

Sarisbury Sparks Allstars (SSA) NETBALL CLUB COVID-19 Risk Mitigation Plan TRAINING at Hook with Warsash School

Our Lead COVID-19 Officer is...	Rachel Wilkie	Received and read COVID-19 Netball Handbook (EN supplied)	yes	Date completed	3rd September 2020
Other COVID-19 Officers	husband, Lynn Harrison, Karen Murray, Michelle Cerrato, Paula Moore, G	Watched COVID-19 Netball deliverer training video	yes	All Sarisbury Sparks Committee members understand and agreed to Covid 19 Lead officer	
		Venue risk assessment received & reviewed	yes		
		Clear understanding of venue operators guidance for COVID-19	yes		

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STATUS		Not yet started or considered	Work in Progress		Completed, actioned and embedded into our CLUB operations	
Category	Requirement	Sarisbury Sparks Netball Club	Relevant Documents to help	Who within our CLUB will do it?	Status	England Netball tips and tools to help
PRIOR TO ACTIVITY	Checking for symptoms	How will you make members of your CLUB aware of symptoms that mean they should not attend netball matches?	Disseminate information before start of training. provide document pack to all players to include details of the symptoms. Require all players have been made aware of requirements; to be repeated for every training session	Registers and Engage player information, Checklist/Protocols including links to relevant EN documentation	SSA Coaches	Social media assets and Health screening checklist
		How will your CLUB carry out health screening prior to EVERY training session to ensure no attendees are knowingly displaying any COVID-19 symptoms	Use of Track and Trace for each attendee to confirm Covid free symptoms	Checklist/Protocols including links to relevant EN documentation	SSA Covid Officer to send out weekly reminders via what's app group of symptoms and not to attend if any symptoms.	Health Screening document
		How will test & trace be implemented at your club & how will data be stored in line with GDPR/data protection law 2018	EN QR Code will be used; storage will via Engage	Covid Checklist/Protocols including relevant EN tools	SSA Coaches and Covid Officer through Track and Trace and Sarisbury Sparks registers	Test & Trace protocol Using Engage for Test & Trace guide Engage test & trace QR poster
	Opt in Policy	How will you ensure that members understand the risks of COVID-19 in a netball context at league?	PRE training documentaion pack, available on Sarisbury sparks FB and website for further download, to include EN documentation	Covid Checklist/Protocols including links to relevant EN documentation	SSA Covid Officers	Risks of COVID-19 in netball information sheet
		How will you ensure that the Personal Risk Assessment, particularly for those who are in high risk groups is understood by all members of your club, members	Will hold a 1st and 2nd Point of Contact meeting to disseminate information prior to start of league	Covid Checklist/Protocols including links to relevant EN documentation	SSA Covid Officers	Personal Risk Assessment document
		How will you ensure undue pressure is not put on members to return to training or matches and they have the option to 'opt in' based on their own personal circumstances and feelings	Teams are to ensure that all match participants complete an opt in form	Covid Checklist/Protocols including links to relevant EN documentation	SSA Covid Officers	Opt in guidance and statement
		How will you understand the needs of any players who may be returning to training post COVID-19 case once they well enough	Additional confirmation required from team that further consideration has been given before the player opts in to play.	Covid Checklist/Protocols	SSA Covid Officers	
	Travelling to and from training and matches	How will you ensure travel is safe and well managed, as well as compliant with Government guidance i.e. no car sharing outside of household	Disseminate information prior to training . include EN relevant paperwork in documentation pack	Covid Checklist/Protocols including links to relevant Government information	SSA Covid Officers	Travel infographic
		Do you need to stagger start and finish times to help manage parking at your venue as lift shares may not be possible?	All training is per age group and staggered to ensure all Covid protocols are met	Covid Checklist/Protocols	SSA Coaches	

