

Fairlands Netball Club COVID-19 Risk Mitigation Plan
Senior & Junior Training - EpsomCollege and Harris Academy Sutton

Our Lead COVID-19 Officer is...	Karen Jones	Received and read COVID-19 Netball Handbook (EN supplied)	No	Date completed	30/08/2020		
Other COVID-19 Officers/squad members are		Watched COVID-19 Netball deliverer training video	<Yes	Additional Comments:			
		Venue risk assessment received & reviewed	<Yes				
		Clear understanding of venue operators guidance for COVID-19	<Yes				
	Requirement	FAIRLANDS Netball Club will.....	Relevant Club 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 training or matches?	Instructions and the COVID symptom checklist are contained in the EN email sent to all members on 18th August 2020. A follow-up email will be sent to all Club members directing them to the EN email and website. A briefing will be given at the first training session and a link to the EN guidelines put on the Fairlands FaceBook page.	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer	Yellow	Social media assets and Health screening checklist
		How will your club carry out health screening prior to EVERY session or match to ensure no attendees are knowingly displaying any COVID-19 symptoms	Members will be asked to carry out personal symptom checks before attending matches or training. The symptom checker will be on display at matches and training. In registering for an activity, members are confirming they do not knowingly have any COVID symptoms.	EN email 18th Aug 2020. COVID symptom checker	COVID-19 Officer, coaches and captains	Yellow	Health Screening document
		How will test & trace be implemented at your club or league & how will data be stored in line with GDPR/data protection law 2018	Members and guests (opposition teams, supporters, parents, officials) will register when attending all activities - we will purchase an app such as Pitchero to achieve this. Any member showing symptoms has been instructed via EN email 18/8/20 to contact NHS T&T if showing symptoms up to 48 hours after netball activity and to alert the COVID officer if testing Positive. Match invitations will contain a request that the opposition contact our COVID officer if any attendee tests positive within 48 hours of matches. Contact details of all members are accessible via Engage and Pitchero. We also have a club email distribution list. We will advise via Pitchero / email and post on Facebook if any positive test occurs, requesting members to self-isolate in accordance with government guidelines.	EN email 18th Aug 2020. Pitchero app Engage Fairlands Facebook page Fairlands email distribution list	COVID-19 Officer	Yellow	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 your club or league?	The risks are contained in the EN email sent to all members on 18th August 2020. A follow-up email will be sent to all Club members directing them to the EN email and website. A briefing will be given at the first training. Players will have to sign the Opt-in form to confirm they understand the risks and are happy to participate. No pressure will be put on individuals to participate	EN email 18th Aug 2020. EN Opt-In Form EN Personal Risk Assessment	COVID-19 Officer and coaches	Yellow	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, team or league	The risks for vulnerable individuals are highlighted in the EN email sent to all members on 18th August 2020 and the Personal Risk Assessment attached. A follow-up email will be sent to all Club members directing them to the EN email and website. A briefing will be given at the first training. Players will have to sign the Opt-in form to confirm they understand the risks and are happy to participate. No pressure will be put on individuals to participate	EN email 18th Aug 2020. EN Opt-In Form EN Personal Risk Assessment	COVID-19 Officer and coaches	Yellow	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	This statement is contained in the EN email sent to all members on 18th August 2020. A follow up club email will explain that participation is voluntary. All members will have the option to complete the Opt-In form once they have read the risk forms and come to their own personal conclusions on whether they want to return to sport at this time.	EN email 18th Aug 2020. EN Opt-In Form	COVID-19 Officer and coaches	Yellow	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	We will ask them to speak to the COVID officer / coaches upon their return to explain their needs	n/a	COVID-19 Officer and coaches	Yellow	
	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	Instructions regarding travel are contained in the EN email sent to all members on 18th August 2020. A follow-up email will be sent to all Club members directing them to the EN email and website. A briefing will be given at the first training. Our training and match venues will have sufficient parking available to avoid the need for shared lifts outside households, and are accessible via public transport.	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer and captains	Yellow	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?	Sufficient parking is available at all our venues within a short walking distance but we will allow a 15 min gap between sessions to reduce traffic congestion	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer and coaches	Green	
	Club Personnel	How will you identify any training needs of any club coaches, volunteers, officials or others?	All coaches, officials and volunteers will discuss training needed at committee meetings and will act upon the relevant findings.	Committee meeting minutes	COVID-19 Officer, umpires and coaches	Yellow	
		How will you understand how your coaches, officials & volunteers feel about returning and how will you support them?	All club coaches, officials and volunteers participate on a voluntary basis and we have not put any pressure on them to return.	Committee meeting minutes	COVID-19 Officer, umpires and coaches	Green	

