**ECB COVID-19 HEALTH & SAFETY RISK ASSESSMENT TEMPLATE FOR CRICKET INDOORS IN ENGLAND**

INDOOR CRICKET – SEPTEMBER 2020


# **ACTION CHECKLIST**

As a Venue Operator, Coaching Organiser and Club, you should complete your own COVID-19 Risk Assessment and if possible, you should consider publishing the results on your website (the Government expects all employers with over 50 workers to do so).

We have provided an example risk assessment below, which is for illustrative purposes only, and includes some examples of things to consider. Consider how this will apply to each aspect of your operation and identify the controls you require to meet Government guidance and applicable legislation, including those regarding health and safety, social distancing and hygiene etc. Remember that you must review your other Health and Safety and Safeguarding, risk assessments for other hazards such as fire, first aid etc.

This document should be reviewed regularly and updated as required. Remember to communicate any update to this risk assessment.

|  |  |
| --- | --- |
| What are the hazards?  | Transmission of COVID-19  |
| Who might be harmed?  | Facility users, staff, volunteers, visitors and the wider community  |
| No  | Controls required  | Action Taken by the Club  |
| **The Venue**  |
|  | **Ventilation:** Assess ventilation in your building (natural and mechanical) and take appropriate measures to maximise ventilation and minimise risk of transmission.  | The University of Exeter have assessed the ventilation for the Cricket Office and the Indoor Centre. Windows are left open in the office and fresh air is circulated 24 hours a day into the Indoor Cricket Centre. |
|  | Assess the impact of natural ventilation on thermal comfort, moisture control, safeguarding, risk of slips, trips and falls, and noise pollution. | No risks assessed. Heating now on to ensure comfortable working temperature. |
|  | Assess the maximum occupancy in your building for ventilation purposes, put restrictions in place. See Government guidance [here](https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities) | This has been undertaken by the University of Exeter. 200 is the maximum occupancy for the Indoor Centre and 13 for the office.  |
|  | **Social Distancing:** Assess the maximum occupancy of your facilities at 2m social distancing and establish a suitable circulation system / one-way system. Use signage and floor markings to communicate this. The assessment should be in the context of operation (nets/open plan/indoor competition/classroom) and adjusted accordingly. You should use signage to communicate limits and facilitate social distancing. See Government guidance [here](https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities).Note that outside the organised sport activity the ‘Rule of Six’ should be maintained – for further information see the ECB Guidance for Cricket Indoors in England available in the ECB Resource hub [here](https://resourcehub.ecb.co.uk/web/7d3d3a03e1256d96/covid-19-recreational-cricket-support/) and the latest UK Government Guidance on social distancing available [here](https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing-after-4-july). | ECB Indoor guidance provided. Maximum occupancy for the centre =Max 24 players and 4 coaches and maximum 9 people can use the office. Nets will be used in line with ECB recommendations. All limits to occupancy are clearly displayed.  |
|  | **Circulation in the building**: Consider how social distancing can be controlled when circulating through the building. Identify socially distanced circulation routes, where one-way systems are required and where queuing lanes will need to be controlled. Ensure that your circulation system does not impede either emergency exit/access routes for disabled people, including those using wheelchairs and mobility aids. | Again, this has been undertaken by the University of Exeter. One-way systems are in place, signage, NHS Trace & Trace QR codes and floor markings are all present and in line with this risk assessment. All limits to occupancy are clearly displayed. |
|  | **Cleaning:** If your facility has been in lockdown for some time undertaking a deep clean will provide a base level of hygiene. Formulate a cleaning plan to include:* What should be cleaned and when
* Who is responsible for cleaning each area
* Any special cleaning requirements i.e. deep clean
* a schedule of frequent touch spots and how frequently they should be cleaned
* The provision of visible records of cleaning e.g. a toilet cleaning schedule
* What can be removed from an area to facilitate cleaning
 | The University of Exeter is responsible for this and have listed it in their own risk assessment which we have a copy of. All stumps, bowling machines and shared equipment will be cleaned between groups. Groups will have allocated kit which will be stored separately for 7 days between sessions. |
|  | **Provision of cleaning materials.** As well as providing your staff with suitable equipment for an enhanced cleaning plan have you provided:* Hand washing facilities with warm water, soap, disposable towels and bin.
* Suitable hand sanitiser in locations around the facility to maintain frequent hand sanitisation.
* Suitable wipes and hand sanitiser for Hygiene Breaks, if required.
 | The University of Exeter is responsible for this and have listed it in their own risk assessment which we have a copy of. The University of Exeter have given us access to cleaning materials for when we need them. |
|  | **Legionella:** If the water system has not been flushed on a weekly basis and a cleaning regime been in place, then treatment may be required. See Government guidance [here](https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm)  | The University of Exeter is responsible for this and have listed it in their own risk assessment which we have a copy of. |
|  | **Toilets:** Assess the safe number of occupants for each toilet facility and communicate this on the doors of the toilets. Develop a safe operating system for toilets. Assess the ventilation in toilets to ensure that airflow is out of the toilet area and building and not back into the toilet area. Make sure handwashing facilities are available and avoid use of mechanical driers. There should be a regular and frequent cleaning regime in place for toilets. | The University of Exeter is responsible for this and have listed it in their own risk assessment which we have a copy of. All limits to occupancy are clearly displayed. |
|  | **Hand cleaning:** Make sure suitable hand sanitiser gel (at least 60% alcohol content) stations are located where required and are kept supplied and well stocked. Ensure that where hand washing is available, soap is kept supplied and well stocked. | The University of Exeter is responsible for this. Sanitation stations are positioned around the Indoor Cricket Centre and clearly visible. We have additional hand sanitiser if and when required, as well as disinfectant and anti-microbial wipes. |
|  | **First Aid:** Make suitable provisions for first aid in a COVID-19 environment.Include: * CPR instructions.
* COVID-19 Symptomatic Persons isolation procedure see ECB Guidance for Cricket Indoors, available on the ECB Resource Hub [here](https://resourcehub.ecb.co.uk/web/7d3d3a03e1256d96/covid-19-recreational-cricket-support/).
* First Aid PPE.
* Where Automated External Defibrillators (AEDs) are available they are serviced and functioning.
* That first aid and AED provision is agreed with the coaching organisers and that where provided all first aid equipment, first aiders and AEDs are available in all sessions.

