

# COVID-19 HEALTH AND SAFETY PLAN

## Newry RFC



NEWRY RFC	
Prepared By:	Gerald Hadden
Position:	COVID 19 Safety Officer
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Amended	



## CLUB COVID 19 POLICY STATEMENT

Newry RFC is committed to providing a safe and healthy workplace for all our players, members, visitors and customers. To ensure that, we have developed the following COVID-19 Response Plan. All managers, supervisors, coaches, players and club-members are responsible for the implementation of this plan and a combined effort will help contain the spread of the virus. We will:

- continue to monitor our COVID-19 response and amend this plan in consultation with our management committee and members
- provide up to date information to our workers and members on the Public Health advice issued by the NHS
- display information on the signs and symptoms of COVID-19 and correct hand washing techniques
- inform all members and visitors of essential hygiene and respiratory etiquette and physical distancing requirements
- adapt the workplace to facilitate physical distancing
- keep a log of contact / group work, training partners and pods to help with contact tracing
- have all volunteers attend an induction / familiarisation briefing
- develop a procedure to be followed in the event of someone showing symptoms of COVID-19 while not at home
- provide instructions for workers to follow if they develop signs and symptoms of COVID-19 whilst on club property
- intensify cleaning in line with government advice
- All managers, supervisors, coaches, players and volunteers will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions. This can be done through the Covid 19 Safety Officer.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Mr Sean Pieterston

Chairman Newry RFC



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## BACKGROUND

### COVID-19

Coronavirus disease (COVID-19) is an infectious disease caused by Severe Acute Respiratory Syndrome Coronavirus2 (SARS-CoV-2). Most people (8/10) infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

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### HOW IT SPREADS

The virus is spread from people in fluid and droplets scattered from the nose or mouth of an infected person when that person coughs, sneezes, or speaks. The droplets can land on surfaces, and other people contaminate their hands by touching these objects or surfaces and then bring the virus into contact with their eyes, nose or mouth by touching them with their contaminated hands. Although spread is more likely to occur through close contact with someone who is already infected with the virus.

It is still not known how long the virus survives on surfaces in different conditions. The period of survival may vary under different conditions (e.g. type of surface, temperature or humidity of the environment). Studies indicate that it can persist on surfaces for hours and up to several days in the absence of effective cleaning. Simple household disinfectants can kill the virus. Surfaces should be cleaned first and then disinfected.

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### SYMPTOMS

The following symptoms may develop in the 14 days after exposure to someone who has COVID-19.

- Cough
- Difficulty in Breathing
- Fever/High Temperature
- Sore Throat
- Runny Nose
- Flu like symptoms
- Rash
- Loss Of Smell/Taste

It is important to note that some people infected with the virus, so called asymptomatic cases, can demonstrate no symptoms at all, yet can infect others. People who are showing these symptoms **must not** show up to training. Instead they **must** self-isolate and report to their doctor for further information on COVID-19 testing.

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### NHS GUIDELINES

To prevent infection and to slow transmission of COVID-19, do the following:

- Wash your hands regularly with soap and water or clean them with alcohol-based hand rub.
- Maintain at least 2 metre distance between you and another person.
- Avoid touching your face.
- Cover your mouth and nose when coughing or sneezing.
- Stay home if you feel unwell.



## INTRODUCTION

### SCOPE

The Return to Rugby policies and Guidelines outlined in the below document are created to be implemented in response to COVID-19. The main objective is the safe returning to rugby for all members and communities.

These recommendations have been based on the advice of the Northern Ireland Executive, The National Health Service (NHS), the World Health Organisation (WHO), Northern Ireland the Public Health Agency (PHA) and the European Centre for Disease Control (ECDC). IRFU have also gained advice from other World Rugby organisations and sporting groups who are at varying stages of reopening their societies. It should be noted that this is a living document and may be revised following updated advice from the above organisations.

### REFERENCE DOCUMENTS

In undertaking the assessment reference has been made to the following guidance documents:

- WHO Getting your workplace ready for COVID-19
- Sport NI Framework for resumption of Sport and physical recreation in NI
- NI Direct Coronavirus Recovery Plan
- The Health and Safety at Work (Northern Ireland) Order 1978

The recommendations outlined in this document are in line with above guidance documents as well as Government guidelines in place at the time of writing. This document is a live document and will be updated as new information and guidelines are issued.



## INTRODUCTION TO THE CLUB

### **Newry Rugby Club**

Telford Park  
25 Hilltown Road  
Newry  
BT34 2LJ

The return to full training and playing rugby will not be an overnight matter and we will see a graduated return system with social distancing measures being applied in all the club's activities in the short and long term.

Newry RFC have adopted the Return to Rugby IRFU Guidelines as the basis for the safe, managed and graduated return to all the club's activities.

This safety plan has been prepared by Newry RFC as required by the IRFU to inform all members, visitors and all others who may use our facilities. We must carry out risk assessment on all the clubs' activities to ensure the safety of all our members, staff, visitors and all who use our club's facilities.

The best way to protect all these persons is by limiting our numbers in the club, practicing Social Distancing reinforcing respiratory etiquette, limiting the use of, and cleaning, equipment and prohibiting visitors and spectators. We must have arrangements in place for dealing with any cases of COVID 19 that arise within the Club.

Based on section 2.6.5 of the Sort NI "A Framework to guide progression towards resumption of sport and physical recreation in Northern Ireland" and with consideration to the need to be adaptive to timelines, Newry RFC have prepared the following Safety Plan for the Club's return to training and playing Rugby.

Date	Activity	Team
W/C 06/07/20	Non-contact, socially distanced training resumes, without balls, numbers limited as per government guidelines.	Seniors Only
	Youth registrations opened phase 1 – online only.	U18/U16 Boys & Girls
W/C 20/07/20	Youth registrations opened phase 2 – online only	U14/U12 Boys & Girls
	Non-contact, socially distanced training resumes, without balls, numbers limited as per government guidelines.	U18/U16
W/C 03/08/20	Non-contact, socially distanced training resumes, without balls, numbers limited as per government guidelines.	U14/U12



W/C 10/08/20	Non-contact, socially distanced training with balls commences in small training pods -phased if guidelines allow	Seniors/U18/U16
W/C 17/08/20	Further return to normal training resumes, depending on review of Government and NHS Guidance at the time.	Seniors/U18/U16/U14/U12 Girls/Minis

## RETURN TO PLAY INDUCTION

In advance of returning to training, it is essential that ALL players and coaching staff complete a COVID 19 Induction Training programme and return to play questionnaire. (Attached at Appendix A) This is depending on limiting numbers and ensuring social distancing can be maintained at all times.

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## SYMPTOMS

Any player, coach or other potential visitor displaying symptoms of COVID 19 must instantly remove themselves from the club and commence self-isolation at home. Medical guidance should be sought from the latest COVID 19 protocol found at [www.gov.uk](http://www.gov.uk)

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## GENERAL HEALTH

Covid 19 will continue to circulate following this relaxation of lockdown measures. Persons who are asymptomatic, are still capable of spreading this virus.

Any return to full contact action will involve a relaxation of the social distancing rules recommended in the wider community at that time. Adult players, parents of underage players, spectators and other club members must make an informed individual decision regarding attendance at Newry RFC based on their age, their own medical history, and the medical history of those living in their household.





## ROLES AND RESPONSIBILITIES

### CLUBS AND VENUES

Newry RFC have

- Appointed a COVID-19 Safety Committee member, chaired by the COVID-19 Club Safety Officer.
- Appoint an appropriate number of COVID-19 Compliance Officers.
- Ensured COVID-19 Risk Assessment is carried out by Competent Person (A competent person is someone who has sufficient training and experience or knowledge and other qualities that allow them to undertake the task)
- Ensured COVID-19 Health and Safety Plan is prepared
- Ensured adequate controls and procedures are in place at all times
- Undertaken to revise/update the above when new information becomes available from Government and Health Authorities

### COVID-19 CLUB SAFETY OFFICER

The **COVID-19 CLUB Safety Officer** shall undertake the following duties, or delegate them to a named and competent member of the Club Committee:

- Lead the Safety Committee which may be comprised of the COVID-19 Club Compliance Officers, Coaches, Referees, Committee Members, First Aid Responders, and any other relevant persons.
- Nominating participants to act as the COVID-19 Club compliance officers. The number of COVID-19 CLUB Compliance Officers will be proportional to the size of the club, the number of teams and number players. It is likely these individuals will be coaches or team managers. A COVID-19 Club Compliance Officer must be present at all club activities.
- Receive updates from COVID-19 Club Compliance officers on activities.
- Assessing risks (carry out Risk Assessments), developing Club Covid-19 Safety Plan.
- Putting procedures in place for club members to return to rugby in line with forthcoming guidance from the IRFU and published guidance from member state Governments.
- Keep updated with ongoing Government, Health Authority and IRFU advice and update the procedures accordingly
- Communicate with members on latest updates and changes to training and club activities
- Develop an emergency response in line with Government, Health Authority and IRFU advice, guidance on how to deal with a suspected COVID-19 case
- Ensuring that all management and club members are provided with and participate in necessary induction, training, and adhoc briefings
- Co-ordinate adhoc briefings when required to communicate messages about good hygiene, respiratory etiquette and physical distancing
- Ensure all management & members have returned their Pre-Return to Rugby Personal Assessment Declaration. Attached at Appendix A
- Providing safe equipment including personal protective equipment, where necessary.



