

Area	Category	Ref no	FA Guidelines	Measures in Place				Assessment	Responsibility	Date Completed
				Mill Lane	Netherpool	Seymour	Capenhurst			
Requirements to restart	Affiliation	1.01	Clubs/teams should ensure they are affiliated to their local County FA for the 2020/21 season ahead of any match play.		See Assessment			Affiliation completed by Club Secretary awaiting approval. Current backlog at FA due to Covid furlough of staff. Unable to play competitive matches from August until we receive affiliation number, ok to start training	CB	On Going
	Covid Officers	1.02	All clubs must identify a Covid-19 officer who will be responsible for developing a Covid-19 plan and risk assessment prior to the restart of any activity. The Covid-19 officer should continually monitor how compliance is being observed within the club.		See Assessment			Officers identified Sarah Joyce and Rick Parkin. This document will form the risk assessment /planning arrangements, which along with the return to football guidance will meet the Covid 19 requirements.	SJ/ RP	On Going
	Insurance	1.03	Clubs should also check the insurance policies they have in relation to all football activities (e.g. personal accident and public liability), specifically any changes to insurance provider's advice and guidance on returning to competitive play, ensuring full compliance with its terms.		See Assessment			Insurance policy has been renewed with Bluefin for the season 20/21 via the FA.Policy covers personal accident and public liability during football activities.	CB	03/07/2020
	NHS Test and Trace	1.04	Clubs and facility providers must support NHS test and trace efforts by collecting name and contact information on participants at both training and matches. This information should be stored for a minimum of 21 days in-line with the Government Recreational Team Sport Framework and collected/processed in accordance with the Data Protection Act 2018 and in line with GDPR principles. It should be used only for the purpose of NHS test and trace.		See Assessment			Coaches to collate an attendance sheet of every player attending training or matches and the date. Names and contact numbers are already collated as part of the Insurance form. This information will require to held for minimum 21 days. Confirmation that NHS Test and Trace will be used to form part of Code of Conduct.	All	On Going
	Covid 19 Consent Required	1.05	If you choose for your child to take part, you will need to give your written consent to the club and or coach. Ensure you are comfortable with the club's Covid-19 planning arrangements (risk assessment) before doing so.		See Assessment			Consent form for return to training will need to signed for all players. Parental consent will be obtained for all players under 18 years of age. Will form part of requirements to begin football.	All	On Going
	Code of Conduct	1.06	The Covid-19 officer for each club will be responsible for communicating the code of behaviour to all players, coaches and volunteers within the club. Participants must be clear that they are opting in to participating as defined in The FA's guidance about risk and risk mitigation.		See Assessment			Covid 19 Opt in to football will form of the Code of Conduct form and will be signed prior to recommencement as a participant at training / matches. What happens if a team breaks the agreed guidelines? The team in question will be issued a verbal and written warning. Any further occurrences of breaking the guidelines will result in removal of the training slot (this will also apply to any individual child/ guardian).	SB	On Going
	Payments	1.07	Requirement to increase social distancing and the passing of Covid 19 via cash or close contact. Payments relating to club membership, weekly subs and officials should where possible be made in a cashless manner.		See Assessment			A new electronic payment process for signing on fees and monthly subs is being established and will be communicated in due cause.	NB	On Going
Site Readiness	Changing Rooms and Showers	2.01	Use of changing and shower facilities must follow Government advice on the use of indoor facilities when available. If these facilities remain closed, exceptions may be made where safety and safeguarding measures require their use.	N/A	See Assessment	N/A	Privately Owned will operate their own regulations.	All changing room and facilities are to remain closed as per council regulations at this time.	Committee	On Going
	Toilets	2.02	Toilets should be open pre-match or training, during the match or training and for 30 minutes afterwards.	N/A	See Assessment	N/A	Privately Owned will operate their own regulations.	All changing room and facilities are to remain closed as per council regulations.	Committee	On Going
	Outdoor Storage Areas	2.03	Check outdoor storage area for damage and ensure adequately secure		See Assessment			Storage area secure and separate from training areas. To be kept tidy and social distance by club personnel. All club equipment to be sanitised after use and hands after opening any gates or padlocks at any site.	Coaches	On Going
