



## Bury CC Summary Document

This risk assessment is in line with government and ECB guidance and regulations from Monday 17<sup>th</sup> May. A further update and revised risk assessment is expected for the period beginning Monday 19<sup>th</sup> July. Following the updated government guidance for the Greater Manchester area on 8<sup>th</sup> June, changes have been made to how we will operate for the time being. These changes are shown in **bold**.

Our aim is through assessing risk, following government advice allied to the ECB's guidance on the return to cricket that we create a safe environment for all to enjoy cricket at Bury Cricket Club.

Both our checklist and risk assessment are enclosed and we would advise that you read and understand so that you may fully enjoy your cricket safely at Bury Cricket Club.

The summary points are here:

1. All players, members and visitors must check in via either the NHS Track & Trace QR code or via the club QR code displayed on clubhouse windows every single time they enter the grounds.
2. Players should change at home. The **changing rooms can be used for storage only** and players should limit the amount of time they spend inside them. The showers are not to be used.
3. Players' toilet facilities are available through the changing rooms
4. The Umpire's room can be used with a maximum of 1 person at any one time
5. During rain delays, players and umpires should return to their vehicles or use the pergola as shelter
6. Spectators are permitted provided they obey government guidelines on gatherings (max 30 in a group outdoors)
7. Food and drink will be served from the counter using table service. Only **1 person at a time is permitted to enter the main room to be served at the counter for take-away services**. Masks must be worn when being served inside. Customers must sign in using the QR code.
8. **Our indoor seating area will be closed at this time.**
9. Teas will not be provided
10. Male spectators are to use the disabled toilet, accessed from the main room, and female spectators are to use the ladies toilet, accessed via the corridor from the main room.
11. Masks must be worn at all times when entering the building, including when accessing the toilet facilities and when travelling to a table to be served
12. Away team scorer will be positioned outside, in an area closed off to spectators (with access to electric)

All the above is correct as of 17<sup>th</sup> May and we will review on an ongoing basis



**Bury Cricket Club Risk Assessment- To facilitate  
cricketing activities  
created 09-06-21**

What are the hazards?	Transmission of COVID-19	
Who might be harmed?	Facility users, staff, volunteers, visitors and the wider community	
No	Controls required	Action Taken by the Club
<b>Facility Capacities</b>		
	Have you determined the safe capacity of your field of play and grounds for both organised cricket activity and off-field activities, accounting for social distancing, legal gathering size limits and supervision ratios where applicable?	The ground is a large open expanse of land. There are sufficient seating arrangements for people to social distance. There is plenty of space to have socially distance practice.
	Have you determined the safe capacity of your net practice facilities accounting for social distancing and legal gathering size limits?	Limit nets to 6 participants per lane
<b>Organised activities</b>		
	Have you reviewed playing guidance and made suitable adaptations to your approach to practice and matches?	Yes. We will be following ECB guidelines.
	Have you reviewed supervision ratios and adapt group sizes for supervised children's activities accordingly? Have you ensured safeguarding procedures are being followed, even under COVID restrictions?	Yes. We will have sufficient coaches and helpers to deliver coaching sessions. They are DBS checked.
	Have you assessed measures to ensure spectators can be present whilst obeying government guidelines?	Benches are socially distanced and sufficient in number for the number of spectators that attend our games.
<b>People Management and Communication</b>		
	Establish what restrictions are in place for your venue location including restrictions on gathering size limits in line with the UK Government Roadmap and ensure your control measures are appropriate.	Two households, or a group of upto 6, can mix indoors, and upto 30 can meet outdoors. <b>Latest government advice is to avoid indoor mixing where possible.</b>

