

# Holiday Camp Risk Assessment & Procedures – What to Expect

UPDATED 2nd October 2020



Activities & Considerations	What is the hazard?	EPC Procedures & Controlling Actions
<b>Staff, Player &amp; Players Family Illness Procedure</b>	Exposure to the virus and an outbreak of the virus is increased If anyone becomes unwell with a new continuous cough or a high temperature in the workplace	<p>All EPC staff are aware of illness procedure and will report to line managers prior to arrival at any coaching venue if they become unwell or display any symptoms of coronavirus.</p> <p>If anyone becomes unwell with a new continuous cough, loss of taste or smell or a high temperature in the workplace or during the camp they will be sent home and advised to follow the stay at home guidance.</p> <p>Parents have the responsibility to inform EPC if their child becomes ill or displays any symptoms of coronavirus before attending or after leaving a camp day. No-one should leave home to participate in football if they, or someone they live with, has any of the following: • A high temperature (above 37.8°C); • A new, continuous cough; • A loss of, or change to, their sense of smell or taste.</p> <p>Children who have been asked to self-isolate due to a COVID case in their school or home environment will not be permitted to attend EPC holiday camps until their 14 day isolation period has been completed.</p> <p>If we suspect a child or member of staff may be displaying signs of coronavirus we will immediately escort them to a designated 'isolation area' where they will remain on their own with a coach who will be waiting outside until a parent arrives to collect.</p> <p>All members of the suspected persons bubble will be informed and sent home immediately. We will then ask those children to self-isolate and not to return to any EPC summer camps for a 14-day period.</p> <p>Our staff will adhere to the FA guidelines in the case of a child testing positive during one of our camps and we will inform all parents of the actions taken in this event.</p>
<b>Entering &amp; Leaving Camp Premises</b>	Exposure to virus is increased unless players, staff and parents adhere to social distancing guidelines.	<p>A one-way system will be in operation for players to be dropped off at camp venue and for parents to leave through, ensuring players are organised into their coaching bubbles as they arrive</p> <p>Parents to sign to give consent to their child taking part in the camp and that they are happy with Essex Professional Coaching's COVID 19 planning arrangements before doing so</p>

		<p>Once registered, players follow the coaches to drop their lunch and belongings in their designated changing room, before joining their designated bubble group on the pitch</p> <p>The following signage will be present at all camp venues – One-way system, reminders of checked for symptoms of COVID 19 before arriving at camp</p> <p>Hand sanitiser provided for players to wash their hands upon arrival as well as before and after eating and after sneezing or coughing.</p> <p>Briefing will take place for each group by the lead coach before each session. This will be led by Jack Walker who is the responsible for implementing the risk assessment each day at camp.</p> <p>Staggered breaks throughout the day including water breaks and lunch for each coaching bubble</p> <p>Coaches will not mix where possible with players or other coaches from other bubbles and groups and will consider their route and area setup to avoid contact with others as much as possible upon entering and leaving the venue</p> <p>Unfortunately, parents are not allowed to enter either venue, we will continue to follow the latest guidelines and if we feel we can do this in a safe way we will adjust accordingly</p> <p>Parents should drop their children off and leave the venue PROMPTLY as soon as their child is signed in with the holiday camp lead</p> <p>At the end of the day children can be collected one at a time from the same point at which they were dropped off in the morning, making sure they have remembered all their belongings.</p>
<p><b>Cleaning Equipment</b></p>	<p>Exposure to virus is increased unless appropriate standards of cleaning &amp; disinfection are in operation</p>	<p>Frequently cleaning and disinfecting all equipment and surfaces that are touched regularly particularly in areas of high usage such as toilets</p> <p>Coaches do not need to use new footballs for each session but will clean these at the start and end of each day using the anti-bacterial cleaning spray provided by EPC</p> <p>Any coaching equipment used (e.g. cones, mannequins etc) will be cleaned and wiped down afterwards</p>

<p><b>First Aid</b></p>	<p>Exposure to the virus is increased if first aiders on site do not wear the relevant PPE</p> <p>Exposure to the virus is also increased if you do not minimise the time you share a breathing zone</p>	<p>All coaching groups and bubbles will have a designated first aider to ensure that in the case of an injury or an emergency the coach working with the group will be able to look after and treat the player in a safe manner – lead group coaches</p> <p>Mask and gloves to be worn and disposed of appropriately by the designated first aider when dealing with an injury, with the washing of hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible after the incident.</p> <p>Try to assist at a safe distance from the casualty as much as you can and minimise the time you share a breathing zone</p> <p>If players are capable, tell them to do things for you, but treating the casualty properly should be your first concern - Remember the 3P model – preserve life, prevent worsening, promote recovery.</p> <p>In the case of a suspected serious illness or injury, 999 will be called immediately with the call handler informed if the patient has any COVID-19 symptoms.</p> <p>First aid kits will be carried out and be present at all sessions – lead coaches to ensure these are fully stocked</p>
<p><b>Coughs, Sneezing &amp; Spitting</b></p>	<p>Exposure to virus is increased if Players, Staff &amp; Parents cough, sneeze, or spit (without adhering to the catch it, bin it, kill it guidelines).</p>	<p>Tissues to be provided and coaches to remind everyone to catch coughs and sneezes in tissues</p> <p>Follow Catch it, Bin it, Kill it guidelines - Ensure you have tissues always present – particularly if you are a hayfever sufferer</p> <p>Avoid touching face, eyes, nose or mouth with unclean hands</p> <p>Spitting is strictly prohibited</p>
<p><b>Toilet Usage</b></p>	<p>Exposure to the virus is increased if children/parents and staff are using unclean toilets whilst not</p>	<p>1 in 1 out toilet policy (Children will be escorted – coaches to wait outside the building)</p> <p>Warm water, Soap, Disposable towels and hand sanitisers will all be provided and will be expected to be used after each participant goes to the toilet</p>