FACILITY USAGE	Club Personnel	How will you identify any training needs of any coaches, volunteers, officials or others?	All training to be completed prior to volunteering with club	Covid Checklist/Protocols	SSA Coaches		
		How will you understand how your coaches, officials & volunteers feel about returning and how will you support them?	All Sarisbury Sparks participants will be provided with information on symptoms and will complete an opt in clause if they wish to return.	Covid Checklist/Protocols including links to relevant EN documentation	SSA Covid Officers		
	Safeguarding	How will the COVID risk changes affect safeguarding and can this risk be managed?	regularly check reports, adapt and amend accordingly	protocols and check lists	SSA Covid Officers and Safeguarding officer		
		How will this be communicated with club coaches, officials, volunteers and members?	whatsapp group and club FB	whatsapp group and club FB	SSA Coaches		
	Preparing for Matches	What is the identified maximum number of players that can attend a match based on court availability and numbers of coaches, officials and volunteers needing to attend?	Each court is allowed a maximum of 30 participants, including match officials	Covid Checklist/Protocols	SSA Coaches		
		What additional sanitisation and PPE are required to deliver your activity and how will any replenishing be overseen?	coach will have additional sanitisers	Covid Checklist/Protocols	SSA Coaches and Covid officers		
		How will you understand any specific needs of members, e.g. they are shielding or within a higher risk group	Participants will be made aware that playing comes with a risk for vulnerable personnel that they may be in close contact with. Player's signing an opt in statement will recognise the additional risk for vulnerable people	Covid Checklist/Protocols including links to relevant EN documentation	SSA Coaches/Covid officers		
		How will you ensure members (particularly playing members) are conditioned and prepared for netball activity	slow reintroduction towards training	Coaches to identify needs at Training	SSA coach		
		How will you ensure all members, officials understand the COVID-19 rule modifications	Dissemination of information, signage at court, documentation pack	Covid Checklist/Protocols including links to relevant EN documentation	SSA Coaches		
	Movement on site	How will use the venue to ensure social distancing? Drawing a plan may be a useful way to plan this.	One way in and out of Venue, dissemination of information prior to training. Protocols in place at venue.	SSA Covid Checklist/Protocols including links to relevant EN documentation	SSA Covid officers		
		How will traffic of people flow at your venue, do you need to establish a one way system?	A 1 way system will be enforced, 1 way in and 1 way out	SSA Covid Checklist/Protocols including links to relevant EN signage	SSA Covid Officers and Coaches		Site signage
		What guidance does the venue have in place and how will you ensure you implement it?	SSA checklist and protocols	SSA Covid Checklist/Protocols using Venue requirements	SSA Coaches / Covid officers		
		How will you communicate this with all members ahead of the session	Information sent out to all at start of training and updated on FB and website	SSA Covid Checklist/Protocols	SSA Covid officers/ Coaches		
	Indoor Facilities	How will you ensure there is not an outdoor alternative venue that can be used?	SSA will not use indoor venues	liaise regularly with venue staff checking venue protocols	SSA Coaches		
		How will you ensure there is adequate ventilation in the indoor venue if an outdoor court can not be accessed?					
		How will you ensure you are fully aware of the venue operators procedures, including rigorous cleaning?					
Risk assessment	How will you ensure that strict hygiene and sanitisation protocols are undertaken	coach will be on site to oversee sanitation is adhered to	Liaise with venue facility Manager	SSA coach			
	Who from your club will work with the venue provider to obtain a risk assessment for the venue?	coach	On-going throughout Season	SSA coach			
	How will you share with your members how the venue will operate and ensure you adhere to any elements within venue risk assessment	SSA will share all information via whatsapp with all members;	SSA Covid Checklist/Protocols	SSA Coach and Covid Officers			
Hygiene & cleaning	How will you ensure the Pre-Venue check with enhanced COVID-19 checks are completed at every training session	coach and covid officers will be available on site at all times	SSA Covid Checklist/Protocols	SSA Coach and Covid Officers		Pre Venue check	
	How will you ensure the venue being used is cleaned regularly and in line with Government guidance?	coach will confirm with venue each week	On-going throughout Season	SSA coach			
	Who will identify heavily used surfaces/points at the venue you use and how will you make members aware of these to help reduce touching these surfaces?	. Sanitising of posts and other equipment will be conducted regularly	On-going throughout Season	SSA coach			
Changing Rooms & showers	How will you report any concerns if you are concerned about the cleaning within venues?	will liaise with the venue facilitators	Part of normal club responsibility	SSA coach			
	How will you share with your members the need for them to arrive ready to play/train and that changing facilities are not available?	players will have relevant information disseminated and documented	SSA Covid Checklist/Protocols	SSA Coach			
	How will you share with any opposition for matches that changing rooms and showers are not available?	n/a	N/A	N/A			

