

## COVID-19 HEALTH AND SAFETY PLAN

MU Barnhall RFC

IRFU



| Project Particulars: |                                  |
|----------------------|----------------------------------|
| Prepared by:         | John Taylor . C19 Safety Officer |
| Client:              | MU Barnhall RFC                  |
| Revision             | <b>Draft 1</b>                   |
| Date:                | 02/07/2020                       |

## HOW TO USE THE DOCUMENT

This Safety Plan will assist MU Barnhall to manage training and club activities in order to minimise the spread of COVID-19 and safeguard members from the risk of infection. The COVID-19 Health and Safety Plan allows the Club to:

- demonstrate compliance Government and Health Authority guidance
- outline specifics arrangements to managing against COVID-19 at their club
- delineate key roles and responsibility with respect to managing against COVID-19

This document should be treated as a live document and will be updated in line with best practice and as new Government advise is released.

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## **1.0 BACKGROUND**

### **1.1 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.

#### **1.1.1 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.

#### **1.1.2 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, self-isolate and report to their doctor for future information on COVID-19 testing.

## **1.2 HSE 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.

## 2.0 INTRODUCTION

### 2.1 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 Government, National Public Health Emergency Team (NPHE), The Health Services Executive (HSE), 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.

### 2.2 REFERENCE DOCUMENTS

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

- *DBEI Return to Work Safely Protocol*
- *NSAI COVID-19 Workplace Protection and Improvement Guide*
- *CIF Construction Sector C-19 Pandemic Standard Operating Procedures*
- *WHO Getting your workplace ready for COVID-19*
- *Infection Diseases (Amendment) Regulations 2000*
- *ECDC Technical Report – Disinfection of environments in healthcare and non-healthcare settings potentially contaminated with SARS-Cov-2*
- *IRFU Covid 19 Return to Rugby Guidelines*
- *Gov.ie Roadmap for re-opening Society*

*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.*

## 2.3 INTRODUCTION TO THE CLUB

- *Contact Details:* Sean Kirby, Club Secretary. [mubarnhallhonsec@gmail.com](mailto:mubarnhallhonsec@gmail.com)  
John Taylor, Covid 19 Safety Officer
- *Address:* MU Barnhall RFC, Parsonstown, Leixlip, Co. Kildare W23 V56N
- *Facilities :* Clubhouse and playing/training grounds.
- *Number of members and Teams:* 4 Adult Mens, 2 Adult Ladies, U20s Mens, Mixed Ability Adults, Girls & Boys Youths, Minis.

*MU Barnhall RFC is a community based rugby club, founded in 1969, based in Leixlip on approx. 15 acres, having a large clubhouse, large car park plus supplementary parking, 3 playing pitches and additional training areas. MU Barnhall has an affiliation with Maynooth University which has it's own playing grounds & training areas on the university Campus.*

### 3.0 ROLES AND RESPONSIBILITIES

*Key management personnel including their roles and responsibilities with respect to COVID-19.*

- |                                     |                                |
|-------------------------------------|--------------------------------|
| • COVID-19 CLUB Safety Officer      | • Chair of the house committee |
| • COVID-19 CLUB Compliance Officers | • Director of Rugby            |
| • Youth Coordinator                 | • Club President               |
| • Hon. Club Secretary               | • Minis Coordinator            |
| • Club Captain                      | • Club Welfare Officer         |

### 3.1 IMPLEMENTATION OF IRFU & GOVERNMENT GUIDELINES

- *Appoint COVID-19 Safety Committee members (COVID-19 CLUB Safety Officer, COVID-19 Compliance officers)*
- *Ensure 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)*
- *Ensure COVID-19 Health and Safety Plan is prepared*
- *Ensure adequate controls and procedures are in place at all times*
- *Revise/update the above when new information becomes available from Government and Health Authorities*

### 3.2 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 will be comprised of all relevant stakeholders.*
- *Ensuring that adequate COVID-19 CLUB compliance officers are appointed. 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.*
- *Advising the club of the necessary Procedures required to be 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 for 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. These shall be provided by the IRFU.*
- *Advising the club of the necessary safe equipment required including personal protective equipment.*
- *Advising the club of the necessary Signage and Information relating to COVID-19 symptoms and hygiene requirements are in place*
- *Advising the club of the necessary 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 president regularly*

### **3.3 COVID-19 CLUB COMPLIANCE OFFICER**

**COVID-19 CLUB Compliance Officers** 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 Officers 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, HSE 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*
- *Advice in instances where non-compliance with social distancing, respiratory etiquette and hygiene rules are observed.*

- *Implement temperature testing in line with Public Health advice, or if requested from a member.*

### **3.4 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*
- *Educating teams and reinforce good personal hygiene and etiquette, physical or social distancing and handwashing*

### **3.5 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 hand 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 HSE & 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*

### **3.6 PARENTS AND GUARDIANS**

*Parents and Guardians are required to adhere to requirements as set out in Section 3.5. They are also responsible for ensuring children under their care act in accordance with section 3.5.*

## 4.0 RISK ASSESSMENT

*A Covid 19 Safety Risk Assessment has been completed by the C19 Safety Officer & Club Welfare Officer*

### 4.1 RISK ASSESSMENT METHODOLOGY

#### 4.1.1 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.

IRFU has provided a Sample Risk Assessment which was used as an assistive template.

