



# ROCESTER FOOTBALL CLUB

## "The Romans"



## Rocester FC COVID-19 ACTION PLAN



Dear Players, Coaches, Match Officials, Volunteers & Spectators -

Firstly we hope that you have all kept safe and well over the last few months.

We are, like you, pleased that the latest Government guidelines have allowed football training and matches for National League System football to resume. Given this opportunity, we wanted to remind you of the real importance of following the guidelines provided by both the government and the FA and to allow everyone visiting the ground for training & matches to be safe and well.

It is vitally important that you adhere to the rules and **DO NOT** visit the ground if you have any COVID-19 symptoms. Instead you should isolate and follow Government Track & Trace guidelines.

The club has provided the following instructions for you to follow:

- A Risk Assessment detailing all that you are required to do and understand prior to, during and after your visit to the ground. This Risk Assessment will be sent out to visiting teams and match officials prior to a match. It will also be available on our website [www.rocesterfc.net](http://www.rocesterfc.net) for our own players, coaches, volunteers and all other spectators to view. A copy of this action plan and risk assessment will also be present in the club house for you to read if you wish.
- Signage and markings appropriate to Car Parking, entrances to use on arrival and exit, where to wash your hands and areas to stand & sit during matches will be clearly visible in and around the ground. This will also include a new one way system around the ground, club house and queuing system for the bar and snack hut.

### **REMEMBER**

**YOU ARE RESPONSIBLE FOR YOUR OWN SAFETY AND THE SAFETY OF OTHERS THEREFORE:**

If you have any signs or anyone in your household displays signs of COVID 19 (a high temperature, a new, continuous cough, a loss or change to your sense of taste or smell) **YOU MUST NOT VISIT THE GROUND** and follow the guidelines at [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus).

We look forward to welcoming you back to the ground and to re-start enjoying the sport that we all enjoy and please ensure that you follow the guidelines attached to this document and if you have any questions prior to visiting then please speak with your us directly and assure yourself that you have all the information you have before visiting the ground for the first time. Our contact information can be found on [www.rocesterfc.net](http://www.rocesterfc.net).

Each training session or match will follow the same guidelines that you are expected to adhere to and please do not attempt to relax your attitude or approach to the rules that are all there for the safety of everyone.

Sam Goldsworthy

Rocester FC Club Secretary & COVID 19 Officer.



### RULES FOR TRAINING SESSIONS:

1. Players & Coaches will arrive to training separately where possible. The use of public transport is strictly advised against and players should look at the use of walking or cycling if able to. If the use of a car is required players & coaches should aim to travel on their own to reduce risk of contamination and to maintain social distancing. If car sharing is required, bubbles should be set up where by the same people travel to training every single time. In this instance the club advises those car sharing use PPE (masks) if able to. Cars must be kept clean and players must wash and/or sanitise before and after travel. Players & coaches can car share without these requirements if they are from the same household.
2. Before arriving players & coaches will carry out a COVID-19 Self Assessment using the below checklist. If any of these symptoms are found then you **SHOULD NOT** travel and follow Government guidance at [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus) and inform a club official ASAP as well. Whoever is in charge of each training session must keep a record of attendees. The person in charge must also confirm with each individual taking part that they have taken a COVID-19 self assessment and keep this as a record and stored for a minimum of 21 days. Anyone who has failed to complete a self assessment will **NOT** be allowed to participate in a session until this has been completed. Failure to do so will mean that person will not be allowed to be involved in the session. The log of attendees should also be kept for Track & Trace purposes in case anyone tests positive for COVID-19.
3. Changing Rooms & Showers to be avoided and not used before and after training has taken place. Players & coaches should turn up changed ready for each training session and will be required to depart in their training equipment and shower at home. If any person feels they **critically** need to use the changing room facilities then they must inform the person in charge of the session no less than 24 hours before the start time. A time slot will be given and the individual will have this time to use the changing rooms. They **MUST** wash their hands before and after using the changing room. However showers will **NOT** be permitted after training.
4. All equipment that will be used and shared during training must be wiped down and sanitised before and after each session. This includes balls, cones, posts and any other equipment. Bibs must be taken away and washed afterwards every time before they can be used again. All players & coaches **MUST** bring their own water bottles to each session and these will be labelled with their name. If you are unable to label your own bottle then let the person in charge of the session know so they can sort this out for you.
5. Each person taking part in every training session **MUST** maintain a 2m distance before training, during any drinks breaks and afterwards to minimise the amount of time everybody is spent close together and reduce infection risk. **NO EXCEPTIONS TO ANY OF THESE RULES AND MUST BE FOLLOWED AT ALL TIMES!**