- Ensuring signage and information relating to COVID-19 symptoms and hygiene requirements are in place
- Ensuring signage and information relating to IRFU and Club rules and requirements with respect to COVID-19 are in place.
- Ensure action checklists for the COVID-19 CLUB Compliance Officers are completed.
- Address any club member concerns
- Report to Club Executive Committee regularly

#### COVID-19 CLUB COMPLIANCE OFFICER

**COVID-19 CLUB Compliance Officer** will carry out the day to day monitoring of compliance with protocols as set out in the Return to Rugby Guidance Document. The number of COVID-19 Club Compliance Officers will be proportional to the size of the club, the number of teams and number players. It is likely these individuals will be coaches or team managers. A COVID-19 Club Compliance Officer must be present at all Club activities.

The COVID-19 Club Compliance Officer shall:

- Monitor activity to ensure social distancing and hygiene rules are followed.
- Complete the action checklist (daily, weekly, monthly) and provide to the COVID-19 Club Safety Officer.
- Ensure players and club members are aware of COVID-19 and the clubs' procedures
- Facilitate training of players and club members, where required.
- Keep updated with all new Government, NHS and IRFU guidelines
- Report to the COVID-19 Club Safety Officer with any updates
- Review IRFU Pre-Return to Rugby Personal Assessment Declaration provided by members
- Maintain confidentiality of suspected cases
- Provide safe equipment including personal protective equipment, where necessary
- Follow protocols for persons showing symptoms of COVID-19.
- Assist in contact tracing should there be a confirmed case of COVID-19.
- Keep in contact with any member with a suspected case and attain confirmation from them to allow their return to play

Advise in instances where non-compliance with social distancing, respiratory etiquette and hygiene rules are observed.

#### COACHES/ REFEREES

Coaches/Referees have a responsibility to ensure that training activities and Club operations do not cause unnecessary risks to players and the wider community. They shall achieve this through:

- Liaising with the nominated COVID-19 Club Compliance Officers, if not acting in this position
- Participating in COVID-19 training as required
- Planning training activities to align with those permitted at any given time



- Educate teams and reinforce good personal hygiene and etiquette, physical or social distancing and handwashing

## PLAYERS/ PARTICIPANTS

Players/ Participants of the clubs have a responsibility to act in a safe and respectable manner while at the grounds. Failure to do so could result in the formation of clusters at the club endangering the wider community. All Players/Participants should be advised to:

- Make themselves aware of the symptoms of COVID-19 and monitor their own wellbeing.
- Complete IRFU Pre-Return to Rugby Personal Assessment Declaration and give to COVID-19 Club Compliance Officer a minimum of 3 days before returning.
- Participate in the induction, and any training provided by the COVID-19 Club Safety Officer and COVID-19 Club Compliance Officers
- Read and Follow the club's procedures
- Practice a high level of personal hygiene by washing their hands frequently
- Keep a contact log of direct contact with other people
- Make themselves aware of the symptoms of COVID-19 and monitor their own wellbeing.
- Be open and honest if they have been in contact with a COVID-19 case or suspected case
- Self-Isolate at home and contact their GP if they display any symptoms.
- Complete IRFU Pre-Return to Rugby Personal Assessment Declaration and give to COVID-19 Club Compliance Officer a minimum of 3 days before returning.
- Participate in the induction, and any training provided by the COVID-19 Response Management Team
- Report to the COVID-19 Club Compliance Officer immediately if they develop symptoms while at the training
- Complete any temperature testing as implemented by the COVID-19 Response Management Team in line with Public Health advice
- Read the club's procedures and confirm they understand
- Practice a high level of hygiene
- Ensure their next of kin is on file
- Listen to ongoing NHS & Government advice
- Keep a contact log of direct contact with other people
- Following suspicion of COVID-19, or recovery from the illness, provide a return to rugby letter from the Doctor or personal declaration

## PARENTS AND GUARDIANS

Parents and Guardians are required to adhere to requirements as set out the above section. They are also responsible for ensuring children under their care act in accordance with the requirements listed above..



## RISK ASSESSMENT

Newry RFC have undertaken a full site specific risk assessment, copies of which are attached as Appendix B.

### RISK ASSESSMENT METHODOLOGY

#### IDENTIFICATION OF RISK ITEMS

The first step in the process is to identify those hazards which present a risk of a spread of infection between persons.

In keeping with typical Risk Assessment methodology, hazards in this document are referenced as Risk Items. The Risk Items will typically be either management issues (e.g. poor sanitation practices), physical features which act as shared touchpoints which will allow the spread of the virus, or physical features which do not allow adequate physical distancing between persons.

The identification of Risk Items are based on assessment against the recommendations in the relevant guidance documents as applied to an organisation having regard to the application of professional judgement and common sense to the particular circumstances.

#### INSPECTION METHODOLOGY:

The inspection of the premises should be a visual inspection of club facilities. The inspection should also include any observations of physical limitations or installations, cleaning methods, specific work practices, administrative processes and so forth.

#### EVALUATION OF RISK ITEMS

The second step in the process is to rate each Risk Item. This involves three sub-steps as follows:

- Assign an Occurrence Rating to the Risk Item (Likelihood)
- Assign an Impact Rating to the Risk Item (Anticipated Severity)
- Assign an overall score to the Risk which is product of the Likelihood and Impact rating to give an overall Risk Rating

The likelihood rating is judged by reference to the likelihood of the Risk Item occurring in accordance with the following scoring criteria:

1	2	3	4	5
<b><u>Rare/Remote</u></b>	<b><u>Unlikely</u></b>	<b><u>Possible</u></b>	<b><u>Probable</u></b>	<b><u>Almost Certain</u></b>



Impact Scoring is based on the anticipated severity of the outcome. In scoring impact, the Risk Item is graded from 1 to 5, with 5 indicating the most serious outcome and 1 the least severe outcome. The scoring criteria are as follows:

1	2	3	4	5
Negligible Harm (Escape Unharmd)	Minor Harm (Minor Injury)	Moderate Harm (Injury)	Major Harm (Major Injury/Death)	Extreme Harm (Multiple Deaths)

The product of the two scoring outcomes provides an overall Risk Rating based on the following table:

		SEVERITY				
		EXTREME HARM 5	MAJOR HARM 4	MODERATE HARM 3	MINOR HARM 2	NEGLIGIBLE HARM 1
LIKELIHOOD	ALMOST CERTAIN 5	25	20	15	10	5
	PROBABLE 4	20	16	12	8	4
	POSSIBLE 3	15	12	9	6	3
	UNLIKELY 2	10	8	6	4	2
	RARE 1	5	4	3	2	1

The numerical scale used is to allow comparisons of the risk levels only. No literal meaning is implied by the scoring level.

KEY TOSHADING		
15 - 25	Level of risk is unacceptable.	HIGH
8 - 12	Level of risk may be tolerable. Seek to reduce level of risk.	MEDIUM
1 - 6	Level of risk is acceptable	LOW



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## WHO IS AFFECTED BY THE RISK

Abbreviations used in the 'To Whom' column of the assessment relate to:

