risk <b>should</b> emerge
<b>3</b> (Unlikely)	The risk <b>could</b> emerge
<b>2</b> (Very Unlikely)	The risk is <b>unlikely</b> to emerge
<b>1</b> (Impossible)	The risk <b>will not</b> emerge

Score	Risk Description	Action Required
25	Extreme Risk	Immediate escalation to General Manager for risk control activities
20-13	High Risk	Risk to be actively managed with appropriate risk control activities
12 – 6	Medium Risk	Take appropriate action to manage the risk
5 and below	Low Risk	Monitor activity to assess changes in risk rating

**NOTE:** This Risk Assessment was last updated on 20/01/2021 following the latest government guidelines.

## POTENTIAL CONSIDERATIONS FOR RISK ASSESSMENT

	Risk Description	I	P	Risk Rating	Risk Control(s)	Additional Controls Required (if any)
1	Contaminants being brought into Holiday Course	5	3	15	<ul style="list-style-type: none"> <li>• Clear communications with parents prior to course starting about expectations.</li> <li>• Parents should follow Return to Play Guidelines and if their child has a temperature of 37.8 degrees and above, a new persistent cough and/or a lack of taste or smell within the last 14 days then they should not attend the course.</li> <li>• Registration to be staggered throughout the morning.</li> <li>• Registration will be carried out in a separate zone and children will be placed straight into groups (bubbles)</li> <li>• Registration and dismissal will be contactless. The Head Coach will sign all children in &amp; out electronically.</li> <li>• All Staff and children to wash hands on arrival; after sneezing; after each activity; before and after eating food and just before leaving the course at the end of the day. Staff and children will either use hand washing facilities or hand sanitiser provided by SoccerstarsUK.</li> <li>• Children to keep their belongings with them throughout the day.</li> <li>• No phone, tablets or electronic devices allowed at the Holiday Course.</li> <li>• Children to bring to each course their own large water bottle each day.</li> <li>• Hand sanitiser available at the registration desk and signage to families to wash hands on arrival.</li> <li>• Any children who have coronavirus symptoms, or who have someone in their household who does, will not be allowed on site.</li> </ul>	<p>Children to wear clean clothes to the Holiday Course each day.</p> <p>Children to be dismissed straight from their bubbles at the end of the day</p> <p>Staff will wear clean clothes every day</p> <p>Staff will use available PPE when necessary</p> <p>All equipment to be wiped down daily</p> <p>Water fountains not in use</p>
2	Infection may spread through resources and equipment used at the Holiday Course	5	3	15	<ul style="list-style-type: none"> <li>• We will follow the <b>Covid-19: Cleaning of non-healthcare settings</b> guidance.</li> <li>• We will clean surfaces that the children touch more regularly than normal using disinfectant and disposable cloths.</li> <li>• No equipment that is deemed difficult to clean to be used</li> <li>• Used tissues to be placed immediately in bins which will be double bagged and emptied regularly throughout the day</li> <li>• Contact points, such as door handles, will be cleaned throughout the day</li> <li>• Coaches to encourage all children to use hand sanitiser after each activity</li> <li>• Parents advised to provide their child with their own hand sanitiser</li> <li>• Coaches to clean all equipment used at the end of an activity</li> <li>• Children encouraged to use their feet to collect &amp; move balls when out of the coaching area/off the pitch throughout the session</li> <li>• No bibs are to be worn during any morning sessions. Bibs allowed during tournaments in the afternoon, however no bibs can be shared or swapped between children and</li> </ul>	<p>Staff to reinforce the "catch it, bin it, kill it" message</p> <p>Children will be encouraged not to touch their mouth, eyes, and nose. If they do then they will be asked to wash hands</p> <p>Coaches to always carry a rucksack which will contain all necessary cleaning equipment, antibacterial spray and clothes, antibacterial wipes, black bin bags as a temporary group rubbish bag if the group are not near a bin, hand sanitiser for the group, disposable gloves, and mask in case they need to come into close contact with a child</p>