STATUS	
	Not yet started or considered
	Started but not completed
	Completed, actioned and embedded into our club operations

Safeguarding	How will the COVID risk changes affect safeguarding and can this risk be managed?	No affect. Our numbers at venues are already controlled through CAPS so changes from COVID will not affect our ability to safeguard our members. Safeguarding officer details will be recomunicated to all members	Safeguarding policy CAPS documentation	COVID-19 Officer and Safeguarding Officer			
	How will this be communicated with club coaches, officials, volunteers and members?	Safeguarding officer details will be recomunicated to all members via club email. Contact details are contained on our club registration form and on our website	Fairlands follow-up emails	COVID-19 Officer and Safeguarding Officer			
	Preparing for training	What is the identified maximum number of players that can attend a training session based on your court availability and numbers of coaches, officials and volunteers needing to attend?	30	n/a	COVID-19 Officer and coaches		
		What additional sanitisation and PPE are required to deliver your activity and how will any replenishing be overseen?	Hand sanitiser, spray and wipes will be provided to all coaches and team captains and will be continuously monitored for replenishment. Face masks will be put into all first aid kits. Balls will be sanitised before games/training. Spare bibs will be made available and a 'dirty' bag brought to each training/game for dirty bibs to be put in.	n/a	COVID-19 Officer, coaches and captains		
		How will you understand any specific needs of members, e.g. they are shielding or within a higher risk group	We do not expect anyone who is shielding to attend training/matches. We anticipate the individuals will tell us if they have specific needs	n/a	COVID-19 Officer and coaches		
		How will you ensure members (particularly playing members) are conditioned and prepared for netball activity	Pre-season fitness ideas have been posted on our Facebook page. Small (up to 6 participants) HIIT sessions have taken place though July & Aug. Initial training sessions will be shorter than usual.	n/a	COVID-19 Officer and coaches		England Netball VNC activity
		How will you ensure all members, coaches, officials, volunteers and parents (if appropriate) understand the COVID-19 rule modifications	Rule modifications and a video are contained in the EN email sent to all members on 18th August 2020. A follow-up email will be sent to all Club members directing them to the EN email and website. A briefing will be given at the first training to ensure members are familiar with the changes.	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer and 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 system where possible. 15 mins between groups to allow departure / arrival and appropriate sanitisation. Spreading over multiple courts where possible. Parents to remain outside of court netting.	EN email 18th Aug 2020. Fairlands follow-up emails Signage	COVID-19 Officer , coaches and captains			
	How will traffic of people flow at your venue, do you need to establish a one way system?	As above	Signage	COVID-19 Officer , coaches and captains		Site signage	
	What guidance does the venue have in place and how will you ensure you implement it?	Venue risk assessment received & reviewed. Harris Academy - staff to meet us outside and escort us to the courts, wash hands on entry, doors to be propped open where possible, each letting group to be regarded as a 'bubble'	Venue risk assessments	COVID-19 Officer , coaches and captains			
	How will you communicate this with all members ahead of the sessions?	All members will be notified of changes to venue use, flows, procedures an protocols by email ahead of training sessions.	Fairlands follow-up emails	COVID-19 Officer			
Indoor Facilities	How will you ensure there is not an outdoor alternative venue that can be used?	We are not currently planning to use indoor facilities	n/a	n/a		Venue selector decision making tool	
	How will you ensure there is adequate ventilation in the indoor venue if an outdoor court can not be accessed?	We are not currently planning to use indoor facilities	n/a	n/a			
	How will you ensure you are fully aware of the venue operators procedures, including rigourous cleaning?	We are not currently planning to use indoor facilities	n/a	n/a			
	How will you ensure that strict hygiene and sanitisation protocols are undertaken	We are not currently planning to use indoor facilities	n/a	n/a			
Risk assessment	Who from your club will work with the venue provider to obtain a risk assessment for the venue?	COVID Officer	Venue risk assessments	COVID-19 Officer			
	How will you share with your members how the venue will operate and ensure you adhere to any elements within venue risk assessment	Members will be informed of the protocols at the venues via email in order to keep safe. Information will also be displayed at the venues.	Fairlands follow-up emails	COVID-19 Officer			
	How will you ensure the Pre-Venue check with enhanced COVID-19 checks are completed at every session and match	Coaches, captains and officials will have received the EN email of 13th August containing guidance on this.	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer , coaches, officials and captains		Pre Venue check	
Hygiene & cleaning	How will you ensure the venue being used is cleaned reguarly and in line with Government guidance?	All venues will be required to complete a risk assessment prior to use.	Venue risk assessments	COVID-19 Officer			
	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?	The venues will identify such points and ensure these are disinfected before and after customers attend the site	Venue risk assessments	Venue			
	How will you report any concerns if you are concerned about the cleaning within venues?	The COVID Officer will report to the venue staff	Venue risk assessments	COVID-19 Officer			
Changing Rooms & showers	How will you share with your members the need for them to arrive ready to play/train and that changing facilities are not available?	All members will be sent the England Netball players care package link to inform them of changes in changing facilities. They will also be notified by email and reinforced by captains on a weekly team sheets. Notice about changing facilites will also be displayed on entrance to venues.	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer		Arrival infographic	
	How will you share with any opposition for matches that changing rooms and showers are not available?	All opposition will be notified in advance on the fixture invitation about the availability of changing facilities.	Fixture invitations	League secretaries			
Toilets	What is the procedure for use of toilets at you venue?	Harris - One toilet will be allocated to us for the duration of our booking. This will be cleaned beforehand by the site staff and checked for adequate supply of soap and paper towels	Venue COVID-19 protocols	Venue			
	How will you share this with all members?	E-mail to all members and briefing before matches and training	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer			
	How will you share this with any opposition?	Captains to advise opposition on arrival	Signage	Captains			
Match Hospitality	How will you ensure refreshments/water are available to be re-plenished at your venue?	Harris - site staff will ensure water access is available to fill water bottles. Individuals to bring their own, named water bottles	School-space COVID-19 Customer Lettings Policy	Venue			