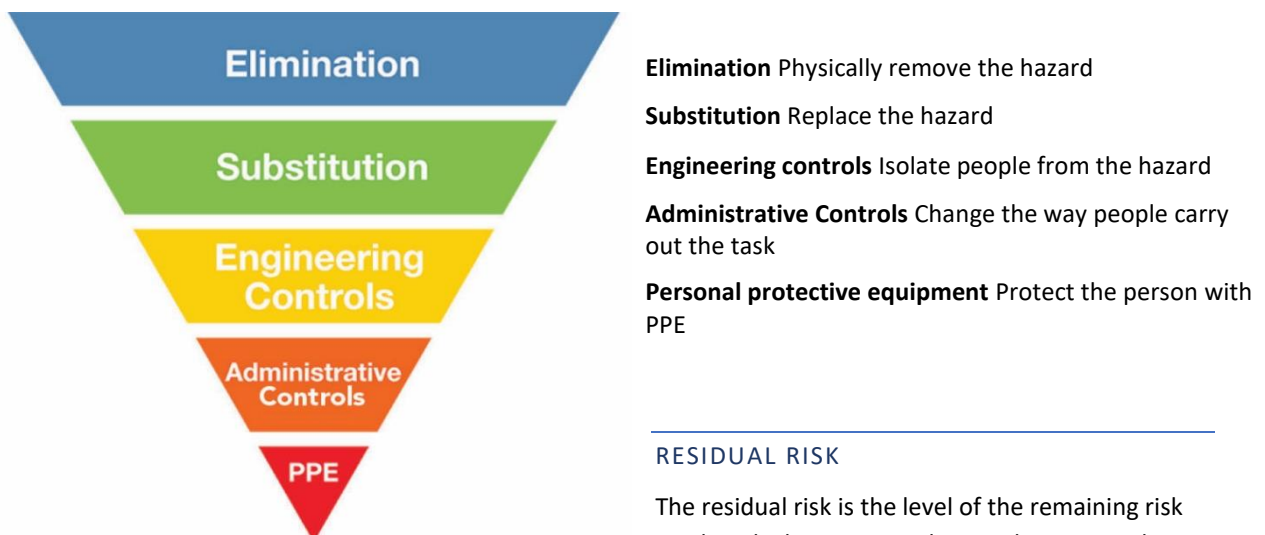
- P = Public
- S = Sports Players/ Participants/Members
- V = Visitors

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## CONTROL MEASURES

The control measures, indicated within the fifth column of the assessment, and further detailed in Section 5.0, named 'Proposed Criteria for Resumption' below, are considered to be reasonably practicable measures, to mitigate or eliminate the Risk Items. The objective is to reduce; either immediately or within a reasonable timeframe; the level of risk completely or to a tolerable or acceptable level.

Below is the Hierarchy of controls which should be considered when carrying out a Risk Assessment at your club.



been applied. It is necessary to ensure that the risk control measures are fully implemented to achieve these levels.

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## RISK ASSESSMENT RESULTS

Results of club risk assessment of the day to day activities for running the clubs is recorded in tables and attached as Appendix B.



## PROPOSED CRITERIA FOR RESUMPTION

### HIERARCHY OF CONTROLS

The selection and implementation of the most appropriate method of risk or hazard control is a crucial part of the risk assessment process. The following hierarchy should be used when deciding on control measures, starting with the first in the list and working down to the last resort, which is the provision of personal protective equipment and clothing.

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#### ELIMINATION

Eliminating the hazard entirely from the workplace is the best way to control it. Examples of this would be providing a lifting device, which eliminates the need to carry out manual handling or disposing of unwanted chemicals.

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#### SUBSTITUTION

If not possible to eliminate the hazard, replace it with something less hazardous, which will perform the same task in a satisfactory manner. Examples are substituting a hazardous chemical with a less toxic one or substituting a smaller package or container to reduce the risk of manual handling injuries.

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#### ENGINEERING SOLUTIONS

If the hazard cannot be eliminated or a safer substitute implemented, then reduce the chance of hazardous contact. Examples of engineering controls are:

- Enclosure (enclose in a way that eliminates or controls the risk)
- Guarding/segregation of people
- Interlocks and cut-off switches; and
- Exhaust fans./Air Conditioning

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#### ADMINISTRATIVE SOLUTIONS

These are the management strategies, which can be introduced, training, job rotation, limitation of exposure time, provision of written work procedures. For example:

- Safe systems of work that reduce the risk to an acceptable level
- Written procedures that are known and understood by those affected
- Adequate supervision
- Identification of training needs and provision of appropriate training; and
- Information/instruction (signs, handouts)

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#### PERSONAL PROTECTIVE EQUIPMENT & CLOTHING

Personal protective equipment and clothing should always be considered as a last resort. PPE can also be used as an interim measure to reduce exposure to a hazard. Some examples of PPE include; masks, ear plugs, respirators, helmets, boots, safety shoes, overalls, etc.



- The most effective way to control risk is obviously to remove it. Elimination is by definition 100% effective. The further you go down the (hierarchy) list the less effective the methods become. Training for example has been estimated as being only 10% effective.
- It is also worth bearing in mind that the amount of management and supervisory effort needed to maintain the controls is in inverse rank order. In other words, item 5 takes most effort to maintain and item 1 is the least effort.

## PERSONAL HYGIENE AND ETIQUETTE

Personal hygiene practices and respiratory etiquette are important to prevent the spread of COVID-19. Advice, as well as appropriate NHS signage should be put in place advising on these practices.

The COVID-19 Club Safety Officer and COVID-19 Club Compliance Officers, herein referred to as COVID-19 response team must ensure that appropriate hygiene facilities are in place.

To include:

- Hand sanitisers/hand wipes and/or hand washing facilities are readily available
- Bins/bags for disposal of tissues are available
- Bins to be emptied at regular intervals
- Disinfectant is readily available to allow members to clean areas and equipment.
- A No-Hand Shaking / Physical Greeting Policy is put in place

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## PREVENTION OF SPREAD

In order to reduce the likelihood of spreading the virus members are advised to:

- Avoid close contact with anyone who has a fever and cough
- Refrain from shaking hands or offering other forms of physical greeting
- Not touch their eyes, nose or mouth if their hands are not clean
- Not share objects that touch their mouth, for example, bottles, cups, foodstuffs, mouthguards etc.
- Maintain hand hygiene and respiratory etiquette as outlined in the section below.

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## HAND HYGIENE

Hand Hygiene involves hand washing correctly with soap and water, or an alcohol-based hand sanitiser, for at least 20 seconds;

- Before and after training
- After coughing or sneezing
- If they've had contact with a person who is displaying any COVID-19 symptoms
- Before and after being on public transport
- Before and after being in a crowd
- When arriving and leaving areas
- When hands are dirty
- After toilet use





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## RESPIRATORY ETIQUETTE

In addition to hand hygiene, good respiratory hygiene and etiquette is also necessary.

- Cover your mouth when coughing and sneezing with a tissue and then dispose of the tissue in a bin.
- If you don't have a tissue, use the sleeve of your arm and not your hand
- Wash hands after

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## PHYSICAL DISTANCING ETIQUETTE

Members are expected to:

- Avoid physical greetings while remaining courteous to others
- Respect the personal space of others by keeping a 2m distance from them where practicable
- When passing within 2m of another person, do so briskly
- Walk in single file in walkways if there are others travelling in the opposite direction
- Avoid stopping for conversations in walkways
- When in a passageway wide enough for one person only, stand back and allow the other person to pass if they were on the route before you.
- Respect other people's possessions keep your own water bottle, hand sanitiser etc.
- When using common toilet facilities, persons should, where possible, avoid using the sink or urinal directly beside one which is in use by another person

## GENERAL CLEANING GUIDELINES

Cleaning guidelines for clubs and facilities will need to be enhanced to prevent cross contamination, particularly in common areas and at touch points including:

- Taps and washing facilities.
- Toilet flush and seats.
- Door handles and push plates.
- Handrails on staircases and ramps.
- Light Switches
- Communications equipment.
- Keyboards, photocopiers and other office equipment.
- Rubbish collection and storage points

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## SANITARY FACILITIES

The cleaning of toilets, sinks and other sanitary facilities used by several people should be carefully performed. Consider the use of a disinfectant effective against viruses, such as 0.1% sodium hypochlorite, or other licensed viricidal products following the instructions for use provided by the manufacturer. Member's engaged in environmental cleaning should wear PPE when performing cleaning activities. The use of the usual set of PPE (e.g. uniform – which is removed and frequently washed in warm water and gloves) is enough for the protection when cleaning general premises. The cleaning material should be properly cleaned at the end of every cleaning section. Hand hygiene should be performed each time PPE such as gloves are removed. Waste material produced during the cleaning should be placed in the general waste receptacles.



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#### CLEANING AFTER A SUSPECTED CASE

For cleaning of areas where a suspected case has come in contact, or after the presentation of a suspected or Confirmed Case of Covid-19

The isolation room will need to be deep cleaned as well as the areas where the person came into contact with surfaces. The following should also be completed:

- Where possible close and secure area for 72 hours, if this is not possible then –
  - The area should be well ventilated with fresh air for a minimum of 1 hour

The spaces should be carefully cleaned with a neutral detergent, followed by decontamination of surfaces using a disinfectant effective against viruses, as follows:

- Viricidal Products, or 0.05% sodium hypochlorite (NaClO) (dilution 1:100, if household bleach is used, which is usually at an initial concentration of 5%)
- For surfaces that can be damaged by sodium hypochlorite, products based on ethanol (at least 70%) can be used for decontamination after cleaning with a neutral detergent.
- Cleaning of toilets, bathroom sinks and sanitary facilities need to be carefully performed, avoiding splashes. Disinfection should follow normal cleaning using a disinfectant effective against viruses, or 0.1% sodium hypochlorite.
- All textiles (e.g. towels, curtains, etc.) should be washed using a hot-water cycle (90°C) with regular laundry detergent. If a hot-water cycle cannot be used due to the characteristics of the material, bleach or other laundry products for decontamination of textiles need to be added to the wash cycle.
- Follow manufacturer's instructions for use of cleaning products and disinfectants
- Use disposable, single-use cleaning equipment if practicable, e.g. disposable cloths or paper roll.