					all bibs must be washed before the start of the next day	
3	Infection may spread due to the numbers at the Holiday Course	5	3	15	<ul style="list-style-type: none"> <li>• Clear communications with parents prior to the course about expectations</li> <li>• Signage around the course</li> <li>• Staff should arrive at camp no longer than an hour before children start to arrive and should remain in outside areas where possible</li> <li>• Only one parent/guardian should accompany each family of children.</li> <li>• We politely ask parents to wear a mask when at the registration desk.</li> <li>• On arrival of the premises, parents will be expected to adhere to social distancing</li> <li>• Only one parent/guardian allowed at the booking in/out desk at any time. We will make clear on entrance to the site.</li> <li>• Parents should not under any circumstances remain on site to communicate with other families.</li> <li>• Parents encouraged to social distance in queue for registration/dismissal</li> <li>• Designated bases for bubbles (groups) to be set outside and children to go straight to their group on arrival</li> <li>• Children to be split into groups of 15 maximum, with an ideal number of 12 per group. Groups are predetermined before the start of the day so that Head Coaches have group listings for registration and children can go straight to their group</li> <li>• Numbers will be limited to 4 bubbles of up to 15 children per day. (Total not to exceed 60 children)</li> <li>• Social distancing will be practiced as much as possible among the children in attendance each day.</li> <li>• Groups will not mix</li> <li>• Groups will return to their base at the end of the day in readiness for dismissal and one coach from each group will support Head Coach with dismissal from group</li> <li>• Staff to regularly remind children of the need for social distancing and what it means for them (this will form part of the morning meeting)</li> <li>• Activities will be carried out following social distancing guidelines</li> <li>• Children to take home their own rubbish in their own bags</li> <li>• Staff will go home no longer than an hour after all the children have left</li> </ul>	<p>Indoor areas to be kept well-ventilated, windows and doors (not fire doors) will be kept open where possible</p> <p>Children will only be allowed to go to the toilet one at a time</p> <p>Additional cleaning regime to be carried out by the venue provider and/or Head Coach</p>
4	Maintaining social distancing at break and lunch	5	3	15	<ul style="list-style-type: none"> <li>• Each group will eat separately at separate times</li> <li>• Separate areas to be identified for each group to eat their food</li> <li>• Groups to be supervised during all break times by their bubble (group) leader</li> <li>• Children must bring a packed lunch and siblings have separate lunch boxes and must not share</li> <li>• Staff to only eat with their group bubble</li> </ul>	Staff to bring their own lunches
5	Too many staff at the Holiday Course	4	3	12	<ul style="list-style-type: none"> <li>• Only minimum number of staff needed in camp to maintain safe ratios</li> <li>• Only additional staff to attend will be from Safeguard Lead &amp; Executive Management Team</li> </ul>	
6	Fire Alarm	4	3	12	<ul style="list-style-type: none"> <li>• Normal registration procedures to be followed</li> <li>• Designated areas to be used for fire evacuation</li> <li>• To maintain social distance at designated meeting point</li> </ul>	

7	Dealing with First Aid	4	3	12	<ul style="list-style-type: none"> <li>PPE to be available for First Aiders</li> <li>Designated first aid areas</li> <li>Staff to notify Safeguard Lead &amp; Executive Management Team if a child feels unwell</li> <li>First Aiders will take any daily medication to the child in their group</li> </ul>	<p>Children who are not well with any form of illness should be attending the Holiday Course</p> <p>Adults who are unwell in any way should not be included in the work rotas</p>
8	Staff or children display COVID Symptoms at the Holiday Course	5	4	20	<ul style="list-style-type: none"> <li>A separate room will be available for anyone who <b>starts showing symptoms</b> whilst at the Holiday Course in order to isolate safely and instantly from others. A member of staff will be present with them at all times and parent/guardian will be called immediately to collect. Parents should then follow the <b>COVID-19: guidance for households with possible coronavirus infection government guidance</b></li> <li>PPE will be available for staff in circumstances where a child <b>starts showing symptoms</b> whilst at the Holiday Course and intimate care is required</li> <li>Parent to be called to collect from Holiday Course and self-isolation guidelines explained</li> <li>Unwell staff member to go home and follow Government Guidelines</li> <li>Any child or staff member who shows symptoms should be tested as soon as possible and remain at home until test results are received</li> </ul>	<p>Parents of children at the course to be advised of a possible case</p> <p>Coaches to be doing Dynamic Screening of the children throughout the day with temperature to be taken if illness is highlighted</p> <p>If case is confirmed, report to Public Health England and follow their advice</p> <p>If groups are indoors when child presents symptoms, group to move to another room or outdoors</p>
9	COSHH				<ul style="list-style-type: none"> <li>Parents to notify SoccerstarsUK at the time of booking of any allergies or medical conditions</li> </ul>	<p>Staff to carry COSHH datasheets for hand sanitiser and cleaning products</p> <p>Cleaning products to be stored in coach bag with padlock and out of reach of children</p> <p>Coaches to be familiar and have easily accessible product datasheet for any products used during the course</p> <p>Coaches to refer to datasheet if any child or parent reacts to any products used</p>
10	Reputation	5	3	15	<ul style="list-style-type: none"> <li>Ensure active high-quality communication with parents</li> <li>Evidence measures being taken including cleaning and social distancing</li> <li>Covid-19 Officer appointed to implement the Risk Assessment &amp; Return to Play Policy</li> </ul>	<p>Indoor areas to be deep cleaned</p> <p>Ongoing review of social distancing measures and inclusion of recommendations from outside agencies</p>
11	Track and Trace	5	3	15	<ul style="list-style-type: none"> <li>The UK Government has asked for business to support a track and trace initiative by collecting contact details from any of our courses. Any confirmed cases of Covid-19 at any of our courses, contact details supplied at the time of the booking will be passed on to NHS track and trace and the venue. For more information on how this data will be stored, you can view our GDPR policy.</li> <li>Parents will be asked upon arrival at the venue to download the NHS COVID-19 app and check in at the venue as per government guidelines. Entry will only be allowed once this has been completed.</li> </ul>	
12	National Lockdown	5	3	15	<ul style="list-style-type: none"> <li>During the national lockdown, as a Holiday Club setting, we can only offer provision to <ul style="list-style-type: none"> <li><b>children of critical workers</b>, where it is reasonably necessary to enable their</li> </ul> </li> </ul>	<p>For any bookings made for Holiday Courses during National Lockdown thorough checks will be carried out to ensure only children of critical workers and</p>

					parents or carers to go to work, search for work, attend education or training, or attend a medical appointment. - <b><u>vulnerable children and young people</u></b>	children who are deemed vulnerable, as per Government Guidelines attend our Holiday courses.
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