	Self-screening of individuals before they arrive at the venue to ensure individuals displaying COVID symptoms or those who should be shielding do not travel or attend.	All participants to be advised prior to sessions/matches.
	Ensure that NHS Test and Trace data collection system is in place and that it is compliant with Information Commissioner's Office guidance.	We will utilise the Test and Trace system set up last year.
	Ensure that your NHS QR Code poster has been produced and displayed for use by visitors.	NHS QR Code posters displayed in clubhouse windows, in addition to club QR code.
	An assessment of user numbers, space capacities, venue circulation and layout planning to maintain social distancing.	<p>Male spectators are to use the disabled toilets accessed via the main room. Here, there is sufficient space for people to wait outside and socially distance if the toilets are in use. Female spectators are to use the ladies toilet accessed via the corridor leading from the main room.</p> <p>Changing rooms can be used <b>for storage only</b>, and players are to change at home or outside. Players are to use the toilets accessible from the changing rooms.</p> <p>Showers are not to be used at this time.</p> <p>One umpire can use the Umpire's room at any one time</p> <p>Masks must be worn when entering the building to use toilet, changing rooms or when moving to and from a table to be served.</p> <p>Home team scorer can use the scorer's box provided both windows are fully open for ventilation. Away scorer positioned outside.</p>
	Have you updated your NHS Test and Trace contact detail collection and record keeping process to include casual spectators that might come into contact with players etc?	Increased number of posters displaying QR codes positioned around the ground
	A plan for where parents and players will sit whilst watching cricket activities.	Sufficiently socially distanced seating available around the ground.
	Signage and communication so that all participants and visitors (including spectators) are aware of the control measures in place and how to act appropriately to minimise the risk of transmission of COVID-19.	Signage displayed in clubhouse windows and outside noticeboard

	Staff and volunteer training to support the implementation of the plan, with suitable training records.	Committee members and junior managers trained on procedures.
<b>Buildings</b>		
	Assess ventilation in your building (natural and mechanical) and take appropriate measures to maximise ventilation and minimise risk of transmission.	Windows and doors to remain open in main room to improve ventilation. One changing room door should be kept open for ventilation purposes.
	Assess the maximum occupancy of your rooms in order to ensure Social Distancing can be maintained, and establish a suitable circulation system / one-way system. Use signage and floor markings to communicate this.	Main room: On a matchday, the main room has a capacity of 12 customers, in addition to counter staff. <b>In response to the latest government advice for the Greater Manchester region, our indoor seating area is closed during matchdays and only one person is permitted at any one time to enter the main room to be served at the counter.</b> During private functions, where public access is not permitted and the room can be set out differently, a maximum of 24 people can be seated at socially distanced tables (4 tables of upto 6), in addition to counter staff.
	Assess the arrangement of seating areas to maintain social distancing and minimise the risk of transmission.	Tables will be set out to ensure social distancing is in operation between groups. Sufficiently socially distanced outdoor seating available.
	Consider your wet weather plans and describe what actions you will take to maintain social distancing in wet weather.	Practice to be cancelled- players to return to vehicles. During a match, all players and officials return to vehicles and not the changing rooms. The pergola can be used as shelter.
<b>Social and Hospitality Areas</b>		
	Have you read and understood the requirements of the government guidance for restaurants and bars available <a href="#">here?</a>	Yes
	Have you put in place a food and beverage service plan that conforms to the requirements of the government guidance for restaurants and bars available <a href="#">here?</a>	Customers will only be served when they are sat at a picnic bench outside, <b>or one person at a time will be served at the</b>

		<b>entrance to the main room.</b> They must consume their food and drink at the table.
	Have you assessed the safe capacities for table service of food and beverages indoors and outdoors (subject to social distancing and legal gathering size limits)?	Main room: On a matchday, the main room has a capacity of 12 customers, in addition to counter staff. <b>In response to the latest government advice for the Greater Manchester region, our indoor seating area is closed during matchdays and only one person is permitted at any one time to enter the main room to be served at the counter.</b> During private functions, where public access is not permitted and the room can be set out differently, a maximum of 24 people can be seated at socially distanced tables (4 tables of upto 6), in addition to counter staff.
	Have you a plan in place to serve take-away food and alcohol that takes into account social distancing?	Yes, tables will be positioned in the main room so that any customers collecting take-away food are distanced from seated customers.
	Have you reviewed your food and beverage service plan to ensure that it is compliant with your premises licence or club premises certificate for the serving of alcohol?	Yes.
	Have you updated your cleaning plan to include food and beverage preparation, service and consumption areas?	Kitchen surfaces will be cleaned regularly when in use, and before and after the counter opens. Tables to be cleared and cleaned once a group of customers vacate that table.
	Have you updated your staff/volunteer training plan to include the requirements of your food and beverage service plan?	Volunteers are aware of the measures in place.
	Have you updated your signage and communications plan to include the requirements of your food and beverage service plan?	Appropriate signage in place on tables and at clubhouse entrance.
	Have you updated your assessment of PPE requirements and provision to include the requirements of your food and beverage service plan?	Sufficient PPE stocked.
	Have you reviewed and updated your COVID risk assessment to include your food and beverage service plan and the above?	Yes.
	Have you communicated your updated COVID risk assessment and plans?	Yes.
<b>Hygiene and Cleaning</b>		
	Develop an appropriate cleaning plan	Regular cleaning regime in place.