	Toilets	What is the procedure for use of toilets at you venue?	Toilet facilities will not be open but have key so in emergency all sanitising of any use to be supplied.	SSA Covid Checklist/Protocols	SSA Coach		
		How will you share this with all members?	All players will have relevant information disseminated and documented and will be expected to disseminate to their players.	SSA Covid Checklist/Protocols	SSA Coach/Covid officer		
		How will you share this with any opposition?	n/a	N/A	N/A		
	Match Hospitality	How will you ensure refreshments/water are available to be replenished at your venue?	all players must bring their own refreshments.	SSA Covid Checklist/Protocols	SSA Coach		
DURING ACTIVITY	Arrival & registration	How will you establish a drop off and pick up system that ensures large numbers at the venue is minimised?	car parking facilities at school, parents drop off, QR and into outdoor training venue	SSA Covid Checklist/Protocols	SSA Covid officer		
		How will you register all attendees whilst maintaining social distancing and ensuring verbal confirmation of being symptom free	Covid officers and coaches will ensure social distancing is adhered to, Track and Trace will also be used via EN QR code.	SSA Covid Checklist/Protocols including links to relevant EN documentation	SSA Covid Officer		
		How will you facilitate reminders of COVID-19 rule modifications and common netball behaviours that need to be modified e.g. idle interactions	coach to remind players of their responsibilities during breaks	SSA Covid Checklist/Protocols including links to relevant EN documentation and signage	SSA coach		Rule Modifications
	Use of equipment	How will you ensure guidance from England Netball re equipment is adhered to?	coach will remind players re sanitising etc	SSA Covid Checklist/Protocols including links to relevant EN documentation and signage	SSA Coach		Equipment sanitisation poster
		How will you ensure the sanitisation of netballs is able to happen regularly (every 10 mins) throughout matches?	coach will remind players re sanitising etc	SSA Covid Checklist/Protocols including links to relevant EN signage	SSA Coach		Equipment sanitisation poster
		How will you manage the use of bibs within your club to ensure they are not shared?	spare sets of bibs will be readily available	SSA Covid Checklist/Protocols	SSA Coach		
	Injury treatment	How will you ensure first aid can be administered appropriately during COVID-19?	Fully PPE (masks, gloves, aprons, sanitizers) will be made available by the club	SSA Covid Checklist/Protocols	SSA Coach		
		How will you ensure all qualified first aiders within your league are aware of the guidance from St Johns Ambulance?	all first aiders to refresh guidelines before and regulary	St Johns website	first Aiders		
	Spectators	What is your venues policy on spectators?	no spectators at training sessions as a club decision	N/A	N/A		
		How will you communicate this with your members?					
	Hygiene & PPE	How will hand hygiene be maintained duringa training session	All players will use hand sanitiser regularly	SSA Covid Checklist/Protocols	SSA coach		
What PPE requirements are there for your club?		Gloves, Masks for first aiders, recommend use of face covering .	N/A	SSA Coach			
Who is responsible for ordering/sourcing/providing PPE within your club?		SSA Treasurer	On-going throughout Season	SSA Treasurer			
How will the Treasurer be notified when any additional PPE or sanitisation products are required?		coach will send message	SSA Covid Checklist	SSA Coach/Covid officers			
Test & Trace	Who will be contacted and how will they communicate with others any positive cases of COVID-19?	EN QR code will be used for Track and Trace, SSA coaches and covid officer using the Engage system to identify who needs to be contacted.	SSA Covid Checklist/Protocols	SSA Coach/ Covid officers			
Review	How will your club check and review the operations of training sessions	At least 1 or more SSA coach will be present at all training sessions and will make observations of any protocols etc that may need updating.	SSA Covid Checklist/Protocols	SSA COACH/Covid officer			
	How will any updates to any procedures or club protocols be issued to all members?	Covid-19 protocols will be made available on club FB page and ad hoc committee meetings will be called at short notice if protocols need amending. Reissues will be via SSA FB and team whatsapp	SSA Covid Checklist/Protocols	SSA Coach/Coach Officers			
	When will this plan be reviewed in it's whole?	By 30 November or sooner if EN issues new guidance	SSACovid Checklist/Protocols	Coach			
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POS		How will the club committee operate during COVID-19 to ensure timely decisions, reviews and understanding of most up to date guidance?	Zoom meetings between all and/or relevant committee members depending on the topic.	SSA Covid Checklist/Protocols	SSA Chair & Vice Chair		
	Breach in guidance	What procedure will you have in place to manage any breaches in the guidance?	Coach and/or Chair will provide warnings for 1st offence, any subsequent breaches will be documented and sent to SSA Chair Coach and/or Chair will have the authority to ask players to leave for the rest of the session (player will have to leave the venue); the actions will be reported to the committee for further consideration on when/if the player can return training	SSA Covid Checklist/Protocols	SSA Chair & Vice Chair		
		What procedure will you have in place to manage any severe and consistent breach in guidance		SSA Covid Checklist/Protocols	SSA Chair & Vice Chair		