The identification of Risk Items is 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.

#### 4.1.2 INSPECTION METHODOLOGY:

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

#### 4.1.3 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:

**Rare/Remote**

**Unlikely**

**Possible**

**Probable**

**Almost Certain**

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:

- Negligible harm (Escape Unharmed)
- 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<br>HARM<br>5 | MAJOR<br>HARM<br>4 | MODERATE<br>HARM<br>3 | MINOR<br>HARM<br>2 | NEGLIGIBLE<br>HARM<br>1 |
| LIKELIHOOD | ALMOST<br>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    |

#### 4.1.4 WHO IS AFFECTED BY THE RISK

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

P = Public

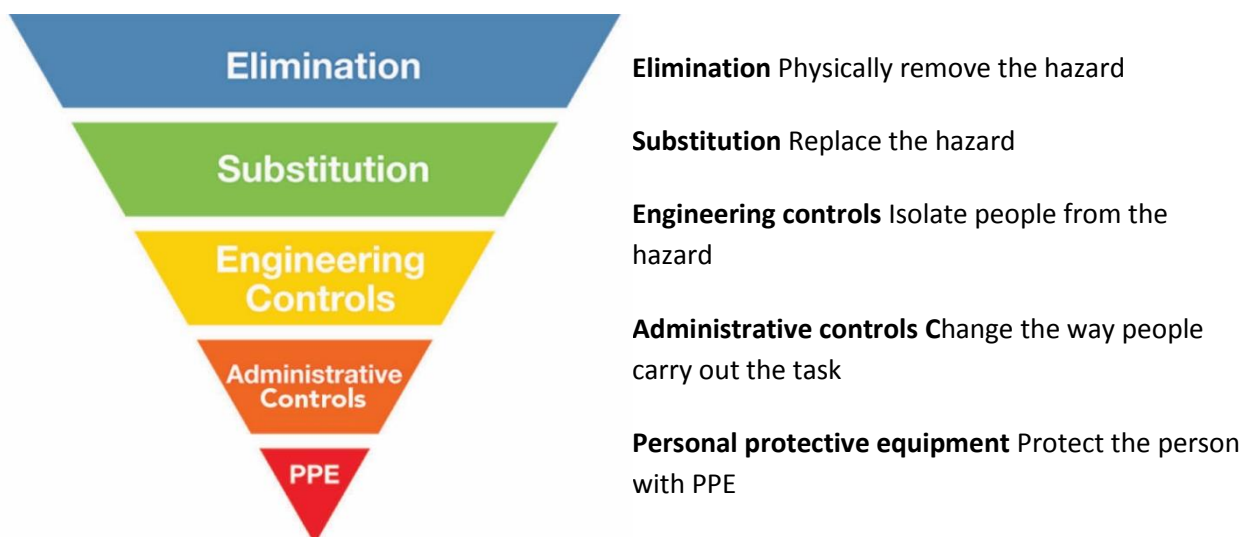
S = Sports Players/ Participants/Members

V = Visitors

#### 4.1.5 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.



#### 4.1.6 RESIDUAL RISK

The residual risk is the level of the remaining risk produced when proposed control measures have been applied. It is necessary to ensure that the risk control measures are fully implemented to achieve these levels.

#### 4.2 RISK ASSESSMENT RESULTS

Results of club risk assessment of the day to day activities for running the clubs should be recorded in tables in Appendix B.

## 5.0 PROPOSED CRITERIA FOR RESUMPTION

*MU Barnhall RFC will complete criteria for resumption for training and club activities based on the outcome of the risk assessment.*

*Criteria for resumption are control measures which should be put in place prior to commencing training and club activities. These shall be as per IRFU Guidelines.*

### 5.1 PERSONAL HYGIENE & ETIQUETTE

*MU Barnhall RFC shall include measures for advising, implementing, and controlling personal hygiene and Etiquette in line with Government and Health Authority advice. This may include –*

- *Measures for Preventing the spread of infection*
- *Hand Hygiene*
- *Respiratory Etiquette*
- *Physically Distancing Etiquette*

### 5.2 CLEANING TO PREVENT CONTAMINATION

*MU Barnhall RFC shall include measures and procedures which will be implemented for enhanced cleaning in line Government and Health Authority advice. This may include –*

- *General Cleaning Protocols*
- *Cleaning after a Suspected case*
- *Workstation cleaning*
- *Cleaning of Sanitary Facilities*
- *Cleaning of Changing Rooms Facilities*
- *Cleaning of high touch points between Training Sessions*
- *Cleaning procedures for Balls and Equipment*

### 5.3 TRAINING NUMBERS AND PERMITTED ACTIVITIES

*MU Barnhall RFC shall have in place measures for limiting the number of players at training sessions. The C19 Safety Officer shall advise the Director of Rugby, Youth Coordinatr & Mini Coordinator on the appropriate activities allowed during any given time, according to IRFU guidelines.*

- *Measures for minimising numbers at the club*
  - *Scheduling training sessions*
  - *Reduced training numbers*
  - *Additional training session*
  - *Permitted training activities*

## 5.4 USE OF PPE

*The club will provide the following as required:*

- *disposal gloves*
- *face masks*

## 5.5 TRAINING & COMMUNICATIONS

*The COVID-19 CLUB Safety Officer shall receive training and guidance from the LBIRFU & IRFU.*

