

RISK ASSESSMENT - Spectators and Ground						
CLUB: Hitchin Town FC		LEAGUE: Southern League				
COVID-19 OFFICER: David Tudball						
What are the hazards	Who might be harmed	Controls required	Additional Controls	Action by who?	Action by when?	Date complete
Spreading of coronavirus at entry points	Spectators Volunteers Officials Players	Agree safe and manageable ground capacity for games	Capacity set at 500 paying spectators	Covid Team	23/7/20	23/7/20
			Away supporters: Advance online sales only, maximum 50.	Covid Team	23/7/20	23/7/20
		Ticketing arrangements to mitigate risk in queuing in pinch point outside stadium.	Use of advance online ticket purchasing and season ticket sales. (This will also ensure data collection for NHS Track and Trace)	Chris Newbold	End August	
		Establish a safe and manageable socially distanced queuing system outside the stadium.	Use gates for scanned entry rather than turnstiles to minimise queuing and potential spreading from touching turnstiles.	Covid Team	8/9/20	
People turning up without tickets	Volunteers Spectators	Ensure hand sanitiser is always present and available for use at entry points to ground.	Process in place for regular replenishment	Covid Team	8/9/20	
		Maximise social media and notices to give advance notice that there will be no paying on turnstiles.	Stewarding at entry points to support volunteers and handle any dissensions.	Covid Team	End August	
			Notices on turnstiles stating no on the day cash entry.	Covid Team	7 days before first game	
			Advance notices in Social Club	Covid Team		

Spreading of coronavirus within Stadium	Spectators Volunteers Officials Players	Entry to stadium and during game: All spectators to adhere to the laid-down plans for movement within the stadium. Generally there will be a one-way system in operation around the stadium.	All Marshalls and Stewards to attend a briefing from Covid Officer prior to opening of stadium and receive instructions and placements	DT	Match Day
			Marshalls positioned to ensure that spectators enter in their chosen direction (depending where they want to stand), and to prevent spectators stopping in the area just inside the main turnstiles.	Covid Team/KD	
			More Marshalls/Stewards appropriately stationed around ground to ensure spectators are correctly directed to the place which they wish to stand.	DT/Team	
			Signage and directional arrows produced to support direction of spectators	DT/MD	7 days before first game
			Publish the plans on website to ensure spectators can refer to them in advance.	Chris Newbold	
		Social Distancing during the match	Seats: Alternate rows to be sealed off	Covid Team	
	Terracing: Plenty of Social Distancing reminder notices	Covid Team			
Adverse Weather, people seeking cover	Tannoy reminders for spectators to keep 1 metre plus socially distanced	Covid Team			

		<p>Non-Compliance of Social Distancing</p> <p>Canary Club Bar There will be no access to and from the Canary Club Bar once entering the ground until half time.</p> <p>Spectators insist on exit before game/during first half</p> <p>Return to Ground from Canary Club Bar for Second Half: Possible attempted fraudulent entry by non-paying people</p>	<p>Stewards to issue reminders in obvious cases of less than 1m.</p> <p>Tannoy messages as frequent as necessary to remind spectators to keep two metres apart wherever possible, but one metre plus at all times.</p> <p>Allow exit via main gate? No re-entry permitted until after half time</p> <p>Stewarding at entry/re-entry point to support volunteers and handle any dissentions.</p> <p>Spectators will have to produce their season ticket/match ticket (paper copy or show the relevant document on their phone) when returning to the ground, and have it scanned again.</p>	<p>DT</p> <p>DT/KD</p> <p>DT/KD</p> <p>Covid Team</p>		
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		<p>Disabled, mobility impaired and infirm spectators</p> <p>Increased risk of Covid Spread by bar visit</p> <p>Retaining Social Distancing at end of game</p> <p>Disabled/Wheelchair Spectators, Pushchairs and Buggies: <i>To be allocated to the best points to maintain social distancing (open area between Fishponds Road stand and the Main Stand, and the grassed area between the Main Stand and the Bedford Road end). These cannot be accommodated in stands under cover.</i></p>	<p>Consideration should be given for any disabled or infirm spectator to be allowed to return by the simplest route whilst maintaining social distancing.</p> <p>Marshalling on hand to guide in correct direction and ensure social distancing is maintained</p> <p>Hand Sanitiser to be available on a small table before people re-enter the ground.</p> <p>At the end of the game we will have as many exit gates open as possible, depending on the number of Marshalls and Stewards available</p> <p>PA announcement, five minutes before the end of the game, to ask supporters to delay their exit by a couple of minutes to ensure social distancing is observed at the exits</p> <p>Marshalls and/or Stewards to direct and monitor</p>		
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