



# COVID-19

## Safe Operating Plan

Our Lady's Hockey Club  
Our Lady's School  
Templeogue Rd,  
Terenure  
D6W KF44

Rev. 01  
August 2020

Revision No:	Date	Originator	Approver / Position	Comment
00	Aug 2020	Kerrie Beer	Louise Walshe – Club President	Phase 3 Revision
01	Aug 2020	Kerrie Beer	Louise Walshe – Club President	Increased Restrictions 18 <sup>th</sup> Aug

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**NOTE: All Club Members must follow the rules as set out in this document.  
The information in the plan is subject to change based on best guidance from the  
Government of Ireland, the Health and Safety Executive, Hockey Ireland and from Our  
Lady's School specific requirements**

## 1. Introduction

Coronavirus disease 2019 (COVID-19) is a global pandemic. It is an infectious disease caused by severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). Common symptoms include fever, cough and shortness of breath. The time from exposure to onset of symptoms is typically around 5 days but may range from 2 – 14 days.

While most cases result in mild symptoms, some progress to viral pneumonia and multi-organ failure.

The virus is mainly spread during close contact between people and by small droplets produced by those infected coughing, sneezing or talking. People may also become infected by touching a contaminated surface and then touching their faces. The virus can survive on surfaces for up to 72 hours. Simple household disinfectants can kill the virus on surfaces.

3 Types of person present during Covid-19

- 1) Those that do not have the virus
- 2) Those that have the virus and do not know it yet (asymptomatic)
- 3) Those that have the virus and know they have symptoms

It is critical for reducing the spread of Covid-19 that all persons behave responsibly and behave as if they have Covid-19 as a prevention tool. Persons in group 3 should not under any circumstances arrive to training / matches.

If everyone behaves as if they have the virus and considers their teammates when coughing / sneezing, touching surfaces, not touching your eyes, face, nose, mouth at any time with gloved or unwashed hands – then the spread can be prevented.

Anyone who meets one or more of the following criteria should not come to training / matches;

- Has a high temperature or a persistent cough – follow the guidance on self-isolation
- Is a vulnerable person (age, underlying health condition, etc.)
- Has had close contact with a confirmed or suspected case of Covid-19 in the last 14 days
- Anyone who is living with a person who is shielding from Covid-19 should follow social distancing and minimise contact outside the home.

**DO NOT COME TO TRAINING OR MATCHES IF YOU HAVE SYMPTOMS**



## 1.1 SOP Scope

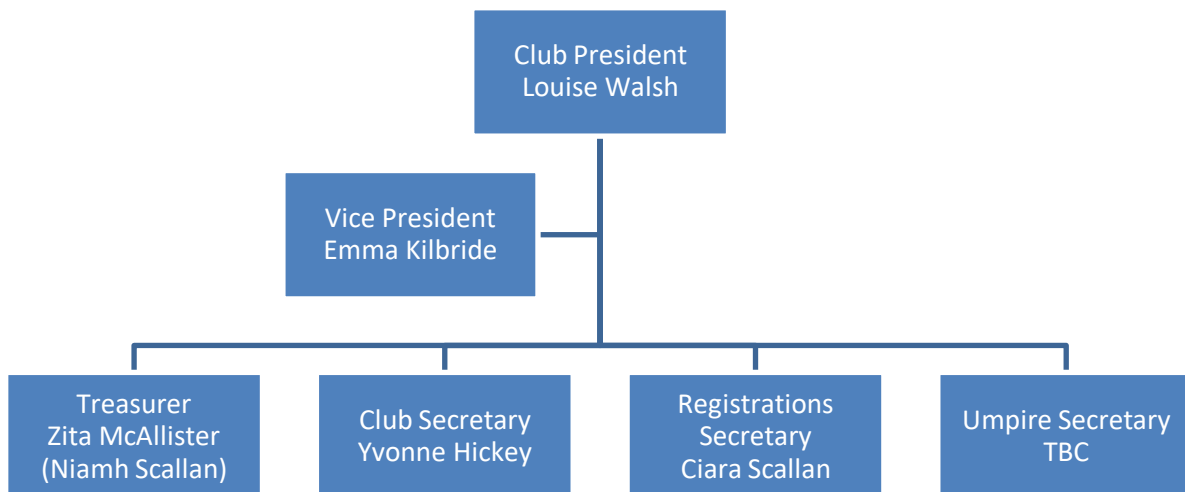
This Safe Operating Plan (SOP) describes the best practice steps required for the control of hockey activities for all the Our Lady's Hockey Club teams, including Colts. The purpose of this SOP is to detail the required safe practices needed to control the risks associated with Covid-19.

Current club activities included;

- Hockey Pre-season training – Our Lady's Pitch
- Travel & Access to Pitch
- Full season training
- Club House Facilities – Toilets, Storage of equipment
- Friendly & League Matches – Home
- Friendly & League Matches - Away
  
- Colts - Training
- Colts - Matches

## 2. Roles & Responsibilities

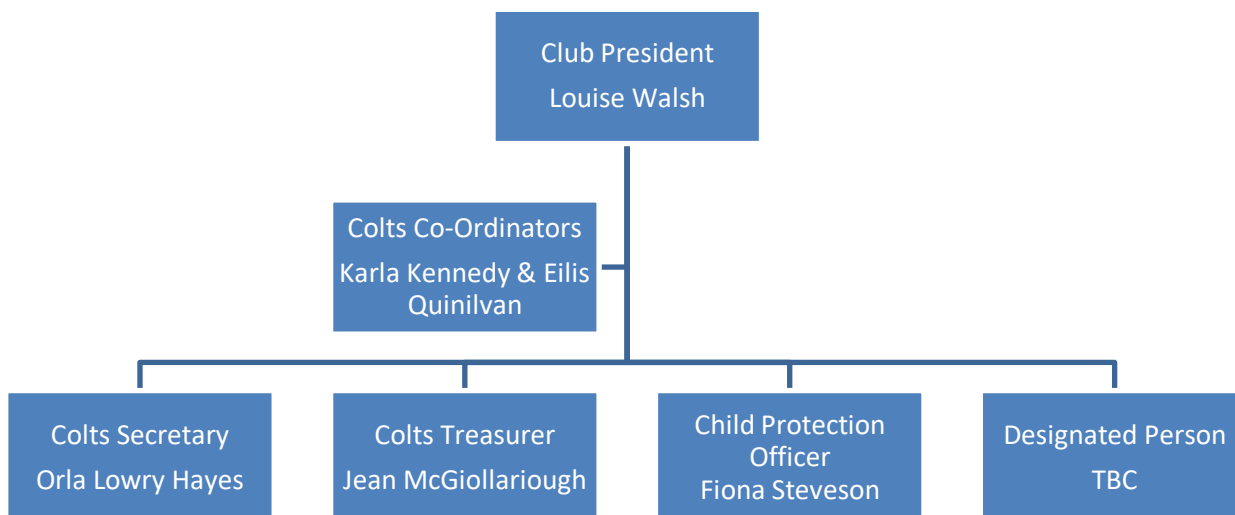
### 2.1 Our Lady's Hockey Club Committee



