



















RISK ASSESSMENT AND METHOD STATEMENT (RAMS)

		RAMS Title: 'COVID-19' Sevenoaks Town FC 3G pitch Quarantine Room and Decontamination			RAMS Document Control: STFC – COVID-19 Stage 2&3 v 1.3			RAMS Risk Rating D4 - HIGH	
Date:	25 March 2021	Site:	Bourne Stadium	Who Might Be Harmed: (insert ✓)	Volunteer	Player	Coach	Visitor	
Review:	Sept 2021	Assessed By:	Paul Lansdale – Chairman and Justin Baker – FCCA, IOSH Managing Safety (Volunteer)		✓	✓	✓	✓	

Known Hazards (insert ✓)								PPE to be Used (insert ✓)								
																
		✓				✓	✓		✓	✓					✓	

Equipment Required:

Disposable Face Mask,
Disposable Gloves
Disposable safety glasses

Activity	Task Specific Hazard(s)	Risk Rating			Control Measure(s)	Residual Risk		
		Probability	Severity	Rating		Probability	Severity	Rating
Communication	Infection risk of Covid-19	3	4	12	<ul style="list-style-type: none"> Communication to all volunteers/coaches/players/parents giving instructions and use of isolation room in the event of person showing symptoms of COVID19 while on site. 	1	4	4

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					<ul style="list-style-type: none"> • Anyone with symptoms or in contact with person with symptoms are informed not to come into the stadium and self-isolate and seek medical assistance. • Quarantine Room clearly labelled and kept secure while not in use. 			
Access Control	Infection risk of Covid-19	3	4	12	<ul style="list-style-type: none"> • All people entering the stadium will have to undertake a temperature check before being submitted. • Any person failing the temperature check will not be permitted to enter site and asked to seek medical advice. • Only those showing symptoms will enter the quarantine room to wait for collection by their family member/guardian. 	1	4	4
H&S Arrangements	Infection risk of Covid-19	3	4	12	<ul style="list-style-type: none"> • Medical provision is available which will include gloves, face mask and safety glasses. • Social distancing must still be maintained in the quarantine room and the door to be left open for ventilation and for safeguarding. • Accompanying individual should stand at the doorway unless first aid is required. • Accompanying individual must wait until the person taken ill is collected by their family member/guardian. • A quarantine room has been allocated which has direct access to the outdoors and toilet facilities. 	2	4	8
Cleaning	Infection risk of Covid-19	3	4	12	<ul style="list-style-type: none"> • Wait 15 mins after the person has left the isolation room with the door open to ventilate the area. • After 15 mins the Sanitising fogging cans are available to disinfect the isolation room and these sanitising fogging cans will be stored in the isolation room. • Additional disinfection cleaning will be carried out if necessary. • For confirmed cases of COVID-19 the isolation room will be used for the individual and instead a cleaning contractor will be requested to attend site to carry out the appropriate decontamination clean to the area. • The quarantine room will be secured until such time that the decontamination clean has taken place. 	2	4	8

PROBABILITY X SEVERITY = RISK RATING (USING BOSTON SQUARE);

1 to 6 Controls are adequate; 8 to 12 Review controls, take additional action if required; 15 to 25 Urgent actions required, Stop Work.

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Method Statement:		Risk Assessment Number:	COVID19 Stage 2&3 v1.3
Risk Assessment Title:	'COVID-19' Stage 2&3 – Bourne Stadium Isolation Room and Decontamination	PAT Test/Inspection Due:	N/A
Definition:			
Personal Protective Equipment (PPE) is all equipment including clothing affording protection which is intended to be worn or be held by a person at work and which protects them against one or more risks to their health and safety e.g. face masks, hand sanitiser, gloves, safety glasses, etc.			
Legal Duties:			
Any PPE is to be provided free of charge and when issued, you are legally obliged to wear it as identified by the relevant risk assessment.			