Members should wear the following PPE while cleaning after a suspected case:

- surgical mask
- single-use plastic apron and gloves
- Hand hygiene should be performed each time after removing gloves or mask.
- Waste material produced during the cleaning should be placed in a separate bag, which can be disposed in the unsorted garbage.

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#### CLEANING BETWEEN TRAINING SESSIONS

Cleaning of high touch items is advised between training sessions to reduce the risk of spread between pods and training groups.

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#### BALLS AND EQUIPMENT

Once ball work and equipment use are permitted a robust cleaning system must be implemented to reduce the risk of spread of the virus. This would include -

- Cleaning balls before and after each training session.
- Cleaning equipment before and after each training session



- Studies have shown that coronavirus can live on plastics up to 72 hours. Clubs may wish to rotate some equipment (tackle bags, hit shields etc) to allow 72 hours between use to reduce the risk of spread of infection. This would not negate the requirement for sanitation before and after each use.

## TRAINING PLANS

Suitable training plans should be prepared, electronically sent to the COVID-19 Club Safety Committee for approval and such plans should be in line with local government advice in each Step/Phase.

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## MINIMISING NUMBERS IN THE CLUBS

The number of players/coaching staffs in the club should be limited depending on the Governmental advice at any one time. Training session(s) should be appropriately arranged so that players are absolutely clear as to the date and time of their training. Once arranged, players must stay in their allocated day/time slot and cannot observe, participate or otherwise be involved on other sessions. Multiple additional training sessions may be required to ensure that all players can access training safely. The Club should also consider and implement all activities that can be completed from home, such as Strength and Conditioning programmes. Training can only involve the type of training permitted at that time. Safety Committee will keep all updated on all government advice.

## USE OF PPE

The wearing of PPE (gloves, masks, goggles) should not take the place of hygiene and cleaning measures to prevent spread of COVID-19, as outlined above. PPE should be selected and worn based on the hazard of the specific task / person. Wearing of PPE in line with existing occupational health and safety risk assessments should be maintained.

Guidance on the use of PPE in COVID-19 prevention should be updated when necessary in accordance with Public Health Advice. People who are expected to wear PPE must be trained in their proper use, cleaning, storage and disposal.

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## DISPOSABLE GLOVES

Do not wear disposable gloves in place of washing hands. The virus can get on gloves in the same way it gets on hands. Also, hands can become contaminated when gloves are taken off. Disposable gloves should be worn in medical settings or in instances where close contact between members is unavoidable. Be aware that wearing disposable gloves can give a false sense of security. A person might potentially:

- sneeze or cough into the gloves - this creates a new surface for the virus to live on
- contaminate themselves when taking off the gloves or touching surfaces
- not wash their hands as often as they need to and touch their face with contaminated gloves.



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## FACE MASKS

Using masks is unlikely to be of any benefit if the wearer is not sick. Sick people will be advised by their doctor when to use a mask. Players/coaches may request masks and other personal protective equipment to protect them from infection during their training. Current guidelines from the NHS do not recommend the wearing of face masks and/or the undertaking of temperature testing at training; the preferred approach is to ensure social distancing and good hygiene measures.

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## TRAINING AND COMMUNICATIONS

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### COVID-19 CLUB OFFICERS

The COVID-19 Club Safety Officer and Compliance Officers should be provided with ongoing training on how to communicate with members about COVID-19 as well as deal with any suspected cases. They should keep updated with, IRFU, Government and Health Authority guidelines to update documents, management, and members.

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### INDUCTIONS

Induction Training should be provided for all members and participants prior to returning to Rugby and during transitioning from phase to phase. This training will include the latest up to-date advice and guidance on Public health, including:

- Hygiene techniques, respiratory and physical distancing etiquette.
- Tips for travelling to and from Training
- What a member should do if they or a member of their family develops symptoms of COVID-19.
- Details of how the Club is organised to address the risk from COVID-19.
- An outline of the COVID-19 response plan
- Identification of key personnel in the COVID-19 Response Management Team
- Any other relevant advice.
- Updated online IRFU resources

COVID-19 Club Compliance Officer should undertake regular training and education to remind members/teams of rules and Guidelines and to update them of any changes to Public Health or Government guidelines. Attendance at education and training to be logged and recorded.

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### SIGNAGE

Appropriate signage should be installed in key locations (entrances, circulation spaces, Pitch side Check-in Areas, toilets, etc) to remind all Members and visitors of Health Authority key guidelines. Signage will also be required to communicate changes to the environment and also to reinforce social distancing, personal hygiene and etiquette. The IRFU will provide all clubs with access to PDF's of current Step/Phase signage however clubs may require additional signage depending on the outcome of their own risk assessments to assist with way finding, directional flow etc.

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### MEETINGS

Face-to-face meetings should be discouraged, and technological options made available (e.g. telephone or video conferencing). When face-to-face meetings are unavoidable the length of the



meeting and the numbers attending should be kept to a minimum and participants must always maintain physical distancing.

## PREPARATION FOR TRAINING

### HEALTH SELF-DECLARATION

Before returning to rugby each member or members parent/guardian must complete a Pre-Playing Health declaration in the form of the Pre-Return to Rugby Personal Assessment Declaration.

This form seeks confirmation that the member, to the best of their knowledge, has no symptoms of COVID-19 and that the member, or someone they have been in close contact with, is not self-isolating or awaiting the results of a COVID-19 test. If the person answers yes to any questions on the form, they are advised to seek medical advice before returning to Rugby.

The COVID-19 Club Compliance Officer will determine from this declaration if a person is fit to return to rugby.

Members may also be asked if they are a vulnerable person, if they live with a vulnerable person or if a person at home is a frontline worker.

All declarations are private and confidential documents and will be treated in the highest regard.

Pre-Return to Rugby Personal Assessment Declaration is included in Appendix A of this document.

### NOTIFICATION OF TRAINING TIMES

In order to return to rugby safely there is a requirement to limit the number of players on the pitch at any one time. This process will need to be managed carefully by coaches and team managers/Covid-19 Compliance Officer. Players should be advised in advance of their allocated day and time for training. Players should be advised to arrive 5 minutes before training is due to commence and leave directly after training.

Further details on Physical Distancing measures for training are included in Physical Distancing section of this plan.

### TOGGING IN/OUT

As all club facilities other than toilets will be closed until permitted to open, players are advised to travel to and from training toggged out and ready to train. Note: it is unsafe to wear rugby boots or just socks when driving and the player/coach should wear suitable footwear to/from training and change at their vehicle.

### TRAVEL TO TRAINING

Where a member exhibits any signs of COVID-19 or has been exposed to a confirmed case they should **not** attend training.

Players and Coaches are expected to conform to any travel distance related restrictions in place at the time.



Wherever possible, members should travel to training alone or with persons from their own household using their own means of transport. Members should not car share with other households.

Where public transport is the only option, members should take care to maintain social distancing, sit down if possible, and minimize contact with frequently touched surfaces. Members should use hand sanitisers before and after using public transport.

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#### DROP OFF/ COLLECTION AREAS

Members who drive to the club should be advised to park in designated parking areas only. Ideally these should be spaced to allow the recommended social distance between occupants once they have exited their car. If this is not possible members should be advised to wait in their cars until there is room to exit in accordance with social distancing guidelines. Those dropping/collecting to/from training should be discouraged from lingering in the car park and advised to remain in their cars or leave the car park.

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#### MEMBER ENTRANCES/ PITCH ACCESS

To assist in social distancing the implementation of a one way systems, stop/go systems, widening of walkways or adding extra access points throughout the grounds may be necessary. This will be determined by the onsite risk assessment. Hand sanitisers and disinfectants should be provided at pedestrian entrances in prominent areas to encourage use. Players should be reminded regularly to use these facilities.

The handles and push plates on manual doors/gates should be cleaned before and after each training session. Hand sanitisers should be provided immediately inside the entrance for those having used the manual door. Consideration should be given to fitting an automatic opening device to the door or locking the door/gate in an open position. Ensure that no new risks are introduced in the process (Fire hazard, Slip/trips).

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#### LEAVING THE CLUB

Members should be advised to use hand washing facilities prior to entering their cars. If possible, outer layer clothing should be removed and placed in sealed bags to be washed at home.

All clothing worn at training should be removed and washed immediately. Members should be advised wash as soon as possible after training and to limit touching surfaces in their home.

Members should be advised not to accept lifts home of other club members and should travel with members of their own household.