*Trainign will be provided to:*

*COVID-19 CLUB Compliance Officers & all relevant personel by way of:*

- *Briefings*
- *Induction Training*
- *Daily briefings*
- *Signage*
- *Meetings (E-meetings or socially distanced)*

*Records of training should be maintained.*

## 5.6 GETTING TO TRAINING

*MU Barnhall RFC have procedures in place to ensure risk is mitigated where possible. The return is in line with Government and Health Authority. The following actions/structures in place:*

*Pre-Return to Rugby Personal Assessment Declaration*

- *Notification of Training Times*
  - *Arriving ready to train (in kit)*
  - *How to travel to training – Personal Hygiene, Car Sharing etc.*
  - *Parking and Drop off/ Collection areas*
  - *Check-in Systems*
  - *Changes to pedestrian routes and walkways*
  - *Planned and Permitted Training Activities*
  - *Actions when leaving training*
-



## 5.7 PHYSICAL DISTANCING

*MU Barnhall RFC will encourage and advise all members in respect of social distancing including*

-

- *Training and communications*
- *Signage*
- *Restrictions on spectators and visitors*
- *Changes to walkways etc*
- *Briefings*

## 5.8 USE OF FACILITIES

*Club facilities will be managed to adhere with Government and Health Authority Guidelines and reduce the risk of the spread of the virus. This may include –*

- *Use and cleaning of toilets and changing rooms*
- *Use and cleaning of balls and training equipment*

## 5.9 CATERING & REFRESHMENT FACILITIES

*The club house and dressing room areas shall remain closed until permitted to do so. Dressing rooms will be used for urgent use of toilet facilities only. Prior to opening clubhouses must ensure all facilities adhere to current IRFU, Government and Health Authority guidance with respect to restaurants and pubs.*

## 5.10 CONFLICT RESOLUTION

*Any instances of disagreement or differences in interpretation of guidelines between club members when implementing the new procedures for the club may result in there being a requirement for the club to facilitate and mediate conflict resolution.*

*Matters shall be referred to the C19 Safety Officer who will involve the executive as appropriate to resolve matters.*

*If necessary the assistance of the LBIRFU will be sought.*

## 5.11 DISCIPLINARY ACTIONS



*The club will adopt an encourage and advise approach to the return to rugby guidelines.*

*Persistent or extreme non adherence may result in the closure of club facilities.*

*Any disciplinary action will be take place in accordance with normal club operating rules.*

#### **5.12 CONTACT LOG**

Saftey Officer will ensure that contact logs shall be collated and maintained. As far as possible the club will adhere to paperless options in all matters.

Each coaching group retains a records of the return to play declarations and this is the responsibility of the named compliance officers.

No GDPR issues arise in respect of this function which was clarified at the IRFU Briefing on the 9<sup>th</sup> June 2020. Forms are completed by club membersand are for the purposes of public health.

All records will be held securely.

#### **5.13 COVID-19 ACTION LIST/CHECK LIST**

*The Saftey Office and other club officers will carry out covid safety action inpections on a regular basis and any non compliance actions will be completed. A review and feedback system has been established to rectrify any problems or issues.The club executive will be infomed of any issues that arise in a timely fashion.*

## 6.0 SUSPECTED CASE RESPONSE PLAN

*Club response to suspected case of COVID-19.*

*This may include but is not limited to:*

- *Use of the Isolation Room*
- *Details of the initial Assessment*
- *Notification of next of Kin / Doctor*
- *Transportation of Suspected Case from the club*
- *Arrangements for cleaning after suspected or confirmed case of COVID-19*
- *Waste disposed of properly*
- *Arrangements for players returning to play after illness*
- *Communication with LBIRFU & IRFU as appropriate*
- *Communication with local public health authorities & the HSE as appropriate*

## 7.0 OCCUPATIONAL HEALTH AND SAFETY

### 7.1 GENERAL

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.

### 7.2 FIRST AID

*Normal procedures for 1<sup>st</sup> aid and injury shall continue with the addition of PPE included. As per guidelines, "chest compressions only" shall be encouraged for CPR*

### 7.3 MENTAL HEALTH AND WELLBEING

*The club will support its members in safeguarding their mental health and will make a suitable referral in consultation with the player or guardian as per normal safeguarding.*

## *Appendix A*

### *Pre-Return to Rugby Personal Assessment Declaration Form*

## 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                       |
|--|--------------------------|--------------------------|
| <b>1</b> 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"/> |
| <b>2</b> 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"/> |
| <b>3A</b> 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"/> |
| <b>3B</b> Have you been advised by a doctor to self-isolate at this time?  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>4</b> Are you suffering now, or have you suffered any the following symptoms in the past 14 days?   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>A</b> Cough   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>B</b> Breathing difficulties  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>C</b> Fever/ High temperature   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>D</b> Sore Throat   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>E</b> Runny Nose  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>F</b> Flu Like Symptoms   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>G</b> Rash  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>H</b> Loss Of Smell/Taste   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>6</b> Have you been advised by a doctor to cocoon?  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>7</b> 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*

# **MU Barnhall RFC**

## *Covid 19*

## *Risk Assessment*

***Assessed by:***

*John Taylor – Club Covid 19 Safety Officer*

*Billy Goodburn – Club Welfare Officer*

Assessment Date: **02/07/2020**



Preface:

This assessment of risk is done with consideration to the **current** Covid 19 situation in Ireland and subsequent proportionate risk.