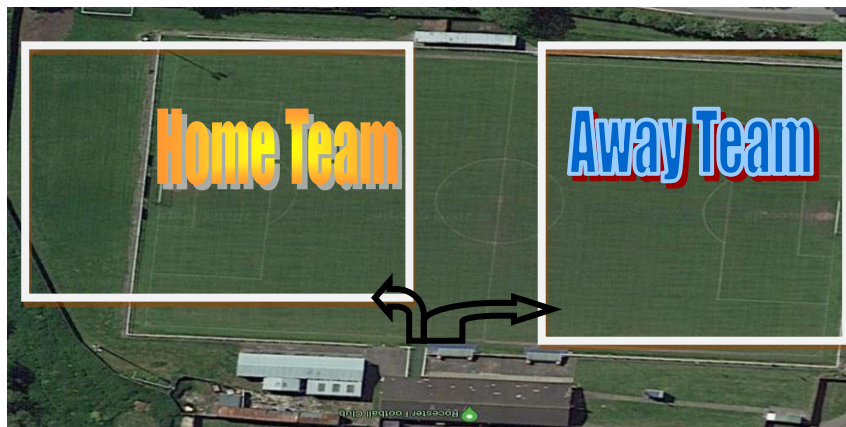
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### HILLSFIELD GUIDLINES FOR HOME & AWAY TEAM PLAYERS & COACHES

1. Players & Coaches will arrive to matches separately where possible. The use of public transport is strictly advised against and players should look at the use of walking or cycling if able to. If the use of a car is required players & coaches should aim to travel on their own to reduce risk of contamination and to maintain social distancing. If car sharing is required, bubbles should be set up where by the same people travel to training every single time. In this instance the club advises those car sharing use PPE (masks) if able to. Cars must be kept clean and players must wash and/or sanitise before and after travel. Players & coaches can car share without these requirements if they are from the same household.
2. Player & Coaches should aim to arrive as late as possible to avoid congregating around the stadium for a long period of time. Home & Away Team players & coaches should follow the signs to direct them into the ground using the one way system that has been set up. Everyone should sanitise using the stations provided when entering. The manager of the away side must provide a contact number to the home manager or club official to support track & trace. This will be kept for 21 days before being destroyed. Once inside the ground players & coaches will not be allowed to exit by the same access point unless they inform a member of the home team coaching staff first. If early exit is required the person doing this must make sure they keep 2 meters from another person. We ask that you **check that you have everything** you need before entering the stadium to avoid this issue. Time spent within changing rooms should be limited to a minimum and social distancing should be applied wherever possible. Guidelines ask that players come a prepared as possible in warm up gear so that time spent in changing rooms is kept to a limit. We ask both team's players & coaches to avoid the use of the clubhouse before the match and only enter if necessary so we can keep the number of people inside limited.
3. Both teams will have a dedicated area for warming up which will keep both sides as far apart as possible. The **HOME TEAM** should use the left hand side of the pitch at the River End as the grass area behind the pitch. The **AWAY TEAM** will be given the right hand side of the pitch at the School End. All shared equipment between players and coaches should be cleaned and sanitised before and after use. Ground staff will ensure that the goal posts and corner flags have been cleaned beforehand, after the warm up/before the game and after the game to avoid contamination.





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4. During Warm Ups social distancing should be carried out before, during any breaks and after the Match Warm Up has taken place. Players must also hand sanitise before entering the playing surface. Guidelines advise limited numbers of people inside the changing rooms for pre match team talks. We recommend either carrying these out in your segment of the field during warm ups or using the changing room with only the manager and starting XI allowed into the changing room. When both sides are ready to enter the field, under the match official's instructions which will have been prepared before hand, the **AWAY TEAM** will enter the pitch first followed by the **HOME TEAM** and finally the **MATCH OFFICIALS**. The referee will have confirmed beforehand the process for deciding kick off and which ends will be played from first but we fully expect this to be done with both captains 2 meters part with no respect handshakes to take place.
5. During the game the guidelines state that during breaks in play, for example an injury, players should observe social distancing. This will be relevant for in game situations such as goal celebrations and substitutions by both sides. When the ball goes out of play, only players partaking in the game will allowed to retrieve the ball. Should the ball leave the stadium a dedicated club volunteer will go retrieve the ball using PPE (gloves) and will disinfect the ball before returning it to play. Each match ball will be cleaned before, during the game when not being used and afterwards. Any injuries during the game are to be treated **ONLY** by your clubs physio that they must be wearing PPE (masks, gloves and apron) when treating an injured player.
6. After the game players will be asked to sanitise as they return to the dressing room. It will be up to each side's manager to manage the process for getting changed after the game with staggered changing times implemented as one recommendation to limit congestion inside the changing room. We ask that is possible players should avoid using changing room showers if possible and shower at home. Where this is not possible this should be carried out within the guidance and staggered timings when possible for using the showers.
7. Under the FA Guidelines the providing of Club Hospitality has been suspended. Therefore it may not be possible to provide both teams with post match food. If this is not possible players should once changed try where possible to leave and vacate the stadium via the dedicated exit in the tunnel area to avoid unnecessary congregating inside the stadium. If post match food is able to be served, we will try and do this outside when the weather allowed it just outside the main club house under the canopy. The volunteer will serve the players and social distancing must be implemented when queuing up.
8. **\*IMPORTANT\*** If within the following days of the match a player, coach or any other club official or spectator tests positive for COVID-19 or develops symptoms. They must inform their manager or a club official who should pass this onto the opposition team's manager or club official so that Track & Trace can be informed and the Government Guidelines on self isolation can be put into practise.