DURING ACTIVITY	Arrival & registration	How will you establish a drop off and pick up system that ensures large numbers at training/in venue is minimised?	15 minutes between sessions	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer		
		How will registration work at your club including matches ensuring health screening takes place before mixing with others?	We will use an app eg Pitchero for registration. A laminated copy of the COVID_19 symptom checker will be on display	Pitchero Fairlands follow up email	COVID-19 Officer , coaches, officials and captains		Arrival infographic
		How will you register all attendees whilst maintaining social distancing and ensuring verbal confirmation of being symptom free	We will use an app eg Pitchero for registration. Individuals will swipe using a QR code. A lamintaed copy of the COVID_19 symptom checker will be on display.	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer , coaches, officials and captains		
		What will your clubs procedure be if someone arrives who symptoms who is U18? Where will they wait for collection by responsible adult	The child will be asked to contact their parent for collection. A senior member of the club will escort them, socailly distanced, to a point of isolation outside whilst they wait.	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer , coaches, officials and captains		
	Activities	How will you ensure all coaches are aware of this plan and the latest guidance from England Netball when planning activities?	All coaches will read the England Netball coaches care package to ensure they understand procedures and can adapt activites.	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer and coaches		
		How will any breaks from activity be managed to ensure social distancing is maintained?	Breaks will be staggered to ensure that there is enough room to socially distance when resting. Individuals will be asked to station themselves 2m apart where possible.	n/a	COVID-19 Officer and coaches		
		How will you facilitate reminders of COIVID-19 rule modifications and common netball behaviours that need to be modified e.g. idle interactions Specifically thinking about younger players (particularly U11's) how will you ensure they COVID-19 rule modifications are constantly reinforced and players reminded of the behaviours they need to modify	Reminders at the start of training sessions and during matches. Any breaches will be quickly pulled up by coaches and officials As above. We don't have any U11's.	EN email 18th Aug 2020. Fairlands follow-up emails n/a	COVID-19 Officer, officials and coaches n/a		Rule Modifications
	Use of equipment	How will you ensure guidance from England Netball re equipment is adhered to?	Instructions are contained in the EN email sent to all members on 18th August 2020. A follow-up email will be sent to all Club members directing them to the EN email and website. A briefing will be given at the first training. Captains and umpires will be reminded before matches	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer, officials and coaches		Equipment sanitisation poster
		How will you ensure the sanitisation of netballs is able to happen regularly (minimum every 15 mins) throughout session?	Session game play and activities will be broken down into 15 minute periods so balls & equipment can be cleaned. 15 minutes gap between session to allow for equipment to be cleaned. A clean set of balls will be used for each group.		COVID-19 Officer , coaches, officials and captains		Equipment sanitisation poster
		How will you manage the use of bibs within your club/league to ensure they are not shared?	Additional sets of bibs will be purchased. At training we could play without bibs if necessary. During matches, we may have to limit each person to a max of two positions. W ewill only put bibs on the front of players		COVID-19 Officer , coaches, officials and captains		