	Pitch Review	2.04	Review of all grass pitch's and fencing for any dangerous debris /objects etc.		See Assessment			To be checked by coaches prior to and after training / matches. No change to current procedure	Coaches	On Going
	Football Equipment	2.05	Passing of Covid 19 through the handling of club equipment (goals, nets, corner flags, respect barriers)		See Assessment			Mini soccer goals - will only be handled by club coaches during training/ matches. Nets - respect barriers - corner flags only handled by club officials. Equipment to be sanitised at regular intervals as per guidelines	Coaches	19/07/2020
	Line Marking	2.06	Supplies - Line Paint	See Assessment	N/A	N/A	N/A	All line marking supplies - stored off site. Will be allocated as and when required. Marker will be sanitised after each use.	RP	19/07/2020
	Cleaning and Hand Sanitiser	2.07	Ensure each team has adequate supplies of hand sanitiser at entry/exit points.		See Assessment			This will be provided to all coaches before training / matches recommence. All players are advised to bring their own hand sanitiser as per code of conduct (including COVID-19 Guidelines).	SJ	On Going
Arrival At Venues	Covid 19 Symptoms	3.01	In line with current Government guidance, all participants (players, coaches, club and match officials, volunteers, spectators etc.) should check for symptoms of Covid-19. If an individual is symptomatic and/or living in a household with a possible Covid-19 infection they should remain at home and follow Government guidance. In addition, any participants who have been asked to isolate by NHS Test and Trace because they are a contact of a known Covid-19 case, must not exercise outside their home or garden and must not exercise with others;		See Assessment			All players must complete insurance form and consent to play. Each participant should self screen prior to arrival to ensure they do not have any Covid symptoms. A set of health check questions is included within the FA guidelines. Coaches may complete a temperature check on arrival to training, if a participant cannot pass the health check they will be asked to leave training.	All	On Going
	Social Distancing	3.02	Clear signage (e.g. for one way systems) to manage entry, parking arrangements, traffic flow and general movement around the venue which ensure social distancing can be maintained.	Defined parking and training areas may be allocated. One way systems will be introduced where appropriate. Ground markings to remind people of social distancing will be introduced. Congestion will be reduced with staggered start times and site access.	See Assessment		Privately Owned will operate their own regulations.	Limited in what we can achieve due to being CWAC owned pitches and will potentially have multiple users. Social distant guidelines should be observed to reduce the risk of transmission.	All	On Going
Safety Briefing	Covid 19 Requirements	4.01	In competitive football activities the Covid-19 officer of each club must ensure a safety briefing is provided before the commencement of any fixture. This briefing will remind both sets of players and officials about their responsibilities in complying with the Code of Behaviour.	See Assessment				Covid 19 Guidelines - FA Appendix One will be relayed to Managers/ coaches and signed for as part of their code of conduct for the season 20/21. Committee members will conduct spot checks on matches where the Covid Officers are unable to visit all matches. This will form training / match guidance.	Coaches / Committee	On Going

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Persons who are already displaying	Covid 19	5.01	All players, officials, volunteers and spectators must undergo a self-assessment for any Covid-19 symptoms. No-one should leave home to participate in football if they, or someone they live with, has any of the following: <ul style="list-style-type: none"> A high temperature (above 37.8°C); A new, continuous cough; A loss of, or change to, their sense of smell or taste. This check should be done before each training session and must be recorded in regular risk assessments and it is important to note that no training session should take place without this having been done. Some clubs may wish to have this completed in the form of an online or paper questionnaire at the start of sessions. If symptoms are checked at the start of a session rather than in advance, this should be completed on arrival before the player mixes with others, so that if they have symptoms there is no chance of others being affected. Should an individual have demonstrated any such symptoms, they must not participate. Instead they should follow NHS and PHE guidance on self-isolation. Anyone who has already been instructed to self-isolate by a health care practitioner or PHE should continue to follow this advice and may not participate. Clubs will make relevant participants aware of any increased risk associated with taking part in activity, based on the risk assessment undertaken by the club. Everyone should comply with public health restrictions and avoid high-risk behaviour outside the football setting to reduce the risk to fellow participants and other attendees.	See Assessment				Clear Communication to all. Each participant must self-screen prior to arrival at training to ensure they do not have any of the following symptoms (confirmed by a parent for those under age 18).	All	On Going
