



## COVID-19 (Coronavirus) Risk Assessment: 'The Innes' Sports Pavilion Building, Court Lodge Playing Fields, Horley RH6 8RJ

COVID-19 Risk Assessment for Football Matches to resume at Court Lodge Playing Fields and use of 'The Innes' Sports Pavilion						
Who might be harmed	Controls Required		Actions Required	Who to Action	Action by when	Date Done
Workers Cleaners Pitch contractors Players Match Officials Spectators Other users of Court Lodge Fields	<b>Promote Good Hygiene</b>	Provide hand-sanitisers at 'The Innes' Sports Pavilion, by entry doors to Changing Rooms and Toilets.	Install hand-sanitiser stations	HTC Contractor	01/09/20	05.08.20
			Install COVID-19 signage	HM	01/09/20	
			Email all building users to advise on usage	HM	01/09/20	
			Check hand-sanitiser levels weekly	HTC Contractor	Ongoing	Ongoing
			Check signage still in place weekly	HTC Contractor	Ongoing	Ongoing
	Spectators	Check hand dryers and/or paper towel provision.	Check dryers operational	N/A		
			Instruct checks on paper towel provision weekly	HTC Contractor	Ongoing	Ongoing
Other users of Court Lodge Fields	<b>Keep Facilities &amp; Equipment Clean</b>	Implement weekly cleaning of the Changing Rooms and Toilets	Instruct HTC contractors to recommence cleaning after matches resume.	HM	01/09/20	
			Identify high-contact areas requiring extra hygienic cleaning.	HM & HTC Contractor	31.07.20	31.07.20
		Review litter bin provision.	Check litter bins are adequate and correctly positioned.	HM & HTC Contractor	31.07.20	31.07.20



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		Empty litter bins regularly	Assess frequency with HTC contractor.	HM & HTC Contractor		31.07.20	
		Evaluate non-essential items kept in building (ie. storage).	Ask HTC Contractor to remove as appropriate.	HM & HTC Contractor		31.07.20	
		Follow Public Health England Guidance if a COVID-19 case is reported and notify the Local Protection Team immediately.	Ensure clubs are made aware of their responsibilities and provide HTC with their own Risk Assessments.	HM		03.08.20	
			Update HTC Contractor in COVID-19 decontamination protocol, as required.	As required			
		<b>Maintain Social Distancing and avoid Congestion</b>	Single / Limited use of Toilets to be introduced to avoid congestion in confined spaces.	Display signage as required, including hygiene advice and social distancing rules.	HM	01/09/20	
			Car park use to be monitored to eliminate congestion at peak times of use.	Limit matches to 2 being played at any one time and encourage car sharing.	HM		28.07.20
				A minimum handover time of 30 minutes between matches to be compulsory for pitch booking procedures for the 2020/21 season and onwards.	HM		28.07.20



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**Company name:** Horley Town Council  
**Assessment Date:** 4 August 2020

**Assessment carried out by:** J Walsh, Town Clerk  
**Date of next review:** August 2021\*

*\*This Covid-19 Risk Assessment will be kept under regular review and whenever there are any significant changes made in line with public health guidelines or by Government.*

*This COVID-19 Risk Assessment was carried out with due diligence, in consultation with staff, councillors and the following advice sources:*

<http://www.thefa.com/about-football-association/covid-19>

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-the-public-on-the-phased-return-of-outdoor-sport-and-recreation>

Any queries in relation to this COVID-19 Risk Assessment should be directed to:

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