|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **What****are the****hazards?** | **Who might be****harmed?** | **Controls required** | **Additional controls** | **Action****by****whom?** | **Action****by****when?** | **Date****completed** |
| **Spread of****COVID-19** | Users• Workers• Cleaners• Pitch contractors | **PROMOTING GOOD HYGIENE:**• Provide additional hand sanitisers throughout theclubhouse.• Clearly direct people to where they can wash their hands.• Ensure that all handwashing stations are in good workingorder and provide soap, water and hand sanitiser.• Provide hygiene standards promotional poster andsignage throughout the clubhouse.• Use disposable paper towels in handwashing facilities. | Hourly check process (sanitiser, soap and papertowels and handwashing stations).• Daily stock check (sanitiser, soap and papertowels).• Daily check (promotion posters and signage).• Train all workers on new protocols and theimportant of good hygiene. |  |  |  |
| **What****are the****hazards?** | **Who might be****harmed?** | **Controls required** | **Additional controls** | **Action****by****whom?** | **Action****by****when?** | **Date****completed** |
| **Spread of****COVID-19** | Users• Workers• Cleaners• Pitch contractors | **KEEP FACILITIES AND EQUIPMENT CLEAN:**• Daily cleaning throughout the clubhouse.• Identify high-contact touch points for more regularcleaning (e.g. door handles, grab rails, vending machines).• Frequent cleaning of work areas and equipment betweenuse.• Provide more waste facilities.• Remove any non-essential items that may be difficultto clean.• Follow Public Health England guidance if a COVID-19 caseis reported at the facility. | A responsible person to check cleaning has takenplace as planned.• Weekly stock check (cleaning products).• Empty waste facilities regularly.• Train all workers on Public Health Englandguidance for reported COVID-19 cases. |  |  |  |
| **What****are the****hazards?** | **Who might be****harmed?** | **Controls required** | **Additional controls** | **Action****by****whom?** | **Action****by****when?** | **Date****completed** |
| **Spread of****COVID-19** | Users• Workers• Cleaners• Pitch contractors | **MAINTAINING SOCIAL DISTANCING AND AVOIDING****CONGESTION:**• Provide signage so people can find their destinationquickly.• Review how people walk through the clubhouse andadjust this to reduce congestion and contact betweenusers .• Regulate the entry to the clubhouse to avoidovercrowding.• Apply two metre markings to the clubhouse entrance /toilets / and the queue to the café serving hatch.• One-way arrow markings to help foot traffic flowmanagement.• Single-use doorways to avoid congestion i.e. one-wayonly entrances / exits.• Single / limited use of toilet facilities to avoid congestionin confined spaces. | Monitor effectiveness, especially at peak times.• Train workers to promote compliance to facilityusers.• Train workers to report / deal with issues of noncompliance.• Daily check (promotion posters and signage). |  |  |  |