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### STADIUM GUIDANCE FOR MATCH OFFICIALS

1. Match Officials have of course been instructed to arrive separately to reduce the contamination risk. Where possible we will mark out three separate spaces for Match Officials to use which will be as close to the stadium entrance. We ask that officials can arrive as late as possible to the ground in order to avoid unnecessary hanging around at the stadium. Officials will be asked to use the hand sanitizer provided as they enter the building. Either by email or on match day the officials must provide their name and contact numbers to the Match Secretary of both clubs to support Track & Trace.
2. At this current time we feel three people can currently use Match Officials safely. The changing rooms will be cleaned and sanitised regularly and sanitizer will be provided in the official's dressing room. We ask that where possible officials arrive at the ground already changed unless they have been instructed otherwise by The FA. This would mean less time spent inside and in close contact with others. It will be up to the Match Referee to decide if he or she would like to implement staggered changing times for themselves and the other officials before and after the game to help reduce contact and maintain social distancing if that is what is required. We do ask where possible that the shower is avoided if possible. If absolutely necessary only one person at a time may use it to avoid contamination.
3. Team Sheets of course will not be exchanged with paper. We as a club will be able to send over our team sheet either via text, Whatsapp or any other method that the match referee would prefer. Just let us know beforehand so we can sort it for you.
4. We ask that match officials can email us their expenses and match fee invoices to [Sam.Goldsworthy@rochesterfc.net](mailto:Sam.Goldsworthy@rochesterfc.net). Please include your bank details along with this so that we can send your fees electronically via BACS to save contamination with physical cash payments.
5. The club will comply with any further guidance and regulations that you as Match Officials have been given separately by The FA. Please email us with any requests via reply email to the Match Confirmation so that we can get these prepared for you.
6. You can of course have a hot drink or a cold drink of squash but we ask that you go to our Snack Hut to order these. You will be given one-use cup and milk and sugar will be provided with sachets which must be put in the dedicated bin after use.
7. Under the FA Guidelines the providing of Club Hospitality has been suspended. Therefore it may not be possible to provide you with post match food. If this is not possible officials should once changed try where possible to leave and vacate the stadium via the dedicated exit in the tunnel area to avoid unnecessary congregating inside the stadium. If post match food is able to be served, we will try and do this outside when the weather allowed it just outside the main club house under the canopy. The volunteer will serve the players and social distancing must be implemented when queuing up.



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### GUIDANCE FOR MATCH DAY VOLUNTEERS

#### Ground & Maintenance Staff

All playing surfaces as well as goal posts and corner flags need cleaning and decontaminating before each game, during half time and after the game. Any shared space such as the Main stand and changing rooms need cleaning and sanitising again before and after every game or event that takes place at the stadium. Any equipment used during the game such as balls and cones need cleaning before and after every game. Match Balls will be cleaned by the coaches on the dugout when balls go out of play and are replaced by a clean Match Ball. Any person going to retrieve a ball from outside the ground boundaries must do so using gloves and they must wash their hands after this task is done.

#### Clubhouse bar Staff

All surfaces & equipment in the bar and club house require cleaning and disinfecting before and after each Match or event. When serving customers all PPE **MUST** be worn to protect you and protect others. Staff must wear a face covering either a mask or plastic shield and are required to wear gloves if at all possible. Constant hand washing will be required and disinfecting all surfaces will need to be carried out where possible in keeping 1m+ inside the clubhouse.

#### Kitchen & Snack Hut Staff

All surfaces & equipment in the kitchen & snack hut require cleaning and disinfecting before and after each Match or event. When serving customers all PPE **MUST** be worn to protect you and protect others. Staff must wear a face covering either a mask or plastic shield and are required to wear gloves if at all possible. Constant hand washing will be required and disinfecting all surfaces will need to be carried out where possible in keeping 1m+ inside the kitchen & snack.