See St John Ambulance guidance for first aid in a COVID-19 environment is available [here](https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/) | We have fully stocked and in-date first aid kit. All coaches are first aid trained as well as managers. We have provided visors, masks and gloves for all first aiders.The University of Exeter is responsible for the AED which is available at the sports part reception on request.All first aid equipment and AED is available for each and every session. |
|  | **COVID-19 Cases / Symptomatic Persons On-site:** Create a plan for the scenario of someone presenting with COVID-19 symptoms at any point in your facility. This should include a dedicated isolation room, a cleaning protocol for that room, a case-assessment and action protocol and the provision of suitable PPE. | We have a dedicated room that someone can be isolated in if they present with any symptoms. We have non-contact thermometer which we will use if required. The University of Exeter would take responsibility of cleaning the room. We have PPE available for such an event. |
|  | **Treatment Rooms:** Physiotherapy and other treatment rooms should be risk assessed for ventilation and social distancing. All treatment rooms should be cleaned to the appropriate standard in between individual treatment sessions. Where it is necessary to relocate treatment rooms assess whether the new location can also meet privacy, cleaning and accessibility requirements. | Not applicable, we do not have any. |
|  | **Registration areas:** Coordinate with Coaching Organisers to ensure that participant and staff contact details are registered and kept for 21 days as per the requirements of NHS Test and Trace. | All attendance records are kept centrally. All those participants over 16 years of age will be encouraged to use the Track & Trace QR codes placed around the Indoor Centre. |
|  | **Access & Disabled Persons:** Ensure that your COVID-19 control measures do not adversely affect the accessibility of your facility and consider those who may require reasonable adjustments. You will need to achieve COVID-19 control measures that are compliant with COVID-19 guidance and the Equality Act 2010. | Our COVID-19 control measures do not adversely affect the accessibility of your facility. |
|  | **Communication:** Having completed this risk assessment and developed your control measures and operating procedures you will need to develop a communication plan to communicate these to:* Your staff, volunteers and contractors
* Coaching organisers
* Participants and visitors
* Via your website (if you have more than 50 employees)