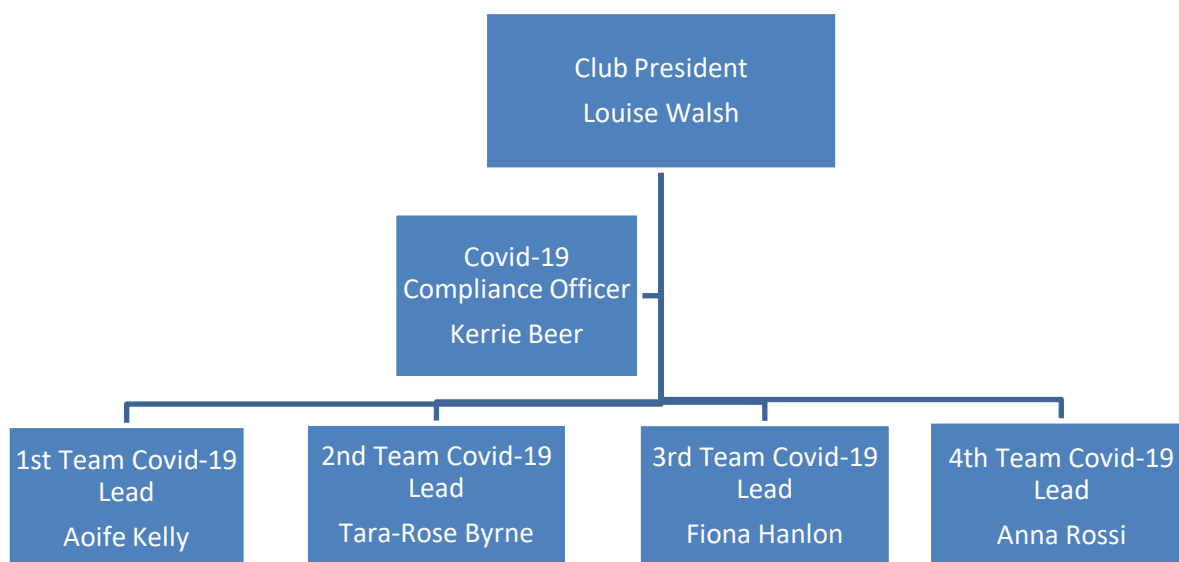
	<b>Captain</b>	<b>Coach</b>
<b>1<sup>st</sup> Team</b>	Karla Kennedy	TBC
<b>2<sup>nd</sup> Team</b>	Eilis Quinlivan & Tracy Higgins	Bernard Dunne
<b>3<sup>rd</sup> Team</b>	Grainne O'Grady	Kate Foley
<b>4<sup>th</sup> Team</b>	Fiona Stevenson	N/A



## 2.2 Colts Management Committee



## 2.3 Our Lady's Covid-19 Compliance Team



The club covid-19 compliance team are responsible for ensuring that all club members including parents/guardians of colts & minor club members are made aware of the specific requirements of this Covid-19 SOP.

The specific requirements are as follows:

- Appoint appropriate personnel as the Covid-19 Compliance Officers.
- Ensure Covid-19 Compliance Officer is registered with Leinster Hockey.
- The club sign and return a covid-19 declaration form to confirm that the club is ready to return to play and that all required protocols are in place.
- Complete a club activity specific risk assessment.
- The Covid-19 Safe Operating Plan is kept up to date with any new guidance or requirements.
- That a communication plan is in place which covers direct communications with club members & signage.



- Contact tracing is completed
- To ensure facility numbers are managed.
- Pre-training / Pre-match Health Declarations completed by all attending club members.
- Covid-19 online awareness training has been undertaken by all attending club members prior to their first day back at any club activity.
- To ensure that all club facilities are compliant with the requirements of this plan and to take appropriate immediate action where they are not.
- To ensure that all Covid-19 requirements are effectively, monitored and audited regularly and improvements or corrective actions implemented as necessary.
- Ensure only club members have access to the pitch.

## 2.4 Coaches

Coaches have a responsibility to ensure training sessions are planned in such a way that social distancing can be maintained during warmups and when non-contact training activities are taking place. Contact training and games are allowed. Coaches should minimise the amount of equipment used. Only coaches should have access to coaching equipment (hockey balls, cones, throw down lines etc.). Players must not assist in setting down or picking up any equipment. Coaches must wear disposable gloves when handling equipment or sanitise their hands after handling.

## 2.5 Club Members

It is vital that each club member knows how to train safely and without risk to their health. It is essential that all club members fully comply with the training / match playing restrictions;

- Not to come to training / matches if you or any of your household are showing symptoms or already self-isolating.
- Complete the pre-training health check prior to attending each training session or match – filled in no more than 2hrs prior to arriving.
- Club members travelling to and from training / matches should travel alone or with member of their own household only. Sharing transport is not advised.
- Players should remain in their cars or in the car park observing physical distancing until the pitch is free for training.
- All club members entering or leaving the pitch should wash their hands or use hand sanitiser.
- All club members should maintain social distancing before and after training / matches and not congregate in groups.
- All club members should follow good personal and respiratory hygiene practices.
- Anyone who develops symptoms during training is to keep a minimum 2m distance from all other club members, alert their coach and travel home immediately making sure to not touch any surfaces.

## 2.6 Parents / Guardians

Should a player be escorted to be facility by a person who will remain at the facility for the duration of the session (e.g. a parent waiting for their child), that person should remain in their vehicle until the session has ended. Parents should ensure that underage players complete the pre-training health check and that the above restrictions are communicated and understood by their child.

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### 3. Government Guidance

Phase 3 – Contact training and games allowed. Contact and close proximity activity is permitted but social distancing outside the field of play is essential. ~~Restriction on group sizes have been remove subject to government guidelines of no more than 200 people in the club facility.~~

**From 19<sup>th</sup> August 2020 - Groups exercising outdoors should be limited to 15 people, including training sessions. There should be no mixing between groups. Group sizes include coaches and trainers. Clubs are advised that each group has sufficient space to train safely in. Matches may be played but must be done so behind closed doors (i.e. essential personnel only allowed with no spectators)**

#### 3.1 Social Distancing

Social distancing, or physical distancing, is a set of measures taken to prevent the spread of a Covid-19 by maintaining a physical distance between people and reducing the number of times people come into close contact with each other. The objective of social distancing is to reduce the probability of contact between persons infected with the virus, and others who are not infected, to minimize disease transmission, morbidity and ultimately, mortality. In Ireland, the Health Service Executive (HSE) has recommended a 2-metre safe distance between individuals to avoid transmission hazards. It is also recommended that interactions between personnel are reduced.

All club activities must be risk assessed taking into consideration all possible transmission routes and implement adequate mitigation measures to support the 2m social distancing guidelines and reduce transmissions.