Travel	Travel to training and matches	6.01	All participants and other attendees should 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: <ul style="list-style-type: none"> Share the transport with the same people each time; Keep to small groups of people at any one time; Open windows for ventilation; 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; Consider seating arrangements to maximise distance between people in the vehicle – this may mean using more than one coach or minibus if possible, and the wearing of face coverings on coaches or minibuses; Require regular hand sanitisation by passengers on a coach or minibus; Limit the time spent at garages, petrol stations and motorway services; Keep distance from other people and if possible, pay by contactless; Wash hands for at least 20 seconds or sanitise hands often, and always when exiting or re-entering the vehicle; When finishing the journey participants should wash their hands for at least 20 seconds or sanitise their hands as soon as possible. 	See Assessment				Guidance to members will be displayed on the club website in relation to travelling to and from training / matches.	All	25/07/2020
Safeguarding	Safeguarding	7.01	You are responsible for continuing to ensure the environment is safe and for implementing your club's safeguarding children policy and procedures.	See Assessment				Already in place - Safeguarding policy present on website - Welfare officers in place.	SJ/NB	21/07/2020
		7.02	Coaches working with children must have an in date FA DBS Check and should have done some FA safeguarding training.	See Assessment				All coaches are level 1 min and includes Safe Guarding Children certification.	Coaches	21/07/2020
		7.03	You must ensure the ratio of coach to different age groups of children is appropriate. See FA safeguarding guidance note 5.5, which covers the ratios of adults to children. There must be a minimum of two FA-DBS Checked adults present at any one time.	See Assessment				There are a minimum 2 DBS checked adults per team plus Committee members to meet the requirements. We will endeavour to ensure there are 2 DBS adults at each session / site at the same time. As we are a not for profits organisation (not of DBS) and volunteers; due to work, sickness, and other commitments. It may not be possible to have 2 at each and every training session / match. There will always be 1 qualified DBS coach at each session and match day.	Coaches /Committee	25/07/2020
		7.04	It is essential that parents/carers give informed consent for their child(ren) to participate in your football session. When requesting consent, you have the ideal opportunity to be clear about what is expected of the children and their parents/carers in line with this guidance.	See Assessment				This will be completed via Insurance Form , Code of Conduct and Covid 19 Return to Football Consent Form	Members	On Going
Social distancing in competitive training		8.01	Care should be taken on busy sites with limited access points to ensure safe play. Facilities should consider staggering start times and allowing cleaning time between change-overs.	Staggered Training times. All rubbish to be removed from site after a session by players, parents and managers.	Staggered Training times. All rubbish to be removed from site after a session by players, parents and managers.	Pitch requires booking to use the facilities. Resulting in staggered training times.	Privately Owned will operate their own regulations.	See site specific	All	On Going
In all settings		8.02	In all settings before and after the session, and in any breaks, all participants should practise social distancing, in line with Government guidelines on two metres or 'one metre plus'.	See Assessment				Guidance will be passed to all. Committee, officials, players, parents and coaches. All will sign up to these expectations.	All	On Going
Spectators		8.03	Any spectators at training sessions / matches (including parents and carers) must be restricted to discrete six-person gathering limits and spread out, in line with wider government guidance, ensuring space for officials, coaches and substitutes.	As not council controlled - potential to add social distant markers, coach boxes, sub boxes on the grass with relative ease.	See Assessment			Guidance will be passed to all. Committee, officials, players, parents and coaches. All will sign up to these expectations. Matches to be set up with teams on either side of the pitch - to maintain team bubbles and assist social distancing.	All	On Going