To Date: Total recorded cases of C19 for Leixlip, Celbridge, Maynooth, Straffan; 489

**National** Active Cases;     345 total  
   0.007% of the population  
   1 in 14,265 residents of Ireland.

Ref:                                Gov.ie  
   CSO.ie

**To be read in conjunction with the club C19 Safety Plan**





| 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 |  |
| UNIVERSAL RISKS                   |                                   |         |                                   |            |      |  |               |            |      |  |
| Lack of Information               | Serious Illness Spread of Virus   | P, S, V | 4                                 | 3          | 12   | <ul style="list-style-type: none"><li>Provide COVID-19 Induction training to all members before they return to the training</li><li>Update all relevant documents and communicate the updated information</li><li>Provide Signage in key locations</li><li>COVID-19 Compliance officers to check daily updates from the Government</li></ul>   | 4             | 1          | 4    | <p>Encourage all members to follow government advice and guidelines provided by HSE</p> <p><a href="http://www2.hse.ie/coronavirus/">www2.hse.ie/coronavirus/</a></p> <p>Regular communication to remind members of current protocols, and new updates</p> |
| Shaking Hands / Physical Greeting | Serious Illness & Spread of Virus | P, S, V | 4                                 | 3          | 12   | <ul style="list-style-type: none"><li>Provide COVID-19 Induction training to all members before they return to training</li><li>Signage to be displayed of the spread of the virus</li><li>COVID-19 Compliance Officers to monitor and discourage.</li></ul>   | 4             | 1          | 4    | <p>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</p>   |
| Washing / Cleansing Hands         | Serious Illness Spread of Virus   | P, S, V | 4                                 | 3          | 12   | <ul style="list-style-type: none"><li>Provide COVID-19 Induction training to all persons before they return to training</li><li>Signage on hygiene to be displayed at the entrances, and other appropriate locations</li><li>Signage to be displayed at sinks indicating correct method on how to wash hands effectively</li><li>Hand sanitiser stations to be positioned at entrances</li></ul> | 4             | 1          | 4    | <p>Regular communication to remind members of good hygiene practices</p>   |



| 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     |  |
|  |                                   |         |                                   |            |           | and near common touch points  |               |            |          |  |
| <b>Document sharing</b>                | Spread of Virus                   | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Paper documents only to be handed out or shared with members where electronic means are impractical.</li> <li>All information to be stored on a share drive. Security protocols to be put in place as required.</li> <li>All documents to be sent via email or link where possible.</li> </ul>   | 4             | 1          | <b>4</b> |  |
| <b>Travelling to and From Training</b> | Serious Illness & Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Discourage car sharing</li> <li>Encourage players to travel in their own vehicle or with members of their own household</li> <li>Encourage players to regularly sanitise their car</li> <li>Arrive at the club ready to play</li> <li>Drivers must Drop off and go or wait in their cars</li> </ul>  | 4             | 2          | <b>8</b> |  |
| <b>Physical Distance</b>               | Serious Illness Spread of Virus   | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Pitches to be laid out according to ITFU guidelines for distancing.</li> <li>Government advice on social distancing to be adhered to.</li> <li>Limit the number of players at training sessions</li> <li>Training rota to be created to reduce number of persons at any one time</li> <li>Limit number of chairs in a meeting room, or where seats can't be removed, blank off seats less than 2m from each other.</li> <li>Signage to remind members to stay physically distance</li> <li>Provide COVID-19 Induction training to all members</li> </ul> | 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 |



| 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     |  |
|   |                                    |         |                                   |            |           | before they return to the club <ul style="list-style-type: none"> <li>All members to complete health declaration</li> <li>Spectators are not permitted to watch training.</li> </ul>   |               |            |          |  |
| <b>Unavoidable Close Contact – First Aid</b>                                  | Serious Illness<br>Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Persons must wear appropriate PPE and follow strict hygiene protocols</li> <li>Create an exclusion zone around their activity</li> <li>Direct contact log for each person must be kept</li> </ul>   | 4             | 1          | <b>4</b> |  |
| <b>Shared Touchpoints: Gates, Toilets, Light switches, Door handles, etc.</b> | Serious Illness<br>Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>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.</li> <li>Hand sanitizer to be available at entrances and key locations of shared touchpoints (e.g. pitches, toilets, gates, sign-in areas, etc.)</li> <li>Loose material/items to be tidied away on desks</li> <li>Mechanism for leaving doors/gate open to reduce requirement to touch surface should be considered.</li> <li>High touch items to be cleaned after each training session</li> </ul> | 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<br>Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Clubs to ensure handrails are cleaned regularly</li> <li>Hand sanitizer made available to allow persons to sanitise their hands after using handrails</li> </ul>  | 4             | 2          | <b>8</b> |  |
| <b>Workstations</b>   | Spread of Virus                    | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>All desks to be disinfected by the user at the end of each use.</li> </ul>  | 4             | 2          | <b>8</b> | Hot desking should not be permitted.   |