#### 3.2 Personal Hygiene

- Wash your hands frequently and for no less than 20 seconds.
- Maintain social distancing
- Avoid touching face, especially eyes, mouth and nose
- Practice respiratory hygiene (cover your mouth and nose with your bent elbow or tissue when you cough or sneeze, dispose of tissue properly as soon as possible to prevent cross contamination).
- If you have a fever, cough and/or difficulty breathing, do not come to training / matches. Seek medical attention. Follow the HSE / WHO guidelines.
- Do not shake hands or make physical contact with others.
- Keep your hands in good condition, moisturise them often.
- Clean and disinfect frequently touched object and surfaces.
- Wash your hands after;
  - coughing or sneezing,
  - before and after eating,
  - before and after preparing food
  - if you were in contact with someone who has a fever or respiratory symptoms (cough, shortness of breath, difficulty breathing)
  - before and after being on public transport



- entering and exiting any buildings
- before having a cigarette or vaping
- if your hands are dirty
- after using the toilet


#### 4. Club Covid-19 Declaration Form

Prior to club activities starting for the 2020/2021 season a club declaration form will be completed and sent to Leinster Ireland.

#### 5. Covid-19 Health Declaration

A declaration must be completed by all club members coming to training / matches. The declaration should be completed by parents or guardians for underage players. Any positive responses to questions direct the person to stay away from training and to contact their GP for further advice.

The declaration also requests a contact number, email and address to allow for contact tracing and to ensure that contact information is up to date.



## Covid-19 Pre-Training Health Declaration

Please complete this declaration so that we can more accurately assess the risk that Covid-19 poses to you personally and to other Club Members

\* Required

1. Players Full Name: \*

2. Date: \*

3. Have you visited any other countries in the past week? (Excluding Northern Ireland) \*

Yes - Please do not come to training, contact your GP for further advice.

No





## 6. Club Communications – Information Updates, Alerts & Signage

Club members will be kept up to date on Covid-19 restrictions via Whatsapp, email and with signage placed at entrance points.

An online Covid-19 training presentation will be sent to all club members to read through prior to starting back.



**Coronavirus COVID-19**

Coronavirus COVID-19 Public Health Advice

**Stay safe. Protect each other.**

**Continue to:**

- Wash**  
your hands well and often to avoid contamination.
- Cover**  
your mouth and nose with a tissue or sleeve when coughing or sneezing and discard used tissue safely
- Distance**  
yourself at least 2 metres (6 feet) away from other people, especially those who might be unwell
- Avoid**  
crowds and crowded places
- Know**  
the symptoms. If you have them self isolate and contact your GP immediately

**COVID-19 symptoms include**

- > high temperature
- > cough
- > breathing difficulty
- > sudden loss of sense of smell or taste
- > flu-like symptoms

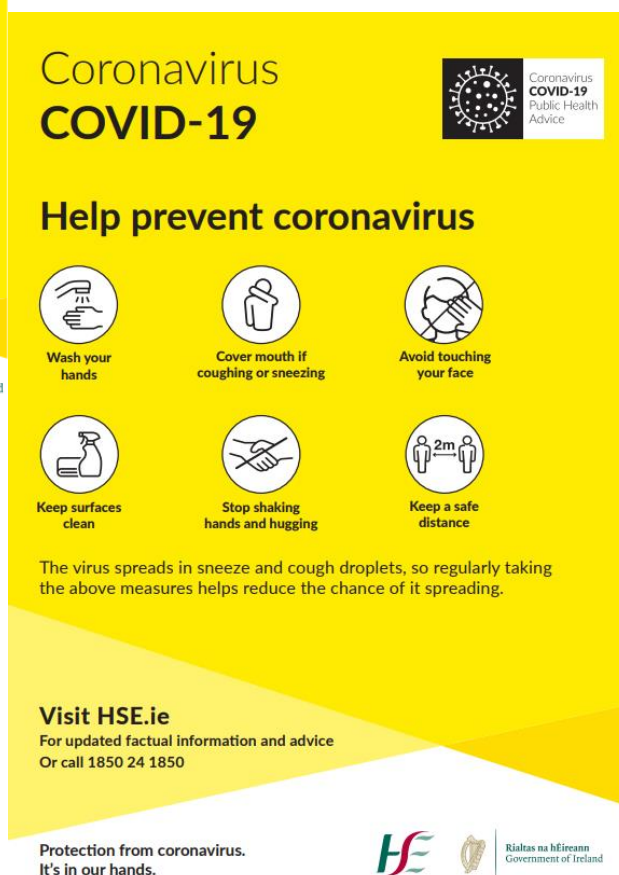
If you have any symptoms, self-isolate to protect others and call your GP for a COVID-19 test.

**#holdfirm**

For more information  
[www.gov.ie/health-covid-19](http://www.gov.ie/health-covid-19)  
[www.hse.ie](http://www.hse.ie)

Ireland's public health advice is guided by WHO and ECDC advice

HSE | Rialtas na hÉireann  
Government of Ireland



**Coronavirus COVID-19**

Coronavirus COVID-19 Public Health Advice

**Help prevent coronavirus**

- Wash your hands
- Cover mouth if coughing or sneezing
- Avoid touching your face
- Keep surfaces clean
- Stop shaking hands and hugging
- Keep a safe distance

The virus spreads in sneeze and cough droplets, so regularly taking the above measures helps reduce the chance of it spreading.

**Visit HSE.ie**  
For updated factual information and advice  
Or call 1850 24 1850

Protection from coronavirus.  
It's in our hands.