	adhering to social distancing	
<b>Hand Washing</b>	Exposure to virus is increased unless appropriate standards of hand cleaning with water/soap and hand sanitiser is maintained	<p>Hand sanitiser to be provided before, during and after the day</p> <p>Warm water, soap and disposable tissues to be provided in the toilets, with players reminded to wash hands with soap and water for 20 seconds and dry thoroughly before re-entering the session</p>
<b>Water Bottles</b>	Exposure to virus is increased when players accidentally share water bottles	All players must have their own labelled water bottle which they must have with them during the session, we would advise parents to pack multiple bottles in the case of hot weather
<b>Lunchtime</b>	Exposure to virus is increased when not adhering to social distancing guidelines	<p>Each bubble will have a designated place to store their belongs and where they will have lunch in the case of bad weather. In good weather players will eat their lunch outside to reduce the risk of exposure to the virus</p> <p>Lunchtime and other drinks breaks will be staggered throughout the day for all coaching groups</p> <p>Under no circumstances should players lunchbox have items containing nuts in</p> <p>All players lunchboxes must be clearly named</p> <p>In all settings before and after sessions and games all participants will be encouraged to practise social distancing – this includes during lunch and breaktimes</p>

### What to Expect from EPC's Summer Camp's

- We expect every day to hit full capacity and therefore will not be allowing any turn up and play bookings or single day camp bookings
- Bookings must all be done online via our website as this information is important for us to know who is attending. If you are paying by cash you must ensure your child is booked in via our system before payment is made
- Every day we will look to split the children into 'Bubbles' of 5-15 + a coach depending on the latest government guidelines. This will be done prior to the day and will be ready for when your child arrives. The coaches involved in working with each group will be CONSISTENT for the duration of the camp.

- These Bubbles will not cross mix with other children and therefore will remain in the same group throughout the whole day, this includes toilet breaks and lunch time. It is vital we stick to the bubbles and know exactly who is in what groups. This information is extremely important to ensure all children remain safe. We will aim to include friends together as much as we can, all bubbles will be split based on age/ability to provide the best experience possible for our players.

#### **Expectations for all parents**

- Parents are only permitted to drop and collect child before and after the session
- Watching will not be allowed – This is to help reduce the number of people congregating around the venue
- We require ALL parents to monitor their child's health both pre and post session. If your child feels unwell please ensure they stay at home and do not attend training
- Ensure your child has enough fluids for each session/camp day
- Wash kit everyday
- Pack waterproof and warm clothing for your child in the event of bad weather

#### **Expectations for all children attending**

- Remember all belongings, this includes: Water Bottles, Packed Lunch, Suitable Clothing and Football Boots/Moulds/Astroturf
- Stick to your groups coaching 'Bubble' at all times. Players that do not follow these measures may be refused from attending further camp days as the safety of all players is paramount.
- Must bring own drink bottles and pack lunch in bags which are easily identified (No swapping or sharing)
- Spitting is strictly banned
- No throw in's, goal celebrations or walls for free kicks are permitted during game play
- Hand hygiene is imperative - use alcohol gel to clean your hands after touching a shared surface
- Avoid touching your face, if you need to sneeze or cough, do so into a tissue or upper sleeve
- If you feel unwell you must not attend training even if you really want too
- All children going in goal during a camp must be wearing goalkeeping gloves and these must not be shared with any other participant during a camp

#### **Expectations for all EPC coaches**

- Coaches do not need to use new footballs for each lesson but will clean at the end of each day
- Our coaches will design practices around players using their feet, NO heading exercises and players should avoid touching the ball with their hands where possible

- Our coaches will ensure there is a safe enough distance between coaching groups on camp days to avoid each bubble coming into contact with each other
- Any coaching equipment used (e.g. cones, mannequins etc) will be cleaned and wiped down afterwards
- Coaches will be constantly cleaning their own hands and equipment; they are the only ones permitted to touch equipment within their own bubble
- If a Coach develops symptoms of COVID-19, they will inform us immediately so we can take the relevant action. Coaches will not be permitted to leave the venue at all through the day and must bring everything they need including Lunch and drinks.

If you have any questions regarding our Holiday Course Risk Assessment please feel free to contact our holiday activities manager Jack Walker on 07462 196676 or at [jack.walker@epcoaching.co.uk](mailto:jack.walker@epcoaching.co.uk).