| 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     |   |
|   |                                 |         |                                   |            |           | <ul style="list-style-type: none"> <li>Desks to be kept clean and tidy</li> <li>Workstations to be arranged to allow a 2m distance between users</li> </ul>  |               |            |          |   |
| <b>Meetings</b>   | Serious Illness Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>To be done remotely if possible</li> <li>Meeting room to be set up to allow social distancing</li> <li>No physical greeting</li> <li>No physical meetings to exceed 2 hours</li> </ul>  | 4             | 1          | <b>4</b> | Meeting Host to ensure contact tracing is possible.       |
| <b>Shared Appliances – Kettle, Coffee-Machines; Water Coolers, Printers</b> | Serious Illness Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>All appliances to be disinfected regularly</li> <li>Users to sanitise hands before and after use</li> <li>Disinfectant to be made available</li> <li>Signage to be displayed in relevant areas</li> </ul>   | 4             | 2          | <b>8</b> |   |
| <b>Water bottles and refill station</b>                                     | Serious Illness Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Members shall not share water bottles or other drinking vessels</li> <li>Water bottles should not be allowed to touch the taps or spouts to avoid contamination.</li> <li>Members advised to clean water bottles regularly</li> </ul>               | 4             | 1          | <b>4</b> |   |
| <b>Cutlery, cups and glass ware</b>   | Serious Illness Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Club house and refreshment facilities to remain closed until permitted.</li> <li>Once open, Government and Health Authority advice should be followed.</li> <li>All eating utensils and drinkware to be disposable or dishwasher cleaned</li> </ul> | 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      |  |
|                                       |                                 |         |                                   |            |           | <ul style="list-style-type: none"> <li>All items only to be removed from patrons whilst wearing gloves.</li> </ul>   |               |            |           |  |
| <b>Toilets</b>                        | Serious Illness Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Flush handles and sink taps to be cleaned regularly</li> <li>Hot water and soap to be provided</li> <li>No towels or hand dryers, disposable tissue only</li> <li>Social distancing should be observed at all times.</li> <li>Make appropriate alterations to toilets to allow for social distancing.</li> </ul>  | 4             | 2          | <b>8</b>  | Persons should avoid taking the sink/urinal beside another person if another is available                            |
| <b>Emergency evacuation</b>           | Serious Illness Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>In case of an Emergency Evacuation normal procedures must be followed</li> <li>Installation of new screens or barriers should not impede the evacuation routes</li> </ul>   | 4             | 3          | <b>12</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                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Members advised against using public transport to training.</li> <li>Where public transport is the only option for members, then regular talks reminding them of protocols.</li> <li>Persons should be briefed of correct hygiene and protocols when using Public Transport</li> <li>All persons using public transport should wash their hands as soon as they arrive at the club</li> </ul> | 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 Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>All rubbish to be disposed of accordingly</li> <li>All bins to be disposed of after every day that the club is in use</li> <li>Appropriate PPE gloves to be used when bringing out</li> </ul>   | 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 |   |
|  |                                    |         |                                   |            |      | the bins  |               |            |      |   |
| <b>Deliveries</b>                                    | Serious Illness<br>Spread of Virus | P, S, V | 4                                 | 2          | 8    | <ul style="list-style-type: none"> <li>Deliveries to be scheduled at a specific time</li> <li>Physical distance to be implemented</li> <li>Do not sign for the deliveries but advise them of your name</li> <li>Request invoices and receipts to be sent via email.</li> <li>Paperless to be encouraged</li> </ul>  | 4             | 1          | 4    | COVID-19 Compliance officer to keep a log of all deliveries |
| <b>Car park</b>                                      | Serious Illness<br>Spread of Virus | P, S, V | 4                                 | 2          | 8    | <ul style="list-style-type: none"> <li>Members should be discouraged from lingering in car parks before and after training</li> <li>Members should arrive 5 mins before training</li> </ul>   | 4             | 1          | 4    |   |
| <b>Entrances</b>                                     | Spread of Virus                    | P, S, V | 4                                 | 3          | 12   | <ul style="list-style-type: none"> <li>Pin pads to be disinfected regularly</li> <li>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</li> <li>Signage to be present at entrances advising on physical distancing</li> <li>Implementation of one way systems where possible</li> </ul> | 4             | 2          | 8    |   |
| <b>Visitors directly involved in club activities</b> | Spread of Virus                    | P, S, V | 4                                 | 3          | 12   | <ul style="list-style-type: none"> <li>If feeling unwell, visitors must not come to the club</li> <li>No hand shaking</li> <li>Pre arrival time to be given, visitors cannot show up unannounced</li> <li>Visitors time to be kept as short as possible</li> </ul>  | 4             | 2          | 8    |   |