### PHYSICAL DISTANCING

#### General Rules

Social distancing, or physical distancing, is a set of interventions or measures taken to prevent the spread of COVID-19 by maintaining a physical distance between people and reducing the number of times people come into contact with each other.



In order to slow the transmission rate of COVID-19 social distancing is recommended by Health Authority.

In order to assist in physical distancing, the COVID-19 Response Management Team should ensure:

- A no hand shaking policy is in place
- A reduction of members presents at the club at any one time and at training. Guidance on numbers permitted at training sessions are outlined above.
- Pitches and clubs should be laid out in such a way to maintain a 2m physical distance.
- Organise players into teams/groups/pods who consistently train together.
- Reduce on-site meetings as far as practicable.
- Provide one-way systems for access/egress where practicable

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#### SPECTATORS

No visitors, parents/guardians, partners or other persons not directly involved in the training session are permitted to attend or observe training. In circumstances where a player/coach gets a lift to/from training, the driver must either stay in the vehicle or leave the grounds and return at the appointed collection time.

Participants and spectators must adhere to public health measures and social distancing guidelines once spectators are permitted.

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#### VISITORS

Visitors should be restricted to essential visits only. Meetings, where practicable be should be carried out remotely. Any required visitors have controlled access to the clubhouse. All visitors are by appointment only and should arrive at an agreed time. Visitors to the clubs must be accompanied at all times. They should be given a brief induction on COVID-19 Guidelines at the entrance gate desk.

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#### LINGERING

Players and coaches are required to leave the training grounds promptly upon completion of the session.

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#### GROUND MARKINGS

Be aware of ground markings, these may change or move depending on the current guidelines. These can include distance markers, directional arrows and standing boxes.

### USE OF FACILITIES

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#### TOILETS

Depending on the size of the toilet facilities consideration should be made to reduce the number of people permitted in the toilets at any one time. An appropriate COVID-19 hygiene regime should be implemented. This will include:

- All toilets should have the appropriate signage with instructions for washing hands.
- Disposable paper towels should be provided along with warm water and soap.
- It is advised to turn off hand dryers and remove towels.



- All contact surfaces, particularly flush handles and tap controls should be sanitised regularly.
- Toilet facilities are to be sanitised before and after every training session.
- Depending on the Sink controls within the clubs, participants should be encouraged to operate the tap controls with the back of their hand or a closed fist.
- When using common toilet facilities, persons should, where possible, avoid using the sink or urinal directly beside one which is in use by another person.
- Where numbers on site are reduced, consideration should be given to closing off every second sink/urinal to ensure persons don't stand next to each other.
- Suitable and sufficient rubbish bins to be provided for hand towels and these will be removed regularly and disposed of safely.
- Soaps, toilet paper etc are to be checked regularly and replenished in good time.

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#### CHANGING FACILITIES AND REST AREAS

Changing rooms will not be accessible until permitted to do so. Until such time, players and coaches are required to travel to training in their training gear, other than training footwear.

Towels etc that are brought to training must not be shared or waved around and should be put in the boot of the vehicle immediately upon completion of use.

Once changing facilities are opened for use social distancing and COVID-19 hygiene regime should be implemented in accordance with current Health Authority Guidelines.

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#### GYMS

Physio facilities, gym facilities, showers and other associated areas of the Club should be locked and not accessible in any circumstances until permitted to do so.

Once Gymnasium facilities are opened for use social distancing and COVID-19 hygiene regime should be implemented in accordance with current Health Authority Guidelines.

- Consideration should be made to –
- Moving equipment to allow for social distancing
- Limiting the number of persons using the facilities
- Cleaning and sanitation of equipment
- Ventilation of spaces after each session
- Balls and Equipment
- Balls and Equipment should only be used within the limitations of phases.

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#### CATERING AND REFRESHMENT FACILITIES

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##### GENERAL RULES

Club house catering and bars shall remain closed until permitted to do so. Prior to opening clubhouses must ensure all facilities adhere to current IRFU, Government and Health Authority guidance with respect to restaurants and pubs. Documentation for same shall be provided in due course.





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#### WATER COOLERS/ DRINKING POINTS

Where there are Water Coolers/ drinking water points that have been left unused during the Stay-at-Home phase, contractors should be contacted to ensure reinstatement of the water source is carried out correctly. Water testing may be required.

Members should wash their hands before and after filling their water bottles. They should be advised not to allow the rim of their bottle to touch the faucet to prevent contamination. Water coolers/taps should be cleaned before and after each training session.

#### CONFLICT RESOLUTION

Clubs are responsible through the ordinary club committees via the Safety and Compliance Officers to resolve conflicts and should they fail to do so the Ulster Branch/IRFU reserve the right to intervene.

#### BREACHES IN COMPLIANCE

Clubs: Any club found to be acting outside of the Guidelines could be subject to disciplinary measures as decided by Ulster Branch/IRFU. Clubs who operate outside of the IRFU guidelines may not be covered under insurance.

Individuals: Any club members found to be in breach of the guidelines could be subject to disciplinary measures ranging from removal from the venue/session (monitored by clubs) to suspension (guided by Ulster Branch/IRFU).

#### CONTACT LOG

All members will be asked to keep a log of all persons they have had close contact with while they are at training. If a confirmed case is found at the club, persons who were in close contact with that person may be asked to stay at home for 14 days, pending a risk assessment.

Close contact is defined as anyone who has spent more than 15 minutes, face-to face, within 2 meters of a person with COVID-19 in any setting, or someone who has shared a closed space with a confirmed case for more than two hours.

The contact log may be provided to the HSE/NHS to aid in contact tracing if a confirmed case is found at the club. The COVID-19 Club Compliance Officer will also keep a contact log of members who attend training.

#### CHECKLIST LIST

COVID-19 Club Compliance Officers will be required to carry out routine checks before and after training either on a daily, weekly and monthly basis. These should be completed and signed by the COVID-19 Club Compliance Officers for each training session and provided to the COVID-19 Club Safety Officer. Checklist attached as Appendix D



## SUSPECTED CASE RESPONSE PLAN

### INITIAL RESPONSE

The COVID-19 Club Compliance Officer will be responsible for implementing the response plan to a suspected case once a member identifies themselves to them. The response must be quickly dealt with in a private and confidential manner.

If any person on site, suspects themselves, or is suspected of having symptoms, they must report/be reported to the COVID-19 Club Compliance Officer.

The COVID-19 Club Compliance Officer must:

- Provide the person with a mask if one is available
- If a mask is not immediately available, they should be provided with a disposable tissue and advised to cover their mouth and nose with the tissue when they cough or sneeze and put the tissue in the waste bag provided.
- Accompany the person to the isolation room keeping a two-metre distance between the person and themselves and other individuals. The route to the isolation room needs to be quick and easily accessible with little human interaction as possible.
- Assess whether the unwell individual can immediately be directed to go home.
- If underage call their parent/ guardian.
- Call their doctor.
- Carry out a questionnaire as outlined below.
- Arrange transport home or to a hospital for medical assessment. Public transport should not be used. Transport should not be provided by another club member.
- Log the incident.
- Arrange for cleaning of the isolation room, equipment that may have been touched by the person, and pending a risk assessment, any other areas that the person may have had contact.

**\*\*Note:** the COVID-19 Club Compliance Officer cannot diagnose a member of COVID-19 this can only be done by being tested by a qualified medical person.

**\*\*Note:** Safeguarding policies and procedures will need to be considered when developing and implementing the response plan.

### ISOLATION ROOM

An isolation room should be provided to be used to quarantine a member who is feeling unwell with the COVID-19 symptoms, to facilitate the person remaining in isolation if they cannot immediately go home, and to allow them to call next of kin and/or their doctor. The Isolation room should have the following:

- A closed door
- Ventilation
- Tissues
- Hand sanitiser



- PPE: Gloves and Masks
- Clinical Waste bags
- A no-contact Thermometer

The PPE gear should be kept in the isolation room, and/or an agreed secure area to be used for Emergency cases only. The PPE should be locked away so it cannot be taken for daily use. The Compliance Officers should have a key for the locked PPE.

#### INITIAL ASSESSMENT

COVID-19 Club Compliance Officer and cannot diagnose a member with COVID-19. This can only be done by getting a COVID-19 test with a qualified medical person.

The purpose of this questionnaire is to establish the next steps in the response plan. The unwell person must answer the following questionnaire in order to establish if they have a suspected case of COVID-19.

- Has the member been in contact with any suspected cases, to the best of their awareness?
- Has the member travelled to any countries outside of Ireland?

If NO:

- Ask the unwell person to contact their doctor

If YES:

- The unwell person is to be brought to the Isolating room if not already there
- The unwell person will need to contact their next of kin and/or doctor or the NHS for advice.
- Compliance officer to notify the COVID-19 Club Safety Officer
- The unwell person's contact log to be given to the Compliance officer as well as names and details of persons who were training with the unwell person.
- The unwell person must stay in the isolation room until they can get in contact with next of kin and/or their doctor,
- They will be asked to not touch any surfaces and to dispose of their tissues in the bin provided.

