

# ***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:

Date completed:

Action to be considered	Action taken (to be completed by hockey organiser in association with the facility provider)	Importance / Urgency of Action
<b>General guidance</b>		
Ensure you have read and understood England Hockey's Step 4 guidance	Documents have been issued to board members. Full document is to be included on the club website. <b>Action: Andrew Howard</b>	Medium
Ensure details of your club/association's COVID Officer have been shared with all members	Matt Tite appointed COVID Officer. His details are to be published in a prominent place on the website. <b>Action: Andrew Howard</b>	High
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.	Coaches/session organisers/captains are to ensure that attendance at sessions is accurately recorded on Teamo and no other people take part in sessions. <b>Action: All coaches/session organisers/captains</b>	High
Ensure all participants have signed an England Hockey Participant Agreement prior to playing hockey	Comms to the club are to specify the requirement for all to have signed up and include a link. <b>Action: Andrew Howard.</b>	High
	Coaches/session organisers/captains to be given access to those who have signed up either on Teamo or in hard copy. <b>Action: Matt Tite</b>	

Ensure all participants are aware of all COVID-19 policies and processes in advance of activity	Copy of the EH guidance for players to be included in the comms to the club and a PDF copy posted on the website. <b>Action: Andrew Howard</b>	High
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	Details of the guidance to be provided to coaches/session organisers/captains in a club briefing. <b>Action: Matt Tite</b>	High
	Pre-session briefings to be carried out by all coaches/session organisers/captains at the start of each session to make sure that players are aware of the specifics. <b>Action: Matt Tite</b>	
Handwashing facilities (including soap and water) are available. Alternatively (or additionally) provide sufficient hand sanitiser. Regular hand washing should be encouraged.	All players are to be encouraged to bring their own hand sanitiser to sessions, and informed of this in comms. <b>Action: Andrew Howard</b>	Medium
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	Other than coaches/session organisers/captains bringing wipes (see below), these are not provided in order to minimise risks associated with disposal, and to avoid any alternatives to handwashing using handwash	Low

Display of education pieces, such as a symptoms chart and handwashing guidance, to raise awareness and promote safe practices	Few locations are available at pitchside to do this, but this is to be explored with WHSA. Where appropriate this information should be included on the website. <b>Action: Andrew Howard (website), Phil Coghlan (WHSA)</b>	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.	Teamo booking system as currently used will ensure that the right number of people are able to book into a session	Medium
Consider how to manage non-compliance with actions taken to manage the risks of Covid-19	Policy that coaches/session organisers/captains who do not comply with COVID requirements will not be permitted to run future session to be communicated to all coaches/session organisers/captains. <b>Action: Matt Tite</b>	Medium
	Board members in attendance at session to report back to the board on level of compliance seen. <b>Action: All board members</b>	
Provisions in place to manage arrival/departure of individuals to/from your facilities	Scheduling of session to ensure that start and finish times are staggered by 10 mins <b>Action: Matt Tite</b>	Medium
	Coaches/session organisers/captains to ensure that all sessions finish on time and players are encouraged to leave straight away. <b>Action: All coaches/session organisers/captains</b>	

If you are opening clubhouse facilities, ensure compliance with government guidance	Clubhouse managed by WHSA who are taking necessary precautions. Club house unlikely to be used for vast majority of sessions at this stage, hence considered a low priority action. Liaison with WHS to take place to make sure precautions in place before Club Day (8 <sup>th</sup> September). <b>Action: Phil Coghlan</b>	Low
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### 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.	Coaches/session organisers/captains to carry antibacterial wipes and ensure they carry these activities out before each session. <b>Action: All Coaches/session organisers/captains</b>	Medium
Minimise the sharing of kit / equipment (including facemasks, goal keeping equipment etc.)	Goalkeeper kits have been issued to individuals. No shared masks are currently in use	Low
If providing face masks for defensive penalty corners, ensure masks are cleaned thoroughly before and after use and labelled to avoid sharing during games	No shared masks in use at this time	Low
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.	To be covered at the pre-session briefing and in comms to all club members <b>Action: Andrew Howard / Matt Tite</b>	High

Ensure appropriate First Aid provisions are accessible <a href="https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/">https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/</a>	Pre-season update of first aid kits to include any PPE required to enable first aid to be carried out safely. <b>Action: Eryl Chant</b>	High
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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.)	Covered in above	
Ensure social distancing is maintained for substitutes, team staff, officials, spectators and during breaks in play.	Requirements regarding spectators are to be communicated to the club members in the initial communications. Risk is considered medium due to the limited number of spectators etc at the vast majority of sessions. <b>Action: Andrew Howard</b>	Medium
Follow guidance from officials regarding free hits, penalty strokes, penalty corners, restarts etc.	To be included in the pre-match briefings for all coaches/session organisers/captains. <b>Action: Matthew Tite</b>	Medium

**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>