Social Distance around matches		8.04	Competitive match play is now permitted, however, in all settings before and after matches all participants should practise social distancing.	See Assessment				Guidance will be passed to all. Committee, officials, players, parents and coaches. All should leave the venue as soon as possible whilst meeting social distancing guidelines.	All	On Going

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Social distancing	Players at training / matches	8.05	<p>Pre-match handshake should not happen. Instead players will be asked to hand-sanitise before kick-off;</p> <ul style="list-style-type: none"> • 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/dug-outs. Social-distancing must also be observed during interactions when a substitution is being made; • Match preparation meetings by officials should be held by video call; • 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. • Goal celebrations should be avoided; • Interactions with referees and match assistants should only happen with players observing social distancing; • Small-sided football should be modified to provide more regular hygiene breaks in activity. Players should be discouraged from touching boards at any time, with tackling against boards discouraged. Referees should consider stopping play when this happens. • Youth football coaches are encouraged to limit persistent close proximity of participants during match play (where young participants may be more likely to cluster around the ball) and provide regular hygiene breaks in activity. 					Guidance will be passed to all. Committee, officials, players, parents and coaches. All will sign up to these expectations.	All	On Going
	During Half time in Matches	8.06	All participants must remain socially distanced during breaks in play, with spaced areas for equipment and refreshment storage for each individual including officials and substitutes. Coaching staff and substitutes, should, for example, spread out and avoid sharing a dug out or bench if social distancing cannot be observed. Players and officials should also observe social distancing during sin-bin instances.					Ability to mark out on the grass distinct areas to meet the requirements with paint or cones. To remind participants of requirement if guidelines are difficult to enforce.	All	On Going
Playing / Players	Equipment	8.07	<p>The sharing of equipment must be avoided where possible. Where equipment is shared, equipment must be cleaned before use by another person.</p> <p>Participants should take their kit home to wash it themselves, rather than have one person handling a large quantity of soiled materials. Where kit absolutely has to be shared or kept together (e.g. last-minute stand-in players, shortage of kit, or an essential club function), each person handling it must wash or sanitise their hands immediately after and appropriate cleaning arrangements for the kit must be made.</p>					No sharing of personal equipment between players. Each player to have their own kit allocated for the season (match kit and bib). Players should not touch training equipment where possible (including the collecting of cones, poles etc.). Guidelines will be given to parents / children outlining what is expected of them in relation to social distancing rules. Coaches will remind players in relation to social distancing requirements.	All	On Going
	Ball Transfer	8.08	The nature of football means that the ball is not frequently handled. When the ball goes out of play it should not be retrieved by non-participants and should be retrieved using the feet rather than the hands where possible. Where there are breaks in the game, or training, if throw-ins or handling has occurred the ball should be disinfected.					Guidance provided to both player and spectators to return the ball using their feet only. Guidance will be given to coaches re the sanitising of equipment - between training drills, at water breaks, at half time during matches or if the ball is handled in error by outside interference.	All	On Going
	Shouting	8.09	There is an additional risk of infection in close proximity situations where people are shouting or conversing loudly. This particularly applies indoors (e.g. inside clubhouses) and when face to face. If possible, players should therefore avoid shouting or raising their voices when facing each other during, before and after games					Players will shout as part of training/ football matches. Coaches will provide guidance to remind players if possible, not to shout at each other when face to face. All winter training and matches are participated outdoors resulting in a reduction of this risk materialising.	All	On Going
	Spitting	8.10	Everyone should refrain from spitting. If you need to sneeze or cough, you are encouraged to do so into a tissue or upper sleeve and advised to avoid touching your face. Ensure any tissues are disposed of in a sealed bin as soon as possible.					Provide guidelines to all - require to be part of Covid consent. Players will not be permitted to spit. Each player will sign up to the Code of Conduct and the potential consequences.	Players	On Going