	Materials, PPE and training that you have provided to your staff for effective cleaning.	Stock has been purchased.
	Provision of suitable hand sanitiser in locations around the facility to maintain frequent hand sanitisation.	Hand sanitiser provided on tables outside each changing room and upon entrance to the main room
	Provision of hand washing facilities with warm water, soap, disposable towels and bin.	Provided in toilets.
	Provision of suitable wipes and hand sanitiser on the field for Hygiene Breaks.	Sanitising station positioned on the boundary edge with wipes and hand sanitiser.
	Have you included the cleaning of seating areas in your cleaning plan?	Tables and seats to be cleaned in between different groups of customers using antibacterial wipes
	Have you included the cleaning of changing rooms and showers in your cleaning plan?	Changing rooms to be cleaned and common touchpoints to be wiped after every game. Showers are not be used.
	What are the hazards?	Other venue hazards to be considered after temporary closure such as Legionnaire's Disease, fire, electrical safety etc.
	Who might be harmed?	Facility users, staff, volunteers and visitors
	Controls required	Action Taken by the Club
<b>Preparing Your Buildings</b>		
	Consider the risk of Legionnaire's disease and carry out necessary work to make your water supply safe for users. Refer to the specific guidance in the document above.	N/A. No water storage in the clubhouse.
	Check that routine maintenance has not been missed and certification is up to date (e.g. Gas safety, Electrical Safety and Portable Appliance Testing, Fire Safety, Lifts and Heating – Ventilation and Air Conditioning).	Regular safety checks carried out as per handbook in clubhouse.
	Check that your ground is ready and safe to play. Look at what work is required and how this can be done safely at a social distance.	Socially distanced work taking place.
	What are the hazards?	Vital first aid equipment is not available when needed. First aiders do not have adequate PPE to carry out first aid when required.
	Who might be harmed?	First aiders, facility users, staff, volunteers and visitors
	Controls required	Action Taken by the Club

First Aid		
	Check that your first aid kits are stocked and accessible during all activity.	First aid kit stoked and in home changing room.
	What steps have you taken to improve your first aiders' understanding of first aid provision under COVID?	Advised them to check St John's Ambulance guidance.
	If you have an AED then check that it is in working order, service is up to date and that it is available during all activity.	Checked.
What are the hazards?	Pitches or outfield are unsafe to play on	
Who might be harmed?	Players, officials, ground staff	
Controls required		Action Taken by the Club
Preparing your grounds		
	Safety checks on machinery, sightscreens and covers.	Repairs have taken place
	Check and repair of any damage to pitches and outfields.	Groundsman working on pitch/ground
	Check and repair of any damage to practice facilities including nets	Nets rolled & cleaned.





## BURY CRICKET CLUB CHECKLIST TO PREPARE THEIR CLUBHOUSES TO BE COVID-19 READY

No	Action	Completed
<b>1</b>	<b>Preparation</b>	
1.1	Have you read the government guidance including: <ul style="list-style-type: none"> <li><a href="#">Roadmap out of Lockdown</a> – which outlines what can be done when.</li> <li><a href="#">Grassroots sports guidance for the public and sport providers.</a></li> <li><a href="#">Sport England Guidance.</a></li> <li><a href="#">Meeting with others safely (social distancing).</a></li> <li><a href="#">Face coverings.</a></li> <li><a href="#">NHS Test and Trace: how it works.</a></li> <li><a href="#">Maintaining Records for NHS Test and Trace.</a></li> <li><a href="#">Restaurants, pubs and takeaway service.</a></li> </ul>	YES
1.2	Have you read and understood this ECB guidance document?	YES
<b>2</b>	<b>Organising cricket activities</b>	