	Injury treatment	How will you ensure first aid can be administered appropriately during COVID-19?	First aid will be administed with protective gloves and masks (provided in our first aid kits) and first aiders will follow the advice expressed by St Johns Ambulance		COVID-19 Officer , coaches, officials and captains		
		How will you ensure all qualified first aiders within your club are aware of the guidance from St Johns Ambulance?	All first aiders will be sent a copy of the advice expressed by St Johns Ambulance.		COVID-19 Officer & coaches		
	Spectators	What is your venues policy on spectators?	Harris - Parents are asked to wait outside the school		COVID-19 Officer		
		How will you communicate this with your members?	Email to all members	Fairlands follow up email. Coaches at venues	COVID-19 Officer & coaches		
	Hygiene & PPE	How will you manage during any competitions where away team have travelled a good distance. Where would any parents who had driven opposition wait?	[Harris Academy] Spectators are allowed on the premises providing they remain outside and socially distanced, not blocking any walkways and preferably do not use the toilet.		COVID-19 Officer		
		How will hand hygiene been maitained during every session and match?	During breaks and quarter/half time, players will have the oppourtunity to sanitise and clean hands.	EN email 18th Aug 2020. Fairlands follow-up emails	COVID-19 Officer , coaches, officials and captains		
		What PPE requirments are there for your club	We will equip every coach and captain with a COVID bag containing sanitising equipment - hand sanitiser, wipes, bin bags, gloves etc.We will put some disposable face masks and gloves in every first aid kit	n/a	Co-Chair		
		Who is responsible for ordering/sourcing/providing PPE within your club?	Club Co-Ordinator or Co-Chair	n/a	Club Co-Ordinator or Co-Chair		
	Test & Trace	How will specific volunteers notify when any additional PPE or sanitisation products are required?	Volunteers will be able to contact the above to notify of any products that need replenishing.	n/a	Club Co-ordinator		
		Who will be contacted and how will they communicate with others any positive cases of COVID-19?	COVID officer will be notified of any positive cases. COVID officer will refer to registrations and use contact details from Engage / club distribution list/Pitchero to notify other members/attendees. COVID officer will contact the relevant league secretary for opposition and umpire details in the case of matches.	Pitchero for registrations	COVID-19 Officer , coaches, officials and captains		
How will your club check and review the operations of club sessions and activities?		Committee meetings and ongoing feedback from members	Committee meeting minutes	Committee			
Review	How will any updates to any procedures or club protocols be issued to all members?	All members will be emailed and notified by the COVID officer and by captains of any changes in club protocols.	EN updates Fairlands follow-up emails	COVID-19 Officer			
	When will this plan be reviewed in it's whole?	At Christmas, or earlier of there is a change to the roadmap position, or if there is a change to EN guidelines	Committee meeting minutes	Committee			

POST ACTIVITY

Breach in guidance	How will the club committee operate during COVID-19 to ensure timely decisions, reviews and understanding of most up to date guidance?	Regular committee meetings. All committee members will look out for EN communications.	Committee meeting minutes	Committee		
	What procedure will you have in place to manage any breach in the guidance?	COVID officer will speak to the individual to remind them of the agreements they have signed and to ask them to comply with the requirements henceforth, otherwise they will be asked to leave the club	Club constitution	COVID-19 Officer		
	What procedure will you have in place to manage any severe and consistent breach in guidance	The individual will be asked to leave the club	Club constitution	COVID-19 Officer and committee		