| 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 |  |
| Changing rooms / lockers / showers | Serious Illness<br>Spread of Virus | P, S, V | 4                                 | 3          | 12   | <ul style="list-style-type: none"> <li>Club houses and changing rooms are to remain closed until permitted to do so.</li> <li>Once in use social distancing guidelines must be followed.</li> <li>Must be disinfected after use – responsibility of the compliance officer.</li> <li>Must be kept clean and tidy. Personal belongings to be store correctly.</li> <li>Signage to encourage social distancing</li> <li>numbers at anyone time to be limited as appropriate</li> </ul>   | 4             | 1          | 4    |  |
| Refreshment Facilities             | Serious Illness<br>Spread of Virus | P, S, V | 4                                 | 3          | 12   | <ul style="list-style-type: none"> <li>Once permitted to open current Government and Health Authority guidelines must be followed – this may include requirement for -</li> <li>queue management systems</li> <li>disposable utensils and cups</li> <li>individual condiment packets</li> <li>Table and chairs to cleaned after use</li> <li>Tables and chairs spaced to allow 2m distancing</li> <li>Gloves for staff handling cash</li> <li>Appropriate social distance and/or PPE between server/till and customer</li> <li>Appliances disinfected regularly</li> </ul> | 4             | 2          | 8    | This include BBQs and other outdoor catering.                    |
| Kitchens                           | Serious Illness<br>Spread of       | P, S, V | 4                                 | 3          | 12   | <ul style="list-style-type: none"> <li>Clubhouse and kitchen facilities to remain closed until permitted to do so.</li> <li>Once permitted to open current Government and</li> </ul>   | 4             | 2          | 8    | Consider Separate utensils and condiments for each prep station. |



| 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     |   |
|                            | Virus                           |         |                                   |            |           | Health Authority guidelines must be followed. <ul style="list-style-type: none"> <li>Follow normal HACCP guidelines</li> <li>Clean surfaces and utensils regularly</li> </ul>  |               |            |          |   |
| <b>Bar</b>                 | Serious Illness Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Clubhouse and Club facilities to be opened according to IRFU and government guidelines</li> <li>Once permitted to open current Government and Health Authority guidelines must be followed. This may include –</li> <li>Removing seating from bar counter</li> <li>Glassware to be carefully washed and collected using gloves</li> <li>All utensils to be regularly cleaned</li> <li>Seating &amp; tables to be spaced to allow recommended distance of physical separation</li> </ul> | 4             | 2          | <b>8</b> |   |
| <b>Balls and Equipment</b> | Serious Illness Spread of Virus | P, S, V | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>Balls and equipment shall only be used when permitted to do so.</li> <li>Limit the number of persons using the same equipment</li> <li>Clean balls before and after each training session</li> <li>Clean equipment before and after each use</li> <li>Label balls and equipment to assist in identifying same</li> </ul>  | 4             | 2          | <b>8</b> |   |
| <b>Rugby Training</b>      | Serious Illness Spread of       | P,S,V   | 4                                 | 3          | <b>12</b> | <ul style="list-style-type: none"> <li>PADs to be completed by players prior to training</li> <li>Training to be performed in accordance with IRFU guidelines</li> </ul>   | 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 |   |
|              | virus              |         |                                   |            |      | <ul style="list-style-type: none"> <li>Compliance Officers to oversee training</li> <li>Coaches training plans to safety officer.</li> </ul> |               |            |      |   |



## Risk Rating Matrix

|            |                  | SEVERITY     |            |               |            |                 |
|------------|------------------|--------------|------------|---------------|------------|-----------------|
|            |                  | EXTREME HARM | MAJOR HARM | MODERATE HARM | MINOR HARM | NEGLIGIBLE HARM |
|            |                  | 5            | 4          | 3             | 2          | 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               |

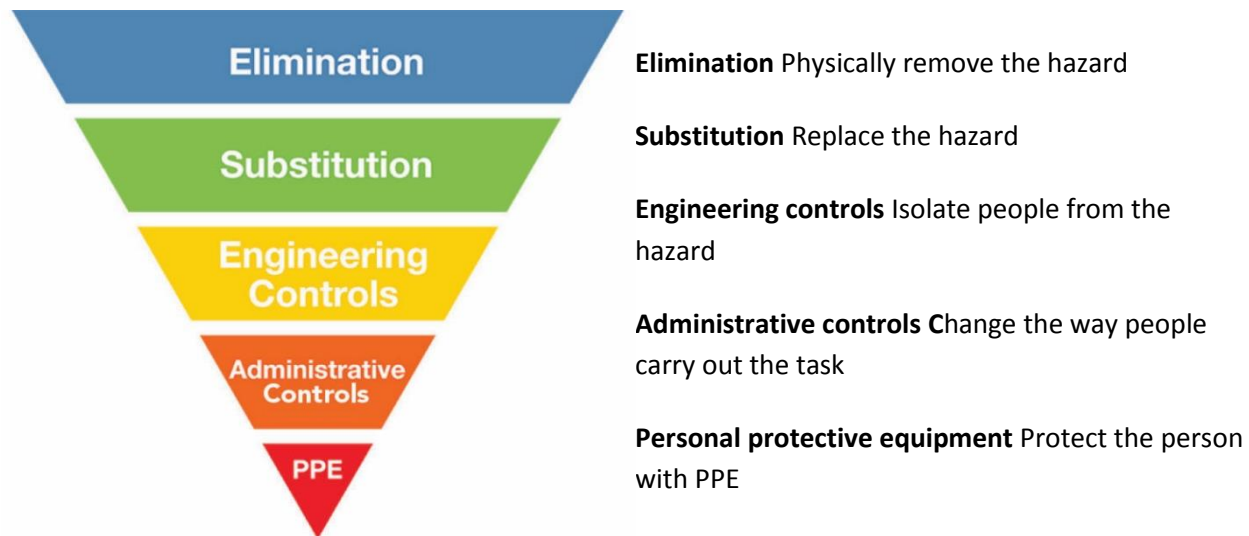


The numerical scale used is to allow comparisons of the risk levels only. No literal meaning is implied by the scoring level.

| 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    |

# Hierarchy of Controls

Below is the basis on which the Hierarchy of controls was considered when carrying out the Risk Assessment.