#### TRANSPORT OF SUSPECTED CASE

The member should be advised not to use public transport or a taxi to get home or to go to the doctors. They should use their own personal transport if fit to do so. Alternatively, arrangements can be made that a household member they live with will collect them from training.

The member with the suspected case should stay in the isolation room and not touch any surfaces or interact with anybody until they are ready to depart in their own vehicle or be collected.



#### CLEANING SPACES AFTER THE PRESENTATION OF A SUSPECTED OR CONFIRMED CASE

The isolation room will need to be deep cleaned as well as the areas where the person came into contact with surfaces as described in the general cleaning guidelines above.

#### WASTE MANAGEMENT

Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):

- Should be put in a plastic rubbish bag and tied when full.
- The plastic bag should then be placed in a second bin bag and tied.
- It should be put in a suitable and secure place and marked for storage until the individual's test results are known or for 72 hours, whichever occurs first.
- Waste should be stored safely and kept away from children

#### RETURN TO PLAY AFTER ILLNESS

When a member has been absent due to COVID-19 virus, they may only return to rugby if deemed fit to do so and meet the following criteria:

- 14 days since their last "close contact" with a confirmed / suspected case and have not developed symptoms in that time, or
- 14 days since the onset of their symptoms and 5 days since their last fever (high temperature), or
- They have been advised by their GP that they may return to play. It is advised that a return to rugby doctors note is provided to the COVID-19 Club Compliance Officer. If this is not available the Individual must self-declare their fitness for training in the absence of having a fitness for training certificate from their GP/healthcare provider.



## HEALTHY AND SAFETY

All existing Occupational Health and Safety provisions shall continue to apply to all activities within the club during the phased return to rugby. Occupational health and safety risk assessments should be updated, where relevant, to address potential exposure to COVID-19. Any updated documents should be shared with the relevant members.

### CLUB HEALTH AND SAFETY STATEMENT

The Management of Newry RFC, being the Executive Committee, are committed to compliance with the Health and Safety at Work (Northern Ireland) Order 1978 and in doing so will provide for all its members an environment that is as safe and healthy as is reasonably practical and will comply with all relevant statutory requirements.

Newry RFC will provide a safe system of operation through the provision of appropriate information, instruction, training (where necessary) and supervision.

The co-operation of every member is expected and all members are reminded that statutory obligations are the minimum standard for which they are responsible.

The provisions of this Policy will apply to all Newry RFC members, visitors and outside agencies such as contractors, utility providers, et cetera and to any agency that may from time to time have to affect deliveries or to service equipment which is located on the premises at Telford Park.

The Chairman will ensure that:

- Resources are made available so that the Safety Policy can be carried out efficiently.
- The members of the Executive Committee are fully aware of their responsibilities in relation to adequate occupational safety and health.
- All members are accountable for their performance in relation to occupational safety and health.
- The Safety Policy is reviewed regularly and its operation monitored.

The Executive Committee will ensure that:

- Safe systems and practises are incorporated into all activities in the club
- All activities are continually monitored and that any potential unhealthy or dangerous practices are reported and eradicated
- Any specialist or health and safety training, if required, is discussed, authorised and put into practise.
- Any wilful breach of safety rules is reported and that the club disciplinary procedure is activated if it is deemed necessary.

The Grounds Convenor will ensure that:

- Machinery such as grass mowers are used only by authorised and experienced personnel.
- All equipment and machinery is securely locked away when not in use



- The premises are properly secured when not in use and not available for any ad hoc activities.
- Third party contractors do not commence work of any kind unless evidence of insurance and safety legislation compliance is forthcoming. In his absence the Grounds Convenor will request a member of the Executive Committee to deputise.
- Any incursion or unauthorised entry is prevented and, if unable to prevent such, will report such incursion to PSNI.
- A fully-equipped first aid kit is available on site at all times.
- Waste and refuse are managed and collected by the appropriate agency.

The Secretary will ensure that:

- Safety Policy is circulated to the appropriate personnel and that it is widely available in the club through notice boards, team managers, etc.
- Any amendments to the Safety Policy as may be made from time to time are included in an updated version as soon as possible.
- Any discussion, reports or suggestions relating to the Safety Policy which are raised at Executive Committee meetings are recorded and actioned
- Any Accident Reports et cetera are retained as club records and reported outside the club as decided by the Executive Committee.
- Any correspondence relating to Health and Safety is brought to the attention of the Executive Committee and any subsequent actions are recorded.

The Club Steward will ensure that:

- All functions in the clubhouse have the prior authorisation of the Executive Committee.
- The documentation in relation to the booking of functions is properly completed prior to the function taking place.
- Where appropriate, door personnel are in place for functions, with the exception of after match activities.
- That all non-members entering the clubhouse for functions sign the guest book prior to entering the inner premises.
- There is a senior club member present to supervise the function.
- The toilets and dance floor are inspected at regular intervals and that all spillages are immediately cleaned up.
- Guests do not bring any items onto the premises which could endanger other guests.
- All functions are closely supervised and that guests do not engage in 'horse play' of any kind.
- Persons using disco or musical equipment comply with any instructions from the supervisor.
- Non-members who are allowed to prepare functions do not climb above ground level.

Coaches and Management will ensure that:

- All coaching activities in the various sections are carried out according to guidelines laid down by the Club Coach.
- Sufficient coaches are available to ensure safe supervision of any particular section.
- Specialist equipment such as weights, scrummaging machines, tackle bags, etc. are used only if there are qualified supervisors present.
- Weight training is not permitted in the under-age sections.



- Under-age members are not allowed to engage in 'horse play' either on the club premises or on transport hired by the club.
- Persons who are not paid-up members are not allowed to use the club's facilities.
- Medical kits are immediately available for both training and matches.

Members will ensure that:

- They are aware of the provisions of the Safety Policy and that they operate within those provisions at all times.
- They take no action which could endanger either themselves or their fellow-members.
- They are familiar with the location of fire extinguishers.
- They are familiar with all fire exits on the club premises.
- They comply with any safety directives which may be issued from time to time.

## FIRST AID

### INFECTION SPREAD

COVID-19 infects people through contact with the mucous membranes. First Aid Responders must think of these as being the mouth, nose and eyes. It does not infect through the skin.

The greatest element of risk for a First Aid Responder is transfer of the virus to the mucous membranes by contact of contaminated hands (including contaminated gloved hands) with the eyes, nose or mouth. The key interventions to manage this risk are to minimise hand contamination, avoid touching your face and clean your hands frequently with soap and water or alcohol-based hand gel.

There is also a significant risk of direct transfer of the virus on to mucous membranes by droplet transmission, that is, by direct impact of larger infectious virus droplets generated from the person's respiratory tract landing directly in your eyes, nose or mouth. This risk is managed by use of appropriate PPE (mask and eye protection) and by providing the ill person with a mask to cover their nose and mouth when coughing or sneezing (respiratory hygiene and cough etiquette).

### ADMINISTERING FIRST AID

If, as a First Aid Responder, close contact with a person who may require some level of first aid can be avoided, do so. This, of course, will not be possible in the event of having to provide emergency lifesaving measures such as an incident of cardiac arrest, heart attack, choking, stroke. First Aid Responders should be familiar with the symptoms of COVID-19. They will need to perform a "dynamic risk assessment" based on the scenario they are presented with.

Standard infection control precautions to be applied when responding to any first aid incident in the club. Hand washing with warm water and soap or an alcohol-based hand gel must be performed before and after providing any first aid treatment.

Enclosed eye protection and FFP3 mask should be worn by First Aid Responders when responding to all first aid incidents where close contact cannot be avoided.

Any person presenting with symptoms consistent with COVID-19 should be treated as a suspected case and actions as set out in Section 14 of this document should be followed. A mask should be



made available to give to the person if they are displaying symptoms consistent with COVID-19 to limit droplet dispersion.

If you suspect a person has experienced a cardiac arrest, do not listen or feel for breathing by placing your ear and cheek close to the person's mouth. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions only until help arrives. To reiterate the point, a person in cardiac arrest should have compression only CPR applied.

Persons with minor injuries (cuts, abrasions, minor burns) - where practical, a First Aid Responder should avoid close contact and advise the injured party what steps to take in treating their injury.

No reusable equipment should be returned to service without being cleaned/disinfected appropriately.

