

**STOCKTON TOWN FOOTBALL CLUB
CLUBHOUSE OPERATIONS
(RISK ASSESSMENT BASED ON GOVERNMENT
COVID 19 ADVICE ISSUED 23rd JUNE 2020)**



www.stocktontownfc.com
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Main: 01642 604915

Ref	Hazard Identified	Initial Risk			At risk	Control Measures	Residual Risk		
		L	M	H			L	M	H
1	Workforce Management Page 36		●		STFC Staff	Employees to complete an initial Covid-19 Health Declaration prior to commencing work activities.	●		
2	Workforce Management Page 36		●		STFC Staff	Start of shift Staff Sign-In procedure confirming Covid-19 Symptom Free to the best of their knowledge.	●		
3	Workforce Management Page 36			●	STFC Staff	Staff strictly excluded from work, based on Government Guidelines if they are displaying any symptoms of Covid-19 or if they are required to self isolate.	●		
4	Workforce Management Page 36		●		STFC Staff	Work Zones to be implemented where possible to prevent cross over and not maintaining social distance. Number of employees assigned to a single till kept to a minimum. □	●		
5	Workforce Management Page 36		●		STFC Staff	Consideration, when practical, to be given to 'Team Bubbles' to limit the number of other employees they come into contact with.	●		
6	Workforce Management Page 36		●		STFC Staff	Hand sanitiser to be made readily available at key locations for use by Kitchen Staff and Bar Staff.	●		
7	Workforce Management Page 36		●		STFC Staff	All persons entering or reentering the Kitchen from either Social Area or Bar Area should wash their hands using the NHS /Government 20 Second procedure. When this is not practical then Hand Sanitiser should be used as next alternative.	●		
8	Workforce Management Page 36		●		STFC Staff	Where applicable staff members will be encouraged to work from home. Where this is not possible measures will be put in place to ensure social distancing including physical barriers and restricting numbers allowed in the office areas.	●		
9	Keeping Your Customers & Visitors Safe Page 10		●		Social Distancing	One way system with directional markings and barriers to assist facility users.	●		
10	Keeping Your Customers & Visitors Safe Page 10		●		Social Distancing	Internal controls to manage queues at the Bar and Customer Toilet areas with floor spacings following Government Guidelines	●		
11	Keeping Your Customers & Visitors Safe Page 10		●		Social Distancing	Gents Toilets restricted to a maximum of 4 persons and Ladies Toilets to a maximum of 3 Persons.	●		
12	Keeping Your Customers & Visitors Safe Page 10		●		Social Distancing	Tables and chairs to be spaced out to facilitate social distancing to Government guidelines.	●		
13	Keeping Your Customers & Visitors Safe Page 10		●		Social Distancing	Employees available to monitor queuing, occupancy and Social Distancing.	●		
14	Keeping Your Customers & Visitors Safe Page 10		●		Social Distancing	Customers will be required remain with their own social bubble and not roam to interact with other customers.	●		
15	Keeping Your Customers & Visitors Safe Page 10		●		Hygeine	Hand Sanitiser Stations provided at Customer Entrance Areas and adjacent to Customer Toilets. Hand Sanitiser made available at key locations in Kitchen Area and Behind Bar.	●		
16	Keeping Your Customers & Visitors Safe Page 10		●		Hygeine	Sanitising contact / touch points hourly throughout operational / customer use areas to minimise the risk of viral transmission via surface contact.	●		

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17	Keeping Your Customers & Visitors Safe Page 10		●		Hygeine	To minimise touch points consideration will be given to propping open internal doors. This has the added benefit of improving air circulation.	●		
18	Keeping Your Customers & Visitors Safe Page 10		●		Hygeine	Tables to be cleaned / sanitised after each use.	●		
19	Keeping Your Customers & Visitors Safe Page 10		●		Hygeine	Toilets to be cleaned every hour with emphasis on sanitising touch points.	●		
20	Keeping Your Customers & Visitors Safe Page 10		●		Hygeine	Perspex Screens installed at Till Points to provide protection for Customers and Staff.	●		
21	Keeping Your Customers & Visitors Safe Page 10		●		Hygeine	PPE to be provided for Staff to include disposable gloves, disposable masks, disposable aprons and multiple use facial screens.	●		
22	Keeping Your Customers & Visitors Safe Page 10		●		General	Hygeine, Social Distancing and Directional Signage prominently displayed for Customers and Staff.	●		
23	Keeping Your Customers & Visitors Safe Page 10		●		General	Point of Sale / Menus to be removed from tables.	●		
24	Keeping Your Customers & Visitors Safe Page 10		●		General	Disposable condiment sachets to be used.	●		
25	Keeping Your Customers & Visitors Safe Page 10		●		General	Empty glasses will be collected by a member of staff.	●		
26	Keeping Your Customers & Visitors Safe Page 10		●		General	Due to increased risk of transmission, particularly aerosol transmission, steps will be taken to avoid people needing to unduly raise their voices to each other. This will include reducing the volume on TV Broadcasts or any recorded music played at the venue.	●		

Name :

Position :

Date :

Signed :

On behalf of :