## *Sign off & Approval*

Risk Assessment Conducted by:

\_\_\_\_\_  
John Taylor

Club Covid Safety Officer

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

\_\_\_\_\_  
Billy Goodburn

Club Welfare Officer

Date \_\_\_\_\_

Reviewed and Approved by Club executive

\_\_\_\_\_  
Sean Kirby

Honorary Secretary

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

\_\_\_\_\_  
Sam Cawley

Director of Rugby

Date \_\_\_\_\_

***Review Date: 1<sup>st</sup> October 2020 or sooner if required.***



## *Appendix C*

### *Key Personnel & Information*

*Key Personel for Covid 19 Safety listed below*



| KEY PERSONNEL                      |                    |
|------------------------------------|--------------------|
| CLUB PRESIDENT                     | Declan Counihan    |
| CLUB SECRETARY                     | Sean Kirby         |
| CHAIR OF HOUSE COMMITTEE           | Conor Abderson     |
| CLUB WELFARE OFFICER               | Billy Goodburn     |
| DIRECTOR OF RUGBY                  | Sam Cawley         |
| COVID-19 CLUB SAFETY OFFICER       | John Taylor        |
| COVID-19 CLUB COMPLIANCE OFFICERS: | To be named        |
| YOUTH COORDINATOR                  | Camille O'Sullivan |
| MINI COORDINATOR                   | Noeleen Harrison   |
| CLUB CAPTAIN                       | Tom McKeown        |
| REGISTRATIONS OFFICER              | Theresa Tallon     |
| HEALTH & SAFETY OFFICER            | Padraig Beatty     |
|                                    |                    |
|                                    |                    |
|                                    |                    |
|                                    |                    |
|                                    |                    |
|                                    |                    |
|                                    |                    |



## PARTICULARS OF THE PREMISES

|   |  |
|---|--|
| <b>AVERAGE NUMBER OF PEOPLE IN THE PREMISES BY DAY:</b>   |  |
| <b>AVERAGE NUMBER OF PEOPLE IN THE PREMISES BY NIGHT:</b> |  |

## LOCATION OF ISOLATION ROOM

|                          |                                   |
|--------------------------|-----------------------------------|
| <b>ISOLATION ROOM 1:</b> | Referees room (subject to change) |
| <b>ISOLATION ROOM 2:</b> | Derssing room (subject to change) |

## CLEANING COMPANY

|                         |     |
|-------------------------|-----|
| <b>NAME:</b>            | N/A |
| <b>TELEPHONE</b>        |     |
| <b>EMAIL</b>            |     |
| <b>CONTACT NAME:</b>    |     |
| <b>CONTACT DETAILS:</b> |     |

## IN HOUSE CLEANING

|                      |  |
|----------------------|--|
| <b>CONTACT NAME:</b> | Conor Anderson, Chair of House Committee |
|----------------------|--|

## EMERGENCY CONTACTS

|                                      |                                   |
|--------------------------------------|-----------------------------------|
| <b>AMBULANCE SERVICES</b>            | 999 / 112                         |
| <b>HSE MEDICAL OFFICER OF HEALTH</b> | Director of Public Health Nursing |





## *Appendix D*

### *Visitor Declaration*

Visitors to the club involved in rugby activity shall be subject to relevant health declarations from their own clubs. All visitors involved in rugby activity who are not members of other affiliated clubs (such as youth programmes etc) shall complete the appropriate forms prior to activity.



## VISITOR HEALTH DECLARATION

|   | 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?        |     |    |
| 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? |     |    |
| 3 | 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?        |     |    |
| 3 | Have you been advised by a doctor to self-isolate at this time?   |     |    |
| 4 | Are you suffering now, or have you suffered any the following symptoms in the past 14 days?   |     |    |
|   | A Cough?  |     |    |
|   | B Breathing difficulties?   |     |    |
|   | C Fever/ High temperature?  |     |    |
|   | D Sore Throat   |     |    |
|   | E Runny Nose  |     |    |
|   | F Flu Like Symptoms   |     |    |
|   | G Rash  |     |    |
|   | H Loss Of Smell/Taste   |     |    |
| 6 | Have you been advised by a doctor to cocoon at this time?   |     |    |
| 7 | Have you returned to Ireland from another country within the last 14 days?  |     |    |

If "YES", where?

I confirm that I have responded to the questions above truthfully based on my current condition and I commit to advising the person I am meeting and excluding myself if this situation changes, (i.e. if a point in the future, I would answer "YES" to any of the above questions).