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#### FIRST AID PPE REQUIREMENTS

The following PPE must be available for responding to first aid incidents:

- Disposable gloves (nitrile/latex)
- FFP3 or FFP2 Face masks
- Disposable plastic aprons
- Enclosed eye protection
- First Aid Responder must ensure that the mask covers both the mouth and nose and is fitted correctly to create an adequate seal to the face.
- Following first aid treatment, disposable PPE and any waste should be disposed of appropriately and reusable PPE cleaned/disinfected thoroughly.
- Wash hands thoroughly with warm water and soap before putting on and after taking off PPE
- Replenish PPE stock as appropriate.
- Liaise with your Club Safety Officer to ensure any issues with first aid PPE are resolved in as timely a manner as possible.

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#### MENTAL HEALTH AND WELLBEING

Clubs should put in place support for members who may be suffering from anxiety or stress due to COVID-19. Information about prevention and control measures at the club should be delivered to all members to help ease concerns about risk of infection.





## APPENDIX A

### PRE-RETURN TO RUGBY PERSONAL ASSESSMENT DECLARATION FORM – PLAYER AND VISITOR



## PRE-RETURN TO RUGBY PERSONAL ASSESSMENT DECLARATION

Should you answer **YES** to any of the below questions you should **NOT** attend your club and before you return you should follow appropriate medical advice and guidelines.

	QUESTION	YES	NO
1	Have you been in close contact (<2m for 15minutes or more) with anyone who is confirmed to COVID-19 virus in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
2	Have you been in close contact (<2m for 15minutes or more) with anyone who is suspected of having COVID-19 virus in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
3A	Do you live in the same household with someone who has symptoms of COVID-19 who has been in isolation within the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
3B	Have you been advised by a doctor to self-isolate at this time?	<input type="checkbox"/>	<input type="checkbox"/>
4	Are you suffering now, or have you suffered any the following symptoms in the past 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
	A	<input type="checkbox"/>	<input type="checkbox"/>
	B	<input type="checkbox"/>	<input type="checkbox"/>
	C	<input type="checkbox"/>	<input type="checkbox"/>
	D	<input type="checkbox"/>	<input type="checkbox"/>
	E	<input type="checkbox"/>	<input type="checkbox"/>
	F	<input type="checkbox"/>	<input type="checkbox"/>
	G	<input type="checkbox"/>	<input type="checkbox"/>
	H	<input type="checkbox"/>	<input type="checkbox"/>
6	Have you been advised by a doctor to cocoon?	<input type="checkbox"/>	<input type="checkbox"/>
7	Have you returned to Ireland from another country within the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>

If "YES", where?

I confirm that I have not travelled from another country in the past 14 days , that I have not been in close contact with anyone who has been outside of the country in the past 14 days, that I have not been in close contact with anyone who is in self-isolation in relation to COVID-19 in the past 14 days, that I am not suffering from any COVID-19 symptoms nor do I believe for any reason that I have contracted the virus. I commit to advising management and excluding myself if this situation changes, (i.e. if at a point in the future, I would answer "yes" to any of the above questions).

NAME:

SIGNATURE:

DATE:



APPENDIX B

NEWRY RFC SITE SPECIFIC RISK ASSESSMENT

SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
<b><u>UNIVERSAL RISKS</u></b>										
<b>Lack of Information</b>	Serious Illness Spread of Virus	P, S, V	4	3	<b>12</b>	Provide COVID-19 Induction training to all members before they return to the training Update all relevant documents and communicate the updated information Provide Signage in key locations COVID-19 Compliance officers to check daily updates from the Government	4	1	<b>4</b>	Encourage all members to follow news and guidelines provided by NHS <a href="https://www.gov.uk/coronavirus">https://www.gov.uk/coronavirus</a>  Perform regular toolbox talks and circulars to remind members of current protocols, and new updates
<b>Shaking Hands / Physical Greeting</b>	Serious Illness & Spread of Virus	P, S, V	4	4	<b>16</b>	Provide COVID-19 Induction training to all members before they return to training Signage to be displayed of the spread of the virus COVID-19 Compliance Officers to monitor and discourage.	4	3	<b>12</b>	A culture change is needed to discourage hand shaking and other forms of physical greeting. COVID-19 Compliance Officers to be vigilant in monitoring and reminding members



SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
<b>Washing / Cleansing Hands</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	Provide COVID-19 Induction training to all persons before they return to training Signage on hygiene to be displayed at the entrances, and other appropriate locations Signage to be displayed at sinks indicating correct method on how to wash hands effectively Hand sanitiser stations to be positioned at entrances and near common touch points	4	2	<b>8</b>	Regular Toolbox Talks to remind members of good hygiene practices
<b>Document sharing</b>	Spread of Virus	P, S, V	4	4	<b>16</b>	No paper documents to be handed out or shared with members where practicable All information to be stored on a share drive. Security protocols to be put in place as required. All documents to be sent via email or link	4	1	<b>4</b>	
<b>Travelling to and From Training</b>	Serious Illness & Spread of Virus	P, S, V	4	4	<b>16</b>	Discourage car sharing Encourage players to travel in their own vehicle or with members of their own household Encourage players to regularly sanitise their car Arrive at the club ready to play Drivers must Drop off and go or wait in their cars	4	2	<b>8</b>	



SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
<b>Physical Distance</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<p>Pitches to be laid out to allow 2m social distancing</p> <p>Rooms to be laid out to allow 2m social distancing, or, where seats are 1m&lt;2m, screens/solid guarding to be provided between members</p> <p>Limit the number of players at training sessions</p> <p>Training rota to be created to reduce number of persons at any one time</p> <p>Limit number of chairs in a meeting room, or where seats can't be removed, blank off seats less than 2m from each other.</p> <p>Signage to remind members to stay physically distance</p> <p>Provide COVID-19 Induction training to all members before they return to the club</p> <p>All members to complete health declaration</p> <p>Spectators are not permitted to watch training.</p>	4	2	<b>8</b>	A culture change is needed to discourage people from stopping in passageways to converse or lean in to hear conversations. COVID-19 Compliance Officers to be vigilant in monitoring and reminding members
<b>Unavoidable Close Contact – First Aid</b>	Serious Illness Spread of Virus	P, S, V	5	5	<b>25</b>	<p>Persons must wear appropriate PPE and follow strict hygiene protocols</p> <p>Create an exclusion zone around their activity</p>	5	3	<b>15</b>	



SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
						Direct contact log for each person must be kept				
<b>Shared Touchpoints: Gates, Toilets, Light switches, Door handles, etc.</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	All hard surfaces, light switches and door handles are to be disinfected on a regular basis, at least twice per day when club facilities are in use. Hand sanitizer to be available at entrances and key locations of shared touchpoints (e.g. pitches, toilets, gates, sign-in areas, etc.) Loose material/items to be tidied away on surfaces Mechanism for leaving doors/gate open to reduce requirement to touch surface should be considered. High touch items to be cleaned after each training session	4	2	<b>8</b>	Disinfectant to be made readily available to all members to allow them clean down surfaces
<b>Handrails</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	Clubs to ensure handrails are cleaned regularly Hand sanitizer made available to allow persons to sanitise their hands after using handrails	4	2	<b>8</b>	
<b>Meetings</b>	Serious Illness	P, S, V	4	4	<b>16</b>	To be done remotely if possible Meeting room to be set up to allow social distancing	4	2	<b>8</b>	



SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
	Spread of Virus					No physical greeting				
<b>Shared Appliances – Kettle, Coffee-Machines; Water Coolers,</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	All appliances to be disinfected regularly Users to sanitise hands before and after use Disinfectant to be made available Signage to be displayed in relevant areas	4	2	<b>8</b>	
<b>Water bottles and refill station</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	Members shall not share water bottles or other drinking vessels Water bottles should not be allowed to touch the taps or spouts to avoid contamination. Members advised to clean water bottles regularly	4	2	<b>8</b>	
<b>Cutlery, cups and glass ware</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	Club house and refreshment facilities to remain closed until permitted. Once open, Government and Health Authority advice should be followed.	4	2	<b>8</b>	
<b>Toilets</b>	Serious Illness	P, S, V	4	4	<b>16</b>	Flush handles and sink taps to be cleaned regularly Hot water and soap to be provided	4	2	<b>8</b>	Persons should avoid taking the sink/urinal beside another person if another is available



SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
	Spread of Virus					No towels or hand dryers, disposable tissue only Social distancing should be observed at all times. Limit the number of people permitted in the bathroom to one at any one time.				
<b>Emergency evacuation</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	In case of an Emergency Evacuation normal procedures must be followed Installation of new screens or barriers should not impede the evacuation routes	4	4	<b>16</b>	In an emergency, the immediate risk to life will override physical distancing protocols.
<b>Travelling by Public Transport</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	Members advised against using public transport to training. Where public transport is the only option for members, then regular talks reminding them of protocols. Persons should be briefed of correct hygiene and protocols when using Public Transport All persons using public transport should wash their hands as soon as they arrive at the club	4	2	<b>8</b>	Additional car and bicycle parking may be required to facilitate those who can no longer travel by public transport.
<b>Waste Bins</b>	Serious Illness	P, S, V	4	4	<b>16</b>	All rubbish to be disposed of accordingly All bins to be disposed of every day that the club is in use	4	2	<b>8</b>	





SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
	Spread of Virus					Appropriate PPE gloves to be used when emptying the bins				
<b>Deliveries</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	Deliveries to be scheduled at a specific time Physical distance to be implemented Do not sign for the deliveries but advise them of your name Request invoices and receipts to be sent via email. Paperless to be encouraged	4	2	<b>8</b>	COVID-19 Compliance officer to keep a log of all deliveries
<b>Car park</b>	Serious Illness Spread of Virus	P, S, V	3	2	<b>6</b>	Gates to be opened prior to any event and left open for the duration of the event. Clubs may wish to designate parking spaces to encourage social distancing. Members should be discouraged from lingering in carparks before and after training Members should arrive 5 mins before training	4	1	<b>4</b>	
<b>Entrances</b>	Spread of Virus	P, S, V	4	4	<b>16</b>	Hand sanitizer to be available at every entrance to clubhouse and pitches and use of same promoted. Covid-19 Officer to ensure these are adequately stocked	4	2	<b>8</b>	



SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
						Signage to be present at entrances advising on physical distancing Installation of guarding or queue management systems where appropriate. Implementation of one way systems in clubhouse and to/from pitches.				
<b>Visitors</b>	Spread of Virus	P, S, V	4	4	<b>16</b>	Controlled Access of visitors is in place Visitors are allowed access by invitation only and are escorted at all times. Non-Essential visitors to be restricted All visitors must complete a health declaration prior to arriving on site. See Appendix A If feeling unwell, visitors must not come to the club No hand shaking Pre arrival time to be given, visitors cannot show up unannounced Visitors time to be kept as short as possible	4	2	<b>8</b>	
<b>Changing rooms /</b>	Serious Illness	P, S, V	4	4	<b>16</b>	Club houses and changing rooms are to remain closed until permitted to do so.	4	2	<b>8</b>	



SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
lockers / showers	Spread of Virus					Once in use, social distancing guidelines must be followed. Must be disinfected throughout the day Must be kept clean and tidy. Personal belongings to be store correctly. Signage to encourage social distancing Numbers at anyone time to be limited				
Refreshment Facilities	Serious Illness Spread of Virus	P, S, V	4	4	16	Clubhouse and refreshment facilities to remain closed until permitted to do so. Once permitted to open current Government and Health Authority guidelines must be followed – this may include requirement for - <ul style="list-style-type: none"> <li>• queue management systems</li> <li>• disposable utensils and cups</li> <li>• individual condiment packets</li> </ul> Table and chairs to cleaned after use Tables and chairs spaced to allow 2m distancing Gloves for staff handling cash Screen between servery/till and customer Appliances disinfected regularly	4	2	8	This include BBQs and other outdoor catering.



SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
<b>Kitchens</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	Clubhouse and kitchen facilities to remain closed until permitted to do so. Once permitted to open current Government and Health Authority guidelines must be followed. Follow normal HACCP guidelines Clean surfaces and utensils regularly	4	2	<b>8</b>	Consider Separate utensils and condiments for each prep station.
<b>Bar</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	Clubhouse and bar facilities to remain closed until permitted to do so. Once permitted to open current Government and Health Authority guidelines must be followed. This may include - Removing seating from bar counter Glassware to be carefully washed and collected using gloves All utensils to be regularly cleaned Seating & tables to be spaced to allow 2m separation	4	2	<b>8</b>	
<b>Balls and Equipment</b>	Serious Illness	P, S, V	4	4	<b>16</b>	Balls and equipment shall only be used when permitted to do so.	4	2	<b>8</b>	



SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
	Spread of Virus					Limit the number of persons using the same equipment Clean balls before and after each training session Clean other equipment before and after each use Label balls and equipment to assist in identifying same				



## APPENDIX C

### KEY PERSONNEL & INFORMATION

#### KEY PERSONNEL

<b>CLUB DIRECTOR</b>	Sean Pieteron
<b>CLUB SECRETARY</b>	Karen McNally
<b>GROUNDS CONVENOR</b>	Pete McParland & Declan Reilly
<b>CLUB SAFETY OFFICER</b>	Eugene McNally
<b>COVID-19 CLUB SAFETY OFFICER</b>	Gerald Hadden
<b>COVID-19 CLUB COMPLIANCE OFFICERS:</b>	
<b>MINI</b>	TBC
<b>U12</b>	Mick Fairgreaves
<b>U14</b>	Fergal McNally
<b>U16</b>	Martin Walsh
<b>U18</b>	Paul Little
<b>1<sup>ST</sup> XV</b>	Ali Heatlie
<b>2<sup>ND</sup> XV</b>	Frank McKevitt
<b>GIRLS</b>	Maria Reilly

#### LOCATION OF ISOLATION ROOM

<b>ISOLATION ROOM 1:</b>	Youth Room
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#### IN HOUSE CLEANING

<b>CONTACT NAME:</b>	TBC
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#### EMERGENCY CONTACTS

<b>AMBULANCE/FIRE/POLICE SERVICES</b>	999
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## APPENDIX D

### ACTION/CHECK LISTS FOR COVID-19 CLUB COMPLIANCE OFFICER



### DAILY CHECKLIST

<b>TRAINING SESSION</b>		<b>DATE:</b>	
<b>RESPONSIBLE PERSON</b>		<b>TIME:</b>	

		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		SUNDAY	
HYGIENE		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
1	Hand Sanitizers available at key areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Soap is available at all hand washing facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Waste Bins in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	High Touch Facilities disinfected before and after training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Disinfectant available for all players to clean down surfaces as required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DOCUMENTATION		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
6	Have players provided Pre-Return to Rugby Personal Assessment Declaration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Are all players cleared to play?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Has the club received any return from illness forms?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DELIVERIES		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
9	Were there any scheduled deliveries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Were they wearing appropriate PPE?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Was social distance practiced on arrival?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>





COMMUNICATION		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
13	Is Signage is in place, visible, and up-to-date?												
14	Have players received induction training?												
15	Have toolbox talks been carried out?												
CHECK-IN		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
16	Queuing system in place and being observed												
17	Sanitiser available for players as required.												
18	Signage in place at check-in												
PLAYERS		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
19	Players briefed on training activities												
TRAINING ACTIVITIES		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
20	Training Activities in line with Government Guidelines												
EQUIPMENT USE		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
21	Equipment sanitised before training session												
22	Equipment sanitised after training session												
23	Equipment labelled appropriately												



Sanitization		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
24	Has the rubbish been disposed of appropriately?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25	Have all surfaces & touchpoints cleaned thoroughly:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26	Have all toilets and sinks been disinfected	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27	Hand washing facilities include soap hot water, disposable towels in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>INITIALS:</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>DATE:</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



### MONTHLY CHECKLIST

<b>CLUB</b>		<b>RESPONSIBLE PERSON</b>	
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MONTH	DATE	Have hygiene supplies been checked and in sufficient supply? (Y/N)	Are appropriate levels of PPE available? (Y/N)	Is a high level of cleaning and disinfecting been performed regularly? (Y/N)	Have any additional extra precautions or requirements been requested? (Y/N)	Health and Safety Plan prepared and up to date? (Y/N)	Have Toolbox Talks been carried out regularly? (Y/N)	INSERT INITIALS
1								
2								
3								
4								
5								
6								

<b>Inspected by</b>	
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**TRAINING LOG**

<b>CLUB NAME</b>		<b>DATE</b>	
<b>RESPONSIBLE PERSON</b>		<b>SUBJECT:</b>	

**PARTICIPANTS**

1.		16.	
2.		17.	
3.		18.	
4.		19.	
5.		20.	
6.		21.	
7.		22.	
8.		23.	
9.		24.	
10.		25.	
11.		26.	
12.		27.	
13.		28.	
14.		29.	
15.		30.	

**GENERAL NOTES**

**Informal education may include –**

- **Don't Share water bottles**
- **Wash hands before and After training**
- **Don't spit or clear nasal passages on the pitch**
- **Adhere to social distancing measures**
- **No horseplay**
- **Do not shake hands, fist bump or high five**
- **If you feel unwell, notify your coach immediately**



## APPENDIX E

### OCCUPANT CAPACITIES FOR ROOMS

BUILDING	ROOM NAME	CAPACITY WITH PHYSICAL DISTANCING
<b>Clubhouse</b>	Function Room/Bar	10/15
	Kitchen	1
	Youth Room – Isolation Room	2
	Equipment Room	1
	Changing Rooms – Home	8
	Changing Rooms – Away	8
	Toilets – Male	1
	Toilets – Female	1
	Referees Room	1
	Chill Room	1