HSE | Rialtas na hÉireann  
Government of Ireland



## 7. Driving to/from Training & Matches

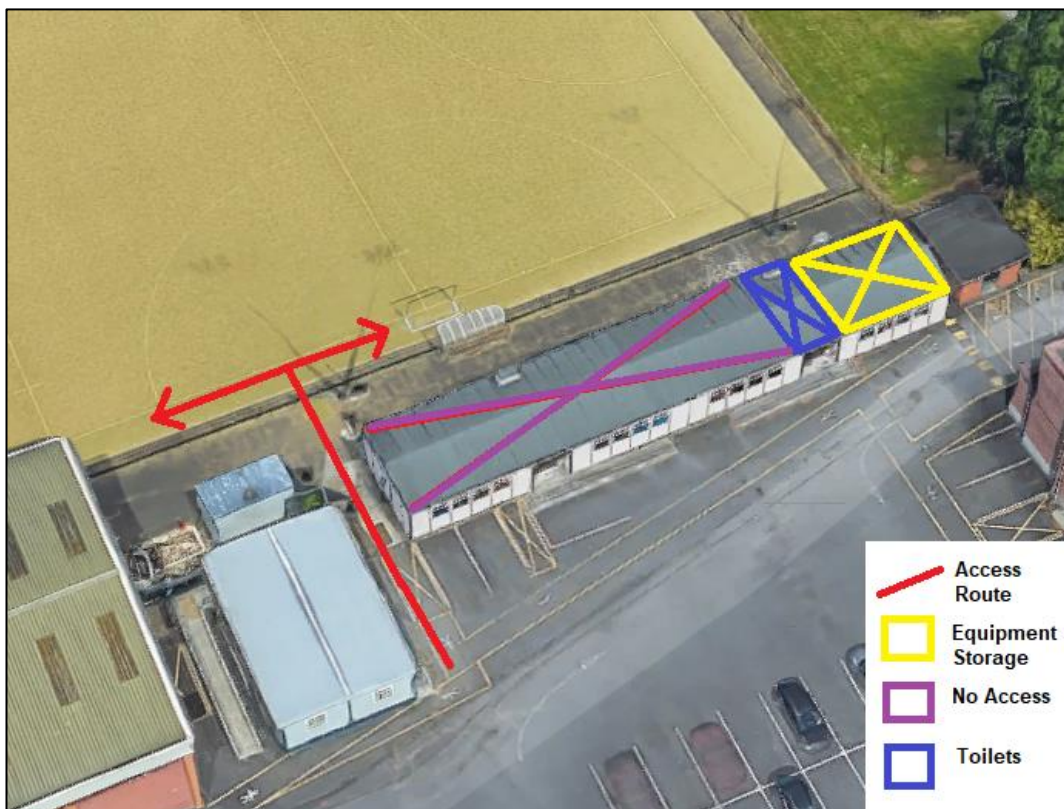
Club Members travelling to and from training / matches should abide by social distancing guidance to prevent the spread of the virus.

- Members travelling to and from training and matches should travel alone or with members of their own households only.
- Car sharing is not advised.
- No club member should drive, be carried in any vehicle or use public transport while knowingly having symptoms of Covid-19.
- A face mask and hand sanitiser are required when using public transport.

## 8. Access Points & Walkways

Club players are expected to stay in their cars or stand in the carpark, while maintaining 2m distance while waiting for the pitch to be available.

Social distancing & good hand hygiene will be followed at all times when using entry and exit points. Club members will stand back and allow for people to leave the pitch before entering. All club members must sanitise their hands when entering and exiting the pitch.



## 9. Club Facilities

Clubhouses and changing facilities are to remain closed. Access to the club toilets will remain open, provided the cleaning regime is maintained.

### Hand sanitiser locations



Rubbish bins are to be removed from the pitch and waste created by club members should be brought home by the individuals.

Only coaches should access the equipment storage areas.

Toilets should be cleaned before and after each training session. Soap, paper towels and a bin should be available in each cubicle. A hand sanitiser pump will be positioned at the entrance to the toilets.

## 10. Equipment Use & Storage

Players should not touch any coaching equipment (hockey balls, cones, throw down lines etc.) under any circumstances. Only the coach should have access to this equipment and should use disposable gloves when taking out/packing coaching equipment. If gloves are not available, the coach should disinfect their hands after handling equipment.

Players should only touch their own equipment and should minimise the amount of equipment they bring to the field. Hockey bags should be left in cars. Essential personal equipment (e.g. water bottle, hand sanitizer) should be kept separate from other players in a designated area away from dug outs. Players should not remove playing equipment (such as shin guards) and throw it on the side of the pitch.

Bibs should not be used; players should bring designated shirt colours in advance if required.

All coaching equipment should be disinfected before and after use. Goalkeepers should only train if they have their own designated (not shared) goalkeeping equipment and equipment should be disinfected after each session. Time should be allocated between session to allow for this to occur. Field equipment (such as goals, nets, corner flags) should not be touched during the session. If this is unavoidable, clubs must disinfect any equipment where there has been contact).

Access to the equipment stores will be reduced to one person at a time.

## 11. Team Meetings & Pre-Match Huddles

Team meetings & pre-match huddles will be held outside while maintaining 2m distancing.

## 12. Covid-19 Compliance Officer & Team Leads

All clubs must appoint at least one Covid-19 Officer prior to the return to activity. The Covid-19 Officer must be registered with Leinster Hockey.

The role of the Covid-19 Compliance Officer will be to monitor, remind and ensure that everyone is adhering to the Covid-19 Safety guidelines with the aim of preventing the spread of the virus throughout the club. They have the authority to intervene at training should anyone fail to adhere to the guidance on social distancing and personal hygiene practices.

All club members are empowered to pause activities if ever they perceive an unsafe condition or behaviour, this includes lack of proper social distancing or safe hygiene practices.

- The role of the Covid-19 Compliance Officer & Team Leads is to monitor day to day activities to ensure social distancing and hygiene rules are being maintained to protect health and reduce the spread of the Covid-19 virus.
- These key personnel should be clearly identifiable at training
- They must have a constant presence at training to monitor compliance.
- They should complete audits and maintain a log of actions taken to make improvements
- They should ensure signage is in place in all required areas.
- They should lead by example, coaching and promoting good hygiene practices
- They should ensure regular cleaning is undertaken as needed
- They should ensure hot water, soap, hand sanitiser and hand drying facilities are available
- They should listen to any concerns from other club members and communicate them as required
- Ensuring compliance to the 2m social distancing rule and good hygiene is not the sole responsibility of the Covid-19 Compliance Officer & Team Leads. All club members have a responsibility to play safely maintaining 2m distancing at all times and to follow hygiene standards.
- Covid-19 Compliance Officer & Team Leads must not put themselves at risk while carrying out their duties.
- Covid-19 Compliance Officer & Team Leads must be prepared to act in an emergency situation, they must know what steps to take in the case of a suspected or confirmed case.





### OLHC Covid-19 Compliance Officer & Team Leads

Name	Role	Contact Number
Kerrie Beer	Club Covid-19 Officer	086 6077186
Aoife Kelly	1 <sup>st</sup> Team Covid-19 Lead	085 8400898
Tara-Rose Byrne	2 <sup>nd</sup> Team Covid-19 Lead	086 8702229
Fiona Hanlon	3 <sup>rd</sup> Team Covid-19 Lead	085 1553195
Anna Rossi	4 <sup>th</sup> Team Covid-19 Lead	086 8108453

## 13. Housekeeping & Sanitising

There are 2 main routes by which people can spread COVID-19:

- Infection can be spread to people who are nearby (within 2 metres). Respiratory secretions produced when an infected person coughs, sneezes, talks or breaths is most likely to be the main means of transmission.
- Infection is also possible by touching a surface, object or the hand of an infected person that has been contaminated with respiratory secretions and then touching their own mouth, nose, or eyes.

**Current research says that the virus can live on certain surfaces for up to 72 hours.**

Simple household disinfectants can kill the virus on surfaces. Clean and disinfect frequently touched objects and surfaces;

- Taps and washing facilities
- Toilet flush and seats
- Door handles and push plates
- Handrails

The OLHC Committee to appoint responsible persons within each team to complete regular cleaning activities. All club members must assist with the increased cleaning as needed and are responsible for cleaning their own personal equipment.

Coaches must ensure all shared equipment is sanitised between use.