PROCEDURE & CONTROL MEASURES	
COVID-19	
https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/	
This RAMS gives strict guidance on the risks and control measures for use and decontamination of the Quarantine Rooms at Bourne Stadium.	
<ul style="list-style-type: none"> • The Quarantine Room will be clearly labelled and is the Boardroom which is a wooden shed located past the him and away changing rooms. • This room will be kept locked with access available to team coaches carrying out any training sessions or matches. • Place any individual showing signs of COVID-19 or have been confirmed as having COVID-19 into the quarantine room if they are unable to leave site immediately. • Keep social distancing at all times unless first aid is to be administered in which case ensure you are wearing all appropriate PPE to administer first aid. • Only the individuals that are showing symptoms of COVID-19 should enter the quarantine room with the accompanying person standing at the door way. The accompanying adult should only enter the room to administer first aid. • If entering the quarantine room, you should wear as a minimum, face mask, safety glasses and gloves plus any other first aid PPE required. 	

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- Remain at the quarantine room with the door open until a family member or guardian has collected the individual that has been placed in the quarantine room.
- Once the individual has been collected and left the room you must place any PPE being worn in the bin located just inside the entrance of the quarantine room but do not remove the bin.

Individual showing symptoms - Decontamination of Room - (Stage 2)

- You can use the sanitiser fogger cans located in the quarantine room to decontaminate the area as follows:-
 - Place sanitiser fogger can in the centre of the room about a metre off the floor
 - Close the window if open
 - Press Button to release sanitiser, leave the room and close the door behind you
 - **Leave room undisturbed for 30 minutes DO NOT ENTER as the fogging chemical can be harmful to the eyes and lungs.**
 - After 30 mins open all the doors and windows and allow to ventilate for 15 minutes
- The waste sack can be removed during normal cleaning program and the room is available to be reused after decontamination completed.

CONFIRMED CASES OF COVID -19 (Stage 3)

If you have a confirmed case of COVID-19 then you must secure the quarantine room after removing your PPE and ensure no one enters. Do not attempt to sanitise the room but contact Paul Lansdale so that Public Health England can be contacted. In addition, Wetton Cleaning Services Limited will provide a decontamination cleaning service to the room. Wetton can be contacted on healthandsafety@wetttons.co.uk or you can call Justin Baker of Wetton on 07788 871414.

The secondary quarantine room will become available to use until such time as the decontamination cleaning program has been completed.

ADDITIONAL INFORMATION

**Ensure that you follow social distancing measures at all times. Always wear PPE when required.
If you are unsure of any process then please ask.**

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RISK MATRIX		Severity				
		1: Insignificant	2: Minor	3: Moderate	4: Major	5: Catastrophic
Likelihood	A: CERTAIN (> 90%)	Moderate	High	EXTREME	EXTREME	EXTREME
	B: LIKELY (50 to 90%)	Moderate	Moderate	High	EXTREME	EXTREME
	C: POSSIBLE (20 to 49%)	Low	Moderate	High	EXTREME	EXTREME
	D: UNLIKELY (5 to 19%)	Low	Low	Moderate	High	EXTREME
	E: RARE (<5%)	Low	Low	Moderate	Moderate	High

	<i>Paul Lansdale</i>	Name:	Paul Lansdale	Position:	Covid officer	Date:	25 March 2021
Comments:						Review Date:	Sept 2021
Completed By:		Name:		Position:		Date:	
Comments:						Review Date:	Sept 2021



World Health Organization

Recovered 03Mar20 from: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public>

Wash your hands

Wash your hands with soap and running water when **hands are visibly dirty**



If your **hands are not visibly dirty**, frequently clean them by using alcohol-based hand rub or soap and water



World Health Organization

Protect others from getting sick

When coughing and sneezing **cover mouth and nose** with flexed elbow or tissue



Throw tissue into closed bin immediately after use

Clean hands with alcohol-based hand rub or soap and water after coughing or sneezing and when caring for the sick



World Health Organization

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Employee/Volunteer/Coach			Trainer		
Name	Ref Number	Signature	Name	Signature	Date

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Coach/Volnteer/ Employee			Trainer		
Name	Ref. Number	Signature	Name	Signature	Date