2.1	<p>Have you developed a method for making all participants aware:</p> <ul style="list-style-type: none"> <li>• Of the need to self-assess for COVID-19 symptoms prior to leaving home and to not attend if symptomatic but to follow NHS and PHE guidance on self-isolation?</li> <li>• Of the increased risk associated with taking part in cricket activity?</li> <li>• Of the advice to comply with public health restrictions and avoid highrisk behaviour outside of the cricket setting?</li> <li>• Of the need to adhere to legal gathering limits before and after cricket activities and to act responsibly to limit transmission risk wherever possible?</li> <li>• That it is their choice to participate in a modified version of the game and the need for them to comply with COVID-19 measures?</li> <li>• That people with health conditions that put them at increased risk should consider the risks of participating in cricket activity?</li> <li>• The requirement to shield when applicable?</li> <li>• That social distancing and good hygiene practice should be maintained at all times at the venue?</li> <li>• The need to limit the time spent congregating at a venue before and after the cricket activity?</li> <li>• That they should bring their own food (including tea) and drink and water bottles should be clearly marked with the owner’s name and not shared?</li> <li>• Legal gathering size limits should be observed off the field?</li> <li>• That sharing of equipment must be avoided where possible?</li> <li>• Of the adaptations to playing conditions (such as hygiene breaks)?</li> <li>• That no sweat or saliva should be applied to the ball?</li> </ul>	YES
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2.4	Are you compliant with recommended supervision ratios for Supervised Children’s Activity?	YES
2.5	Have you carried out DBS checks where applicable?	YES
2.6	Have you developed and communicated a protocol for parents?	YES
2.7	Have your coaches read and understood the guidance to coaches in this document?	YES
2.8	Have you taken measures to manage the use of practice nets safely?	YES
<b>3</b>	<b>NHS Test and Trace</b>	
3.1	Have you developed a legally compliant system for recording, managing and disposing of attendee contact data as required by NHS Test and Trace?	YES
3.2	Have you produced and displayed your NHS QR Code?	YES
<b>4</b>	<b>On your Ground</b>	
4.1	Have you referred to the latest GMA Guidance on grounds maintenance during COVID available <a href="#">here</a> ?	YES
4.2	Have you risk assessed the safe occupancy numbers of your nets and installed appropriate signage? Have you communicated these limits in your documentation and signage?	YES

4.3	Have you risk assessed the safe occupancy numbers of your field of play and surrounding areas for both organised sport and other use scenarios, taking into full account supervision ratios, social distancing and legal gathering limits? Have you communicated these limits in your documentation and signage?	YES
<b>5</b>	<b>People Management and Communication</b>	
5.1	Have you made suitable adaptations to venue layout and signage for the legal gathering size limits to achieve compliance with these restrictions off the field of play?	YES
5.2	Have you assessed the different user groups (participants), their numbers and needs and developed a plan to move them to, within and from your venue safely?	YES
5.3	Have you assessed the time that different user groups will spend at the venue and managed the risk accordingly?	YES
5.4	Have you developed a communication plan?	YES
5.5	Have you tailored this to different user groups and adapted for young people or those with a disability?	YES
5.6	Have you used all your communication channels to reach different people effectively (social media, email, website etc.)?	YES
5.7	Have you corresponded with your league (where applicable) and opposition to let them know your COVID plans and how they need to act when they are at your venue?	YES
5.8	Have you developed your signage, thought about where signage is needed and installed appropriately?	YES
5.9	Have you carried out briefings with your employees, contractors and volunteers and kept records to show that this has been understood and an opportunity to have questions answered has been given?	YES
<b>6</b>	<b>In your Buildings</b>	

6.1	Have you developed your cleaning plan?	YES
6.2	Have you carried out a thorough clean of all areas, all surfaces and all potential contact points before opening?	YES
6.3	Have you planned to carry out an all surface clean daily pre- and postopening?	YES
6.4	Have you identified common touch points (such as door handles, gaming machines, sanitiser stations) and a plan to clean these frequently (e.g. hourly)?	YES
6.5	Have you provided suitable training, materials and PPE for your staff or volunteers to carry out cleaning to your plan?	YES
6.6	Have you maximised ventilation by opening windows and doors (not fire doors)?	YES