## 14. Contact Tracing

Coaches are required to keep a daily log of all players within their training group to assist with contact tracing. Close contact is within 2m for 15 minutes or longer, as tackling and games are now allowed it is advisable to consider 2hr training as likely to result in close contact between the training group. This precaution is being taken in order to ensure that OLHC can trace all affected individuals in the event of a confirmed case of Covid-19.



## 15. Pre-match Protocols

### 15.1 Away Team Responsibilities

- All protocol in Hockey Ireland's 'Return to Play' document must be adhered to including governmental travel guidelines.
- The away team must submit a list of names and phone numbers of those travelling to the match to the home team's COVID-19 Officer (CVO) by email prior to travelling to the match. This should include any players, coaches, managers, umpires, and any parents that may travel with an underage player. This list should be updated and communicated to the home team's CVO should there be any changes. All personnel should undergo the standard COVID-19 health checks before travelling to the match.
- The away team must confirm a time for when their team may arrive at the facility.
- The away team should be aware of the home club's Covid-19 system prior to travelling. This may include policies around entry and exit points to the facility, use of toilets, locations of hand-sanitizer stations etc.

### 15.2 Home Club responsibilities

- Ensure that a list of those travelling with the away team for the match is received.
- Contact details for all match officials (umpires; technical officials) should be recorded by the home club's CVO prior to the match. For officially appointed umpires and technical officials, these details will be available through the club's own Fixture's Secretary via the official umpires appointing system.
- Communicate the club's COVID-19 management system to the away team, umpires, and technical officials.
- Ensure that an arrival time for all travelling parties has been agreed and confirmed.
- Ensure that the list of those travelling is correct when players and officials arrive at the club.
- A club CVO must be present during the build-up phase of the match and remain at the club until the away team and match officials have departed after the match to ensure COVID-19 protocols are always adhered to. If the home club are unable to provide a CVO during this time, the match must not take place.
- Ensure that travelling parties have designated areas on the pitch to base themselves safely. This includes an area for umpires and for match officials.
- Ensure that there is sufficient space for substitutes and coaching/management staff for each team to allow social distancing when not playing. Please consider player safety when doing so (e.g. minimise the risk of a player being hit by a ball).
- Ensure that an area is designated for suspended players for each team and allow for additional space should several players be suspended at one time.
- Ensure that the club is following governmental guidelines for numbers of people allowed inside the facility.
- Ensure that only essential match personnel (players; umpires; coaches etc) are allowed inside the pitch in the lead up to and during matches.
- Dressing rooms and showers should only be made available if essential and current government guidelines on the use of indoor facilities should always be strictly enforced. A detailed cleaning regime should be put in place by the home club.



**Umpires are responsible for the conduct of players, coaches etc., in accordance with the Rules of Hockey, within the playing area (the pitch and outer playing area) & COVID-19 measures within the field of play.**

**The CVO is responsible for the conduct of players, coaches etc, in respect of COVID-19 social distancing and compliance with the guidance, outside of the pitch (this includes the outer playing area/benches).**

### **15.3 Player & Match Guidelines**

- All match personnel (players, coaches, umpires etc.) should follow social distancing guidelines while waiting for the pitch to fully clear from any previous activity.
- Teams must not complete line-ups, handshakes/high-fives or huddles prior to the start of the match, or before the start of each quarter.
  - This will be enforced through the offending team's captain receiving a verbal warning in the first instance, a green card personal penalty may be awarded to the captain for repeated offences.
- Ball patrol should not be used for any matches.
- Players should avoid coming within 2m of an umpire or technical official. If players are asked to retreat from an umpire and fail to do so, they will be issued a personal penalty.
- Players are discouraged from celebrating goals as a group.
  - This will be enforced through the offending team's captain receiving a verbal warning in the first instance, a green card personal penalty may be awarded to the captain for repeated offences.
- During penalty corners, defenders must have their own, clearly marked defensive equipment. Equipment must not be shared between team-mates. Umpires will manage the time needed to allow players to put on their own equipment (players are encouraged to avoid any unnecessary delay and to assist the umpires at all times).
- Players must not spit or clear their nose on the field of play. If this is observed by an umpire, they will issue a green card to the offending player. A repeated offence by any player will result in a further upgrading in the sanction.
- It is acknowledged that umpires will not be able to see every occurrence of this. It is up to players to take personal responsibility and not engage in this behaviour.
- Players must not deliberately cough in the face of any other player, umpire, official, ball patrol or spectator. A red card will be issued for this offence, if witnessed by officials.
  - It is acknowledged that normal coughs happen within play and cannot always be controlled. Normal coughs that occur at a distance or that are not deemed to be intentional acts of potential harm should not be sanctioned.
- When an injury occurs that requires attention, an agreed member of the team of the injured player should attend to the play. Standard first aid protocols apply.
- Both teams should supply managers and officials with their own equipment. E.g. captains and managers should have their own pen for signing match cards.
- Non-playing members of each squad (substitutes; coaches; management) must adhere to social distancing guidelines when not on the field of play. It is the responsibility of the home club to ensure sufficient space is provided for this.



## **16. Treatment of Covid-19 Cases**

### **16.1 Treatment of Suspected Covid-19 Case**

When responding to a suspected case there are several actions that must be considered. If a player develops a high temperature, a persistent cough or difficulty breathing while at training they should return home immediately if they are able. A designated isolation area will be prepared in advance.

If the symptomatic person cannot travel home immediately using their own transport, Covid-19 team lead should isolate the player by accompanying the individual to a designated isolation area, keeping at least 2 metres away from the symptomatic person and also making sure that others maintain a distance of at least 2 metres from the symptomatic person at all times. The unwell individual should be provided with a mask and should be prevented from touching anything.

The site first aider will assess the situation and determine if additional assistance is needed from the emergency services. If the person does not need medical assistance but did not travel to work in their own vehicle then an action plan will be implemented to get the person home safely.

The unwell person should then contact their GP and outline their symptoms. They must then follow the guidance on self-isolation and not return to work until their period of isolation has been completed.

### **16.2 Treatment of a Confirmed Case**

If a confirmed case is identified in the club, a deep clean of affected areas will be carried out. A risk assessment will be completed for each individual who was in close contact with the symptomatic person and a decision for that person to isolate or not will be made by the OLHC Committee. It is unlikely there will be a requirement for a self-isolation period when no symptoms are present, but each case must be individually assessed for this type of scenario.

Personnel who have been in close contact with a confirmed case include:

- any individual who has had greater than 15 minutes face-to-face (<2 meters distance) contact with a confirmed case, training group;
- household contacts defined as living or sleeping in the same home, individuals in shared accommodation sharing kitchen or bathroom facilities;
- travel companions

### **16.3 Returning to Play**

An individual may only return to play if deemed fit to do so and upon approval of their medical advisor and the OLHC Committee.





## 16.4 Emergency Planning & First Aid Responder Guidance

Emergency plans must be revised to ensure that social distancing can be maintained at all times even during unplanned emergency events. Additional PPE (Face shield / Mask / Disposable gloves / Disposable suits/aprons) should be available for used by First Aiders. Assembly Points should be expanded to ensure 2m distancing can be maintained during an evacuation.