Consider whether you need to communicate with your local public health body where local lockdown / restriction arrangements are in place. | This risk assessment is shared with all players, parents, coaches and staff. It is also shared with The University of Exeter. |
| **Coaching Providers and Clubs** |
|  | **Hiring a venue:** Have you reviewed the venue COVID-19 and general Health and Safety risk assessments and discussed requirements with the Venue Provider?Are all controls suitable and sufficient? To include:* Suitable ventilation arrangements (both mechanical and natural)
* Social distancing requirements.
* Participant registration requirements and queuing/handover arrangements.
* Data sharing requirements.
* Sufficient first aid and AED provision – if not can you provide?
* Cleaning regime and what will the venue clean and what will you need to clean?
* Have all pre-opening checks and cleaning take place (e.g. legionella, servicing etc)?
* Are their insurances in place?
* What are their safeguarding procedures and how will these interface with yours?
* Disabled persons access.
 | We have worked closely with The University of Exeter on this and their Risk Assessment. We are happy that there is suitable ventilation, that social distancing measure comply with ECB and Government guidance, we have Track & Track and data collection and sharing responsibility, First Aid and AED are available and are provided, cleaning is clearly managed, insurances are in place and disabled persons access is not compromised. |
|  | **Training:** Have you provided COVID-19 information, instructions and training for your staff/volunteers?Have you recorded this training? | Yes, all staff / volunteers have been sent this Risk Assessment and been given training relating to Covid-19 operational requirements. |
|  | **Session length:** Have you left sufficient time i.e. 10-15 minute handover / cleaning break between sessions? | Yes, 10 minutes has been factored in between groups for cleaning. |
|  | **First Aid:** Have you assessed what first aid provision will be made available by the venue provider and what you will need to provide? Have you made sure that your coaching team and first aiders are up to date with information on first aid under COVID-19? Have you made sure that your first aid equipment is well stocked and has suitable PPE supplied? If you have an AED, has it been serviced and maintained as per supplier/manufacturer requirements, is it in full working order and is it available for use when required? | Yes, First Aid equipment and suitably training personnel are on site. The AED is the responsibility of The University of Exeter. We will provide a First Aid kit for all cricket related incidents. We have provided visors, masks and gloves for all first aiders. |
|  | **Pre-Registration:**Pre-registering participants will give you the opportunity to communicate essential information, such as:* The importance of pre-attendance symptoms checks (details on symptoms of COVID-19 are available [here](https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/))
* Insistence that participants should follow Government guidance on self-isolation and not attend if they are self-isolating, have symptoms of COVID-19, or someone in their household or support bubble has symptoms of COVID-19 or a diagnosis of COVID-19 or if they are advised to self-isolate as part of the NHS Test and Trace service.
* Preferred modes of transport to the venue.
* The need for participants to arrive ready to play (arrive dressed in kit and leave venue in kit).
* No changing or showering facilities will be available unless the person is disabled or has special needs that require the use of these facilities.
* Due to the restriction on numbers parents/carers may not be able to accompany or spectate unless the person is disabled or has special needs that require the presence of a carer. Space for spectators needs to be risk assessed.
* Emergency contact details of parent/carer will be required.
* Provision of data required for NHS Test and Trace as required in law, see government requirements [here](https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works).
* Communicating change
 | All participants are provided with confirmation before they attend that:* Covid-19 checks must be undertaken prior
* Non-attendance criteria
* No changing or showering
* Arrive in training kit ready
* Drop off at front doors where coach/manager will

meet and collect group* Details of participant collection process
* No spectators (no spectators in the building)
* Collection of contact & medical details
* Test & Trace info