NAME:

SIGNATURE:

DATE:

VISITING:



## *Appendix E*

# *Action/Check Lists for COVID-19 CLUB Compliance Officer*

*Action/Check lists should be completed at regular intervals –*

- *Before/After Each Training Session*
- *Daily*
- *Weekly*
- *Monthly*

*Included below are sample checklists which may be used or altered as necessary.*



## DAILY CHECKLIST

|                           |  |               |           |                |           |                  |           |                 |           |               |           |                    |           |               |           |
|---------------------------|--|---------------|-----------|----------------|-----------|------------------|-----------|-----------------|-----------|---------------|-----------|--------------------|-----------|---------------|-----------|
| <b>TRAINING SESSION</b>   |  |               |           |                |           |                  |           |                 |           |               |           | <b>DATE:</b>       |           |               |           |
| <b>RESPONSIBLE PERSON</b> |  |               |           |                |           |                  |           |                 |           |               |           | <b>Week Ending</b> |           |               |           |
|                           |  | <b>MONDAY</b> |           | <b>TUESDAY</b> |           | <b>WEDNESDAY</b> |           | <b>THURSDAY</b> |           | <b>FRIDAY</b> |           | <b>SATURDAY</b>    |           | <b>SUNDAY</b> |           |
| <b>HYGIENE</b>            |  | <b>YES</b>    | <b>NO</b> | <b>YES</b>     | <b>NO</b> | <b>YES</b>       | <b>NO</b> | <b>YES</b>      | <b>NO</b> | <b>YES</b>    | <b>NO</b> | <b>YES</b>         | <b>NO</b> | <b>YES</b>    | <b>NO</b> |
| 1                         | Hand Sanitizers available at key areas                                     |               |           |                |           |                  |           |                 |           |               |           |                    |           |               |           |
| 2                         | Soap is available at all hand washing facilities                           |               |           |                |           |                  |           |                 |           |               |           |                    |           |               |           |
| 3                         | Waste Bins in place  |               |           |                |           |                  |           |                 |           |               |           |                    |           |               |           |
| 4                         | High Touch Facilities disinfected before and after training                |               |           |                |           |                  |           |                 |           |               |           |                    |           |               |           |
| 5                         | Disinfectant available for all players to clean down surfaces as required. |               |           |                |           |                  |           |                 |           |               |           |                    |           |               |           |
| <b>DOCUMENTATION</b>      |  | <b>YES</b>    | <b>NO</b> | <b>YES</b>     | <b>NO</b> | <b>YES</b>       | <b>NO</b> | <b>YES</b>      | <b>NO</b> | <b>YES</b>    | <b>NO</b> | <b>YES</b>         | <b>NO</b> | <b>YES</b>    | <b>NO</b> |
| 6                         | Have players provided Pre-Return to Rugby Personal Assessment Declaration  |               |           |                |           |                  |           |                 |           |               |           |                    |           |               |           |
| 7                         | Are all players cleared to play?   |               |           |                |           |                  |           |                 |           |               |           |                    |           |               |           |
| 8                         | Has the team received any return from illness forms?                       |               |           |                |           |                  |           |                 |           |               |           |                    |           |               |           |



| COMMUNICATION |  | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO |
|---------------|--|-----|----|-----|----|-----|----|-----|----|-----|----|-----|----|-----|----|
| 9             | Is Signage is in place, visible, and up-to-date?                           |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| 10            | Have players received induction training?                                  |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| CHECK-IN      |  | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO |
| 11            | Queuing system in place and being observed                                 |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| 12            | Sanitiser available for players as required.                               |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| 13            | Signage in place at check-in   |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| EQUIPMENT USE |  | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO |
| 14            | Equipment sanitised before training session                                |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| 22            | Equipment sanitised after training session                                 |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| Sanitization  |  | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO | YES | NO |
| 15            | Has the rubbish been disposed of appropriately?                            |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| 16            | Have all surfaces & touchpoints cleaned thoroughly:                        |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| 17            | Have all toilets and sinks been disinfected                                |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| 18            | Hand washing facilities include soap hot water, disposable towels in place |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| INITIALS:     |  |     |    |     |    |     |    |     |    |     |    |     |    |     |    |
| DATE:         |  |     |    |     |    |     |    |     |    |     |    |     |    |     |    |



| 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   |  |                 |  |
| <p>Informal education may include –</p> <ul style="list-style-type: none"> <li>Don't Share water bottles</li> <li>Wash hands before and After training</li> <li>Don't spit or clear nasal passages on the pitch</li> <li>Adhere to social distancing measures</li> <li>No horseplay</li> <li>Do not shake hands, fist bump or high five</li> <li>If you feel unwell, notify your coach immediately</li> </ul> |  |                 |  |



## *Appendix F*

### *Occupant Capacities for Rooms*

Details of occupant capacities for the club house based on Government and Health Authority Guidelines.



| Building  | Zone | Room Name            | Capacity with Physical Distancing     |
|-----------|------|----------------------|---------------------------------------|
| Clubhouse |      | Members Bar          | Capacity analysis not yet carried out |
|           |      | Function Room        | Capacity analysis not yet carried out |
|           |      | Kitchen              | Capacity analysis not yet carried out |
|           |      | Office               | Capacity analysis not yet carried out |
|           |      | Exec Meeting Room    | Capacity analysis not yet carried out |
|           |      | Players Meeting Room | Capacity analysis not yet carried out |
|           |      | Changing Rooms       | Capacity analysis not yet carried out |
|           |      | Toilets              | Capacity analysis not yet carried out |
|           |      |                      |                                       |
|           |      |                      |                                       |
|           |      |                      |                                       |
|           |      |                      |                                       |
|           |      |                      |                                       |
|           |      |                      |                                       |
|           |      |                      |                                       |