### *First Aider Guidance from St. John's Ambulance*

#### **Be aware of the risks to yourself and others**

- When approaching a casualty there is always a risk of cross contamination.
- It is always important to be aware of the risks of how cross contamination can occur; checking for breathing, coughing, open wounds etc.

#### **Keeping yourself safe**

In line with government advice, make sure you wash your hands or use an alcohol gel, before and after treating a casualty. Don't lose sight of other cross contamination that could occur that isn't related to Covid-19.

- Wear gloves when dealing with casualties, especially when dealing with open wounds.
- Cover cuts and grazes on your hands with waterproof dressing
- Dispose of all waste safely
- Do not touch a wound with your bare hand
- Do not touch any part of a dressing that will come in contact with a wound.
- Do not cough or sneeze over a casualty when you are treating them

#### **Minor First Aids**

The majority of workplace incidents will not require you getting close to a casualty where you would come into contact with cough droplets. Sensible precautions will ensure you are able to treat a casualty effectively. For minor cuts and grazes, consider providing equipment for self-treatment whilst supervising from a safe distance.

#### **Major Incidents**

Contact the site security team immediately for assistance. Wear all required PPE before providing first aid.

Contact the emergency services and let them know if Covid-19 is suspected.

#### **CPR**

Remember the sooner you start chest compressions the better chance the person has of survival.

- Do not listen or feel for breathing by placing your ear close to the patient's mouth.
- Call an ambulance immediately. Tell them if Covid-19 is suspected.
- First Aiders should place a cloth or towel over the victim's mouth and nose and attempt compression only CPR and early defibrillation until ambulance arrives.
- Early use of a defibrillator significantly increases the person's chance of survival and does not increase the risk of infection
- After performing compression only CPR, first aiders should wash their hands thoroughly with soap and water, where not possible use alcohol-based hand gel.



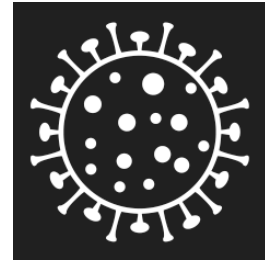
## 17. Covid-19 Compliance Checklist

### Covid-19 Self-Assessment Checklist

General Safe Procedures		Yes	No	N/A / Comment
	Club insurances updated and includes Covid-19 requirements			
	All club activities reviewed to ensure Covid-19 requirements can be met			
	All attending club members Fit for Play & completing pre-training Covid-19 declaration			
	SOP developed detailing Covid-19 requirements			
	SOP read, understood and signed by all relevant parties			
	All club members completed OLHC Covid-19 training presentation			
	All club members told to stay at home if they have symptoms			
	Contact details up to date & contact tracing taking place			
	Covid-19 Compliance Officer & Team Leads Identified & identifiable			
Pitch & Club Set Up		Yes	No	N/A / Comment
	Signage in place to remind employees of Covid-19 requirements <ul style="list-style-type: none"> <li>• Hand washing</li> <li>• Respiratory hygiene</li> <li>• Social distancing</li> <li>• Cleaning &amp; Disinfecting</li> <li>• Additional PPE Requirements</li> </ul>			
	Access to internal areas reduced to ensure 2m social distancing can be maintained.			
	Teams / Training Groups set up to ensure risk of cross contamination is minimised			
	Pitch entrance is set up to allow 2m distancing. Staggered starting / finishing times if possible. Delay start time if previous training is taking place. Coordinate with other coaches to ensure teams leave on time			
	Mark out 2m distance in any areas where queues are expected			
	Paperwork not handled by multiple people.			
	Touch points minimised <ul style="list-style-type: none"> <li>• Door propped open where possible,</li> <li>• Players only to touch own equipment</li> <li>• Hockey bags to be left in cars</li> <li>• Dug outs taken out of use</li> <li>• Water bottles to be name tagged</li> </ul>			
	Hand sanitiser available at entrance points & toilet foyer			
	One-way access routes set up where possible. Barriers set up if needed			
Auditing & Monitoring		Yes	No	N/A / Comment
	Covid-19 Compliance Officer/s aware of roles and responsibilities			
	All club members advised to maintain 2m distance at all times when not taking part in tackling drills, short corners or during matches.			
	Social distancing monitored before, during and after training / matches			
	Meetings, Team Huddles etc. 2m social distancing to be maintained.			
	Breaches in safe procedures dealt with immediately			
Cleaning & Sanitising		Yes	No	N/A / Comment
	Common contact surfaces cleaned regularly; toilet flush and seats, doors handles and push plates etc.			
	Cleaning materials available in appropriate locations			
	Cleaning schedule in place			
	Equipment is not shared between teams if possible. Shared equipment sanitised after each use to prevent cross-contamination			
	Personal equipment is not shared between players			
	Cleaning & sanitising plan in place in the event of an emergency situation			

Emergency Preparation		Yes	No	N/A / Comment
	Emergency arrangements updated to include Covid-19 requirements. Updates communicated to club members			
	Emergency Response Team updated on First Aid Procedure			
	Additional PPE available for First Aiders – gloves, masks, visors			
	Assembly points appropriate to allow for social distancing			
	Plan in place for suspected & confirmed cases of Covid-19 & personnel advised on correct procedure			
	Return to Play policy in place			

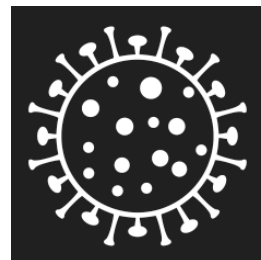
Checklist completed by:	Sign:	Date:
Corrective Actions		



## Umpiring Guidelines:

### Pre-match:

1. The home club's appointed CVO should contact appointed umpires no less than 24 hours prior to the start of the match, to outline the Covid-19 policies of the club and to ensure that umpires are symptom free.
  - a. For regional or local games that may not have officially appointed umpires, the home and away teams should include the name and contact details of their selected umpire within the team list.
  - b. Any individual should not attend any matches if they display symptoms, have been in close contact with a confirmed case but have not been tested themselves, have recently been in an area that requires them to quarantine.
2. Umpires should follow governmental guidelines when travelling to matches. For official umpiring appointments, all umpires must follow the directive issued by IHUA regarding travel to matches.
3. Umpires must arrive on site in their match day clothes and practice social distancing upon arrival to the ground.
4. Umpires must not share any equipment.
5. Umpires should wait until all personnel from the previous match have left the field of play before entering.
- 6) IF A CLUB CVO IS NOT PRESENT THEN THE MATCH MUST NOT TAKE PLACE.



## During Play:

1. A pre-match coin toss should be conducted using social distancing. One umpire should handle the coin.
2. Umpires, where possible, should avoid situations that require them to be in close proximity to groups of players at once (e.g. penalty corner defence set-ups, player clashes). We recognise, however, that this is not always avoidable, and that the management and safety of players remains the primary focus of umpires.
3. Umpires must not move or touch any players equipment with their hands.
4. Umpires are recommended to sanitise their hands prior to and at the end of the game.

## Post-game:

1. Umpires must not shake the hands of players, or each other, following the game.
2. Umpires will vacate the technical area as quickly as possible once the match concludes to allow the next match to enter.
3. Umpires, where possible, should shower at home. However, if essential, they may use the facilities on site if they are available but should ensure that this is done in a time efficient manner. All governmental guidelines on the use of indoor facilities should be adhered to.
4. Each umpire should bring their own pen to sign the match sheets.

# Risk Assessment Covid - 19

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## Severity of Consequence (S)

1	Insignificant/minor first aid, no time off, no loss
2	Lost time, recoverable, (strain, sprain, laceration, dermatitis)
3	Temporary disability, recoverable (minor fracture, asthma, deafness, concussion)
4	Permanent disability, survivable (major fractures, amputation, head injuries, eye injuries, poisoning)
5	Causing death to one or more people (fatal injuries, occupational cancer, fatal disease/fire)

## Likelihood (L)

1	Improbable
2	Low
3	Medium
4	High
5	Almost certain

## Risk Level (R)

Unlikely	1 - 4
Possible	5 - 9
Very possible	10 - 12
Probable	15 - 16
Almost Certain	20 - 25

## Evaluation Matrix

<b>Hazard</b>	<b>5</b>	<b>5</b>	<b>10</b>	<b>15</b>	<b>20</b>	<b>25</b>
	<b>4</b>	4	8	12	16	20
	<b>3</b>	3	6	9	12	15
	<b>2</b>	2	4	6	8	10
	<b>1</b>	1	2	3	4	5
<b>Likelihood</b>						

Ref	Activity Description	Hazards Identified	Persons / Groups at Risk	Risk Before Controls			Existing and Additional Risk Control Measures	Risk Remaining		
				S	L	R		S	L	R
01	Potential for the infected person to have spread the virus before they began to show symptoms.	Person unknowingly infected transferring or transmitting virus by close contact or surfaces	Players/Coaches Public/Family	5	2	10	<ul style="list-style-type: none"> <li>Mandatory for all attending club members to complete self-screening health declaration / questionnaire.</li> <li>Questionnaire updated and re-issued to risk assess current health or changing government requirements.</li> <li>Declaration to be completed before each training session / match, no more than 2hrs before expected arrival.</li> <li>Anyone is a high-risk group should not attend training.</li> <li>Those confirming symptoms, living with someone who has symptoms of coronavirus, but feel well, are a close contact of a confirmed case of coronavirus, have returned to Ireland from another country must not come to training and restrict their movements, refer to HSE website for further details.</li> <li>Club members are expected to report positive tests to Team Covid-19 Lead to allow contact tracing to begin.</li> <li>Each team / coach to maintain a daily register of each players attendance within their training group. Register will be used to assist with any requirements for contact tracing.</li> <li>All club members in close contact (close contact guide: spending more</li> </ul>	5	1	5



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							<p>than 15 minutes face-to-face, contact within 2 metres of an infected person, living in the same house or shared accommodation as an infected person) should immediately self-isolate for up to 14 days to determine if any symptoms should appear. It is also important to self-isolate from family members of the 14 days until you are clear.</p> <ul style="list-style-type: none"> <li>• OLHC will follow the advice given by the relevant Public Health Authority in the event of a confirmed C-19 case and will work with them in regard to potential contact tracing.</li> <li>• All club members are expected to adhere to the Government recommendations for self-isolation/restricted movement. NO EXCEPTIONS. If other people you live with develop symptoms, you must restrict your movements.</li> <li>• Approval from medical practitioner will be required to return to play.</li> </ul>			
02	Club member with symptoms outside of club activities	Transferring or transmitting virus by close contact or surfaces	Public/Family	5	4	20	<ul style="list-style-type: none"> <li>• Any persons displaying the following common C1-9 symptoms to immediately self-isolate, do not show for work, training or matches and contact their GP: a fever (high temperature - 38 degrees Celsius or above), a cough - this can be any kind of cough, not just dry, shortness of breath or breathing difficulties, Any other flu like symptoms, loss of taste / sense of smell.</li> <li>• Club member will also contact Team Covid-19 Lead / Covid-19 Compliance Officer / Committee.</li> </ul>	5	2	10
03	Club member with symptoms at club activity	Transferring or transmitting virus by close contact or surfaces	Players/Coaches Public/Family	5	4	20	<ul style="list-style-type: none"> <li>• Any persons displaying C-19 common symptoms are to immediately contact their Team Covid-19 Lead who will advise them to immediately separate themselves a safe distance from all other people.</li> <li>• Contact Club Covid-19 Compliance Officer</li> <li>• Symptomatic person will be requested to leave and contact their GP. If the person requires assistance, the Covid-19 Team will manage this. If person's health is a concern, call 999 / 112 for assistance.</li> <li>• Covid-19 Compliance Officer will liaise with unwell person throughout their initial isolation and testing period.</li> <li>• If a positive test is confirmed then contact tracing will begin.</li> </ul>	5	2	10
04	Travelling to and from	Transferring or transmitting	Players/Coaches Public/Family	5	2	10	<ul style="list-style-type: none"> <li>• Public transport - The risk of infection is higher using Public transport. Some of the ways you can avoid this:</li> </ul>	5	1	5



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	matches / training	virus by close contact or surfaces					<ul style="list-style-type: none"> <li>- Drive yourself or walk, run or cycle if you live close enough.</li> <li>- Wear a suitable face mask when on public transport – Government requirement</li> <li>- Travel at off peak times so you can socially isolate.</li> <li>- Travel alone.</li> <li>- Sit down to minimise contact with frequently touched surfaces, handles, roof straps etc.</li> <li>- Carry hand sanitiser with you that is at least 60% alcohol and use it regularly throughout your journey.</li> <li>• Private Transport - Some ways to reduce risk of infection:             <ul style="list-style-type: none"> <li>- Travel alone (if not feasible travel with the same person every day, passenger to sit in the back seat, as far apart from driver as possible).</li> <li>- Keep windows slightly open for added ventilation.</li> <li>- hand washing / sanitization after arrival</li> </ul> </li> </ul>			
05	Entrance / Exits / Walkways	Transferring or transmitting virus by close contact or surfaces	Players/Coaches / Public/Family	5	4	20	<ul style="list-style-type: none"> <li>• One-way pedestrian routes to be set up where possible. Signage to be put in place asking people to stand back while others leave the pitch / area.</li> <li>• Only club members permitted on the pitch / within toilet facility</li> <li>• Only coaches allowed within equipment stores.</li> <li>• Monitor site access points for social distancing</li> <li>• Stagger drop of times to minimise congregation of players.</li> <li>• Players should wait in their cars until just before training times and return to their cars straight after training</li> <li>• Parents should remain in their cars if staying at the venue during training</li> </ul>	5	1	5
06	Use of toilets / Hand sanitisers	Transferring or transmitting virus by close contact or surfaces	Players/Coaches / Public/Family	5	5	25	<ul style="list-style-type: none"> <li>• Regular check of toilet facilities / hand sanitiser stock</li> <li>• Sanitising station at pitch entrance.</li> <li>• All players, coached etc. to sanitiser their hand upon arrival.</li> <li>• A strict cleaning regime will be implemented for toilets / club areas</li> </ul>	5	1	5



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07	Poor hygiene	Transferring or transmitting virus by close contact or surfaces	Players/Coaches / Public/Family	5	4	20	<ul style="list-style-type: none"> <li>• Ensure personal hygiene is maintained at all times. Adopt sensible hygiene measures by washing hands thoroughly with warm water and soap / hand sanitiser on arrival and leaving.</li> <li>• Avoiding unnecessary hand to mouth or hand to eye contact.</li> <li>• Stop shaking hands or hugging when saying hello or greeting other people. No shaking hands after matches.</li> <li>• Cover your mouth and nose when coughing or sneezing.</li> <li>• No spitting on the pitch</li> <li>• Put all used tissues into a bin and wash your hands.</li> <li>• Provide hand sanitiser that is at least 60% alcohol and use it regularly.</li> <li>• Provide a pack of antibacterial surface wipes to clean shared plant/equipment.</li> <li>• Do not share any personal equipment – Water bottles, etc.</li> <li>• At the end of each training, players clothes should be washed.</li> <li>• Wash laundry using the warmest water setting and dry items completely. Do not shake dirty laundry, this minimises the possibility of dispersing virus through the air.</li> <li>• Clean and disinfect anything used during training.</li> <li>• Frequently clean and disinfect objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches using appropriate cleaning products and methods.</li> <li>• Regular checks by Club Covid-19 Team to ensure cleaning and sanitising materials are always readily available to maintain hygiene standards.</li> </ul>	5	2	10
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08	Sharing of areas / equipment	Transferring or transmitting virus by close contact or surfaces	Players/Coaches / Public/Family	5	5	25	<ul style="list-style-type: none"> <li>• Keep training groups together and as small as possible to minimise the risk of transmission across the whole club</li> <li>• Club members to practice good hygiene at all times.</li> <li>• No bibs to be used during training</li> <li>• Goalkeeping equipment is not to be shared</li> <li>• No sharing of face masks during short corners.</li> <li>• Players must not touch balls with hands</li> <li>• Do not share your equipment with others</li> <li>• Minimise the distribution of paperwork, pens and other stationary items to others.</li> <li>• Increase ventilation in enclosed spaces if required</li> <li>• All frequently touched surfaces / shared equipment to be sanitized frequently with cleaning product / alcohol wipe / soap &amp; water.</li> <li>• Team coaches / managers to be issued with cleaning materials</li> <li>• Never pass equipment to another club member, wipe down and leave aside for another to wipe and pick up and use.</li> <li>• Re-usable First Aid PPE, e.g. Face shield should be thoroughly cleaned after use and not shared between workers.</li> </ul>	5	2	10
09	Lack of awareness, communication and management to risk of C-19	Transferring or transmitting virus by close contact or surfaces	Players/Coaches / Public/Family	5	4	20	<ul style="list-style-type: none"> <li>• Club to review and implement Safe Return to Training Procedures and ensure compliance.</li> <li>• Club will sign declaration of following protocol and return to Leinster branch.</li> <li>• Appointed of club Covid-19 Team to oversee the management of C-19. Appointment of Team Covid-19 leads to assist. Covid-19 team to be trained and aware of roles and responsibilities</li> <li>• Keep all club members informed of any updates, changes to policy, additional measures introduced etc.</li> <li>• Display information by posters, notice boards &amp; warning signage</li> <li>• Covid-19 awareness training (covering Social Distancing/ Hygiene Standards)</li> </ul>	5	1	5
10	Unauthorised entry to club facilities	Transferring or transmitting virus by close	Players/Coaches / Public/Family	5	3	15	<ul style="list-style-type: none"> <li>• Where practical post safety signage to ensure pitch / club areas are identified as an exclusion zone for non-club members</li> <li>• Covid-19 team to intervene if non-club members enter during club</li> </ul>	5	1	5



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		contact or surfaces					activities.			
11	Cleaning and disinfection of areas where a symptomatic individual has been	Transferring or transmitting virus by close contact or surfaces	Players/Coaches / Public/Family	5	2	10	<ul style="list-style-type: none"> <li>If there is a need to carry out a further specific clean after a suspected or confirmed case has attended the location the cleaning can be considered in one of two categories. Level 1 and Level 2.</li> <li>All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including objects which are visibly contaminated with body fluids and all potentially contaminated high-contact areas such as toilets, door handles etc.</li> <li>Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, following one of the options below:                             <ul style="list-style-type: none"> <li>- use either a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine, or</li> <li>- a household detergent followed by disinfection (1000 ppm av.cl.).</li> <li>- follow manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants, or</li> </ul> </li> <li>Avoid creating splashes and spray when cleaning. Any cloths and mop heads used must be disposed of and should be put into waste bags. Any items that are heavily contaminated with body fluids and cannot be cleaned by washing should be disposed of.</li> <li>If practical keep area closed off and secure for 72 hours. After this time the amount of virus contamination will have decreased substantially, and you can clean as normal with your usual products.</li> </ul>	5	1	5
12	Infected waste	Transferring or transmitting virus by close contact or surfaces	Players/Coaches / Public/Family	5	2	10	<ul style="list-style-type: none"> <li>For waste from possible infected persons and cleaning of areas where possible cases have been (including disposable cloths and tissues), the following should be completed:                             <ul style="list-style-type: none"> <li>- Place in a suitable plastic rubbish bag and tied when full.</li> <li>- The plastic bag should then be placed in a second bin bag and tied, placed in a suitable and secure place and marked for storage until the individual's test results are known</li> </ul> </li> <li>Waste should be stored safely and away from the general public. Waste should not be stored in communal waste areas until negative test results are known, or the waste has been stored for at least 72</li> </ul>	5	1	5



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							hours. If the individual tests negative, this can be put in with the normal waste. If the individual tests positive, then store it for at least 72 hours and put in with the normal waste.			
13	Administering first aid	Transferring or transmitting virus by close contact or surfaces	Players/Coaches / Public/Family	5	5	25	<ul style="list-style-type: none"> <li>• Briefing with all first aiders on additional PPE measures required.</li> <li>• Before administering first aid the First Aid Responders (FAR) must verbally ask if the I.P is symptomatic of C-19.</li> <li>• FAR's are not to administer first aid to employee showing symptoms of C-19 unless latex gloves, mask and visor are worn by FAR's.</li> <li>• Once first aid is administered, visor and first aid facilities to be sanitised and gloves suitably disposed of.</li> <li>• If employee's health is a concern, call 999 / 112 for assistance.</li> </ul>	5	1	5