#### Media Staff

Photographers or filming crew will need to also sanitise their equipment and themselves before entering the ground and after use. You will also if possible be asked to wear PEE (masks & gloves) if your able to whilst carrying out your duties to protect yourself and others from contamination. We ask that any photographers stay behind the pitch fence perimeter to avoid coming into close contact with players, coaches and medical staff or match officials. We recommend to any film crew filming the games to position themselves on the grass bank on the far side of the ground as a) It provides the best possible view and b) keeps you a safe distance away from other people in the ground. The Press Box next to the turnstile will be cleaned regularly and this will include before and after each game. However unfortunately due to the small space we will be closing this to any visiting media and will be prioritised for whoever is manning the Public Address system on Match Day. Any visiting media are welcome to use the Main Stand is they wish as long as they maintain social distancing.



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### WHAT WE ARE DOING TO MAKE HILLSFIELD A COVID-19 PROTECTED STADIUM FOR THE FANS

#### Car Park

Spectators can park anywhere inside a valid car park space but we ask where possible you leave the spaces right outside the stadium entrance to home/away players & coaches, match officials and club volunteers and officials when possible please. This is to ensure they have a small as possible journey between the car park and the designated entrance.

#### Spectator Entrance

When paying fans and spectators are allowed back into matches, all supporters must head straight over to the usual turnstile at the end closest to the school. You can pay for your admission fee in cash. Our turnstile operator will be wearing PPE (mask & gloves) when possible and we ask that you use hand sanitizer before you use the turnstile to prevent contamination. The turnstile will of course be cleaned and wiped frequently to protect any spectators from infection. We ask that when queuing to access the turnstile that you maintain social distancing unless you are from the same household. If you can please try and have the correct money/change when entering the turnstile as this will prevent cross contamination on paper notes and metal coins.

#### Around the Ground & Main Stand

Where possible we will be placing markings on the floor to highlight a 1-2 metre distance so that spectators around the stadium can observe social distancing. If crossing paths with someone please **keep your distance between each other at all times**. Some of the seats in the Gilbert Egerton Stand will be tapped/marked off so that social distancing can be observed at 1m+ where it is possible. We ask that spectators **DO NOT** remove the tape or sit in the marked off seats unless they are from the same household. We ask that spectators sit in the designated seats that are not taped off and are free to sit in. We remind spectators as well that the Home & Away Directors seats at the back of the stand are for **HOME & AWAY CLUB OFFICIALS ONLY**.

#### Club House & Bar

There will be a one way system in operation inside the Club House. If you wish to take your drink out you must enter the bar via the normal entrance to the bar opposite the dug outs. Please use the markers provided on the floor to maintain social distancing. Both sides of the bar will be fitted with a plastic screen for yours and our protection. You will place your order at the first station before moving round to your left to the other side of the bar where you will collect your drink. All drinks will be served in single use plastic cups where possible. This avoids cross contamination. You will then be directed through the club house to the far door next to the dart board to exit the club house using the one way system. At all times when inside please try your best to maintain a 1m+ distance between people other than those in your household. For those who wish to sit inside a table service will be in operation where orders will be taken by one of our volunteers and brought over to you. This avoid people congregating at the bar area and reduces traffic inside the clubhouse. We are only allowed approx 30 people inside so once the clubhouse is full nobody else will be allowed to sit down inside. All staff will be wearing PPE (masks and gloves) for yours and their protection.

### Snack Hut

The Snack Hut will be fitted with a plastic screen for protection. We ask that spectators avoid touching this and putting their hands through the gap and allow the serve to pass your order through to you to avoid contamination. Markers will be displayed showing customers where to queue to maintain social distancing when wanting to access the Snack Hut. We must stress that access to the kitchen for non home team officials is **FORBIDDEN** to be able to keep our volunteers safe. Your hot food & drink will be served to you with one use polystyrene and plastic trays, plates and cutlery. For items such as milk, sugar, salt/pepper/vinegar and sauces we will be providing sachets to prevent contamination of bottles and other items which were previously used. We ask that you keep this area clean and tidy and dispose of your used items in the bin provided. The Snack Hut area will of course be kept clean regularly. There may be occasions where milk is served by kitchen staff so make this known you want milk in your hot drink to the volunteer serving.

### Toilets

Our toilets inside the club house will be strictly **ONE PERSON ONLY AT ALL TIMES** allowed inside each toilet. All areas will be cleaned on regular intervals by Club Volunteers and we would ask anyone using them to leave them in a clean state the way they found them. We would strongly recommend using paper towels as there is less risk of infection. For this reason, the dryers inside the toilets will be 'taped-up' and we ask spectators not to use them and instead, use the paper towels provided and dispose of these in the bins provided. We ask that you sanitise your hands before you enter and after you exit to avoid contamination between people.