6.7	If you have an air conditioning system has it been set to exchange with external air and not recirculate?	N/A
6.8	Have you carried out the necessary checks and actions to manage the risk of Legionella? See the guidance from the HSE <a href="#">here</a> .	YES
6.9	Have you checked that routine maintenance has not been missed and certification is up to date (e.g. Gas safety, Electrical Safety and Portable Appliance Testing, Fire Safety, Lifts and Heating – Ventilation and Air Conditioning)?	YES
6.10	If services were isolated – have they been reinstated by a qualified professional?	N/A
6.11	Have you assessed the maximum occupancy of your available rooms (room use limited as per Step 3 – see guidance above) to enable Social Distancing to be maintained, and established a suitable circulation system / one-way system?	YES
6.12	Have you used signage and floor markings to communicate this?	YES
6.13	Removed – see 10.0 below.	
6.14	Have you developed your toilet operating plan? Have you got a toilet checking and cleaning programme in place?	YES
6.15	Have you got signage on handwashing technique and have you provided soap for hand washing?	YES
6.16	Have you assessed handwashing queues and whether or not suitable hand sanitiser can be provided to support this?	YES
6.17	Have you assessed optimum locations for hand sanitiser stations and where these should be located?	YES
6.18	Have you assessed the quantities of hand sanitiser required (anticipate for Day 1, review for Day 2 and so on) and purchased enough to maintain supply?	YES
6.19	Have you considered how your scoreboard can be used safely?	YES
6.20	Have you got a plan for what you are going to do in wet or sunny weather (use personal vehicles, use temporary structures like gazebos and marquees etc)? Have you communicated this plan?	YES
<b>7</b>	<b>Social and Hospitality Facilities</b>	
7.1	Have you read and understood the requirements of the government guidance for restaurants and bars available <a href="#">here</a> ?	YES
7.2	Have you put in place a food and beverage service plan that conforms to the requirements of the government guidance for restaurants and bars available <a href="#">here</a> ?	YES

7.3	Have you reviewed your food and beverage service plan to ensure that it is compliant with your premises licence or club premises certificate for the serving of alcohol?	YES
7.4	Have you updated your cleaning plan to include food and beverage preparation, service and consumption areas?	YES
7.5	Have you updated your staff/volunteer training plan to include the requirements of your food and beverage service plan?	YES

7.6	Have you updated your signage and communications plan to include the requirements of your food and beverage service plan?	YES
7.8	Have you updated your assessment of PPE requirements and provision to include the requirements of your food and beverage service plan?	YES
7.9	Have you reviewed and updated your COVID risk assessment to include your food and beverage service plan and the above?	YES
7.10	Have you communicated your updated COVID risk assessment and plans?	YES
<b>8</b>	<b>PPE, First Aid, Injuries and Emergencies</b>	
8.1	Have you made sure that your first aiders have reviewed the advice provided by St John Ambulance on first aid during the COVID Pandemic – available <a href="#">here</a> .	YES
8.2	Have you checked that your first aid kits are stocked, in date and available during activities?	YES
8.3	Have you assessed the PPE (including face coverings) required by your first aiders and made that available in/with the first aid kits?	YES
8.4	Have you checked that your Automated External Defibrillators (AEDs) are working, serviced and available during activities?	YES
8.5	Do you have a cleaning plan for any treatment or isolation facilities?	YES
8.6	Do you have a legally compliant record keeping system for recording the contact details of those receiving and providing close-contact care/interventions for the purposes of NHS Test and Trace?	YES
8.7	Have you assessed the requirement to supply / wear face coverings in your buildings?	YES
8.8	Have you made and communicated a plan on what to do if someone develops COVID symptoms at your venue?	YES
8.9	Do you have an emergency plan and are the appropriate people familiar with the <a href="#">guidance for first responders</a> , in case of emergency situations?	YES
8.10	Have you supplied suitable cleaning wipes and hand sanitiser for the field of play and have you instructed match officials to provide suitable hygiene breaks?	YES
<b>9</b>	<b>Risk Assessment</b>	
9.1	Have you completed your COVID Risk Assessment and shared this with your participants? (See Appendix 2)	YES
9.2	Have you shared your operations plan and COVID Risk Assessment with your insurer and insurance advisor?	YES
<b>10</b>	<b>Updates required at Step 3</b>	
10.1	Have you carried out a risk assessment to determine whether or not it is safe for you to open changing rooms and showers and what steps are required to do this safely (see the Changing Rooms section in Part 2. Note that no venue is obliged to provide changing facilities (other than to disabled persons or to those needing it for safeguarding purposes, where such provision can be made available safely).	YES

10.2	Have you determined your changing room policy and communicated that to all users prior to their arrival?	YES
10.3	Have you carried out a risk assessment to determine whether or not you can extend hospitality provision indoors and that any such provision is compliant with government <a href="#">guidance on hospitality</a> ?	YES
10.4	Have you carried out a risk assessment to determine whether or not it is safe for you to provide teas to players during matches? No club or venue are obliged to provide teas at this stage. Have you communicated your plans for teas to all players and match officials?	YES
10.5	Have you carried out a spectator risk assessment, determined safe capacity and developed and communicated a management plan for spectators?	YES