Treatment of Injuries	Development of Covid Symptoms during training /matches	9.01	<ul style="list-style-type: none"> • Separate the player immediately from the wider group. • Determine if the players needs urgent medical attention and if so call for help (may include an ambulance) and manage any medical emergency as set out below, including correct use of Personal Protective Equipment (PPE) • If they are a child they should be taken home, or to seek medical attention if required, by a member of their household waiting in the car, and follow government guidance for symptoms of Covid-19. • If they are an adult: <ul style="list-style-type: none"> – and symptoms are mild, advise them to return home and follow government guidance for symptoms of Covid-19. – if the symptoms are moderate-severe, advise they do not drive, but get support from a household member to return home, they should not be taken home by someone who is not a member of their household/social bubble. They should then seek medical attention as appropriate. Please refer to the NHS 111 website for further details on accessing medical care and when this is advisable. • If other players/coaches present have followed the social-distancing protocols, they need not follow any specific advice unless they develop symptoms. If they develop symptoms they would then need to isolate as per Government guidance. 					Coaches will be provided with the guidance should the risk materialise, player will be sent home from training / matches as per Code of Conduct.	All	On Going
	First Aid	9.02	<p>First aid falls into two parts:</p> <ol style="list-style-type: none"> 1. Those who respond because of an emergency arising in front of them (laypeople); 2. First responders/aiders with a duty of care (workplace first aiders and sports coaches) running a training session. <p>Delivering first aid will likely include the need for the responder to compromise government advised social distancing guidance and come into close contact with a potentially injured player, and this may include cardiopulmonary resuscitation (CPR). If a player gets injured, ideally a member of their household can aid them (a further benefit for parents to stay in cars during training sessions where players are under 18), but others will still need to socially distanced unless a life or limb-threatening injury necessitates compromising guidelines to provide emergency care until the ambulance arrives.</p> <p>If there is a first aider or other medical personnel present, they should be equipped with the appropriate PPE to be used in the event that they should they need to compromise social distancing guidelines to provide medical assistance. They should have updated themselves on any changes in first aid procedure that will be required as a result of the pandemic.</p> <p>The safety of the responder is paramount and no-one is expected to provide care which jeopardises their own personal health or safety. In an emergency situation, where suitable PPE is not available, the responder must consider the potential risks to both themselves and the player and decide what level of care they feel is reasonable, or what level of care they are able to provide in the absence of PPE. This may include providing no assistance at all until the ambulance arrives or until appropriate PPE is made available.</p>					Whilst the guidance has stated that a member of the household can treat an injured player, Princes Villa have also took the decision to purchase PPE equipment for coaches (first aid qualified) so they can safely treat any players should the situation arise when comprising social distancing guidelines. Guidance will be given to coaches around PPE requirements as per the guidance. <p>The FA Charter Standard Club Programme incident/ accident reporting form should be completed for serious injuries and passed to Covid officers or child welfare.</p> <p>If your child has any specific medical conditions, please ensure that you discuss these with the club welfare officer and or coach and agree the best way to support your child's needs e.g. you staying to watch nearby and taking responsibility to administer the medication.</p>	All	On Going

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	Cardiac Arrest	9.03	<p>During this Covid-19 pandemic rescue breathing is considered outside the scope of first aid practice. In adults, it is recommended that you do not perform rescue breaths or mouth-to-mouth ventilation; perform chest compressions only:</p> <ul style="list-style-type: none"> • Confirm no signs of life; • Early call for medical assistance will be vital: <ul style="list-style-type: none"> – Ambulance; – AED (refer to your clubs EAP for location, and send someone to collect immediately). 	Provide location of Defibrillator contained within Bridge Farm and how to access in an emergency.	Changing rooms are closed. Defibrillator will be transported with the adults team as no access to changing rooms.	No Defibrillator present at the ground.	Privately Owned will operate their own regulations.	Provide updates guidance to first aiders - as part of coaches code of conduct for Covid 19.	Coaches	On Going