This is also sent to all coaches & managers. |
|  | **Arrival process** Do you have:* A robust reception process in place?
* A pre-arranged, easy to identify reception point?
* Sufficient space to achieve social distancing?
* Hand sanitiser?
* PPE?
 | Participants met outside by Coach/Manager and brought into centre when they sanitise their hands, place their kit bags in designated areas and report to indoor cricket centre, standing in marked social distancing areas. Coaches and managers will wear PPE as per ECB Guidance (Attached) |
|  | **PPE:** Have you assessed your PPE requirements, supplied as determined by the assessment and trained your staff on appropriate and safe use of PPE? | PPE supplied as determined – gloves, masks and visors. |
|  | **Planning coaching sessions:** Have you pre-planned your coaching sessions to include consideration of:* Equipment, avoiding sharing and allowing suitable cleaning
* Social distancing and minimisation of close encounters
* Hygiene breaks and sanitisation
* Nets and coaching ratios
 | Shared equipment that can be stored for 72 hours will be provided to a specified group / age group bubbles. This will not be used until 7 days later. Any equipment that must be shared will be disinfected between bubbles (Bowling machines, Katchet ramps, stumps, intervention poles). We will keep a 1:6 coaching ratio thorough out and follow ECB guidance in group sizes for nets, coach education and group coaching. All players will break every 20 minutes to sanitise hands and clean balls (if shared). |
|  | **Social distancing during activity:** Do you have sufficient space to conduct your activity in a socially distanced manner?* Restrict number of participants
* Clear instructions given
* See socially distanced cricket layouts [here](https://i.emlfiles4.com/cmpdoc/0/8/7/0/3/1/files/90727_ecb-icd-indoor-cricket-diagrams_rev-b.pdf)
 | Nets are restricted to 5 players and 1 coach, with 1 player padding up. The centre has 4 nets, therefore a maximum of 24 players and 4 coaches would be possible if only running nets. There will however be a maximum of 18 players and 5 coaches for group coaching due to the space available. **CAG, EPP, Academy and Coach Education will work to a maximum capacity of 18 participants and a maximum of 5 coaches / managers.** |
|  | **Use of equipment:** To prevent cross-contamination, where possible, equipment should not be shared. Consider:* Participant should bring their own equipment, where possible
* Helmet and gloves are not to be shared
* A cleaning regime is to be put in place to include:
	+ Hygiene breaks every 20 mins to clean shared equipment
	+ Thorough equipment clean pre and post session
* Ball transfer protocol see guidance [here](#_Ball_transfer)
 | Players will provide their own equipment; we will not provide this. Players will be told not to share equipment in pre-session guidance. 20 minutes hand sanitation breaks will be undertaken and any shared equipment will be disinfected using cleaning materials provided. |
|  | **End of session** It is important to leave the area clean and sanitised and prepare for the next session. Consider the following:* All participants are to sanitise hands prior to leaving the venue
* Each junior participant to be individually returned to their parent/carer
* Sanitise all equipment
* Clean all communal areas, welfare facilities, reception area etc.
* Clean all touch points
 |  A 10 minute ‘clean down’ period has been factored in for all participants to sanitise and clear away all of their belongings. During this period the coach / manager will disinfect all shared equipment that can not be stored for 72 hours without usage of another bubble. The University of Exeter will clean all touch points and toilets. |
|  | **Safeguarding** Consider how COVID-19 alterations might affect your normal safeguarding procedures.If you have opened doors for ventilation purposes does this present and extra risk?Conduct a Safeguarding Risk Assessment see guidance [here](https://www.ecb.co.uk/safeguarding) | No safeguarding procedures are compromised due to this risk assessment. |
|  | **Disabled person access** Have your COVID-19 adjustments adversely affected those with disabilities.* If you have created an area to store kit or to pad-up or similar, does this present an obstacle?
* Can a disabled person move freely, safely and easily around all accessible areas?
* Have you considered increased susceptibility to COVID-19 when reviewing requirements with individuals?
* Have you considered how you will communicate your COVID-19 procedures and changes from familiar environments?
 | Disabled persons access is not compromised. We do not have any disabled participants in the activity covered by this risk assessment. |

|  |  |  |
| --- | --- | --- |
|  | What are the hazards?  |  |
|   | Who might be harmed?  | Use this space to identify who might be harmed  |
|   | Controls required  | Action Taken by the Club  |
|   | Need to purchase visors, masks and gloves for coaches.  |  Mathew Theedom 7/10/20 |
|   |  Share risk assessments with all users groups and participants |  Mathew Theedom & Sara Perrett 15/10/20 |
|   | Update First Aiders with Covid-19 compliant procedures |  Warren Carr – Zoom Call 15/10/20 |
|   |  Ensure First Aid equipment up to date |  Sandy Allen – 7/10/20 |
|   | Confirm Maximum Occupancy with University of Exeter (18 players + 5 coaches / managers)  |  Mathew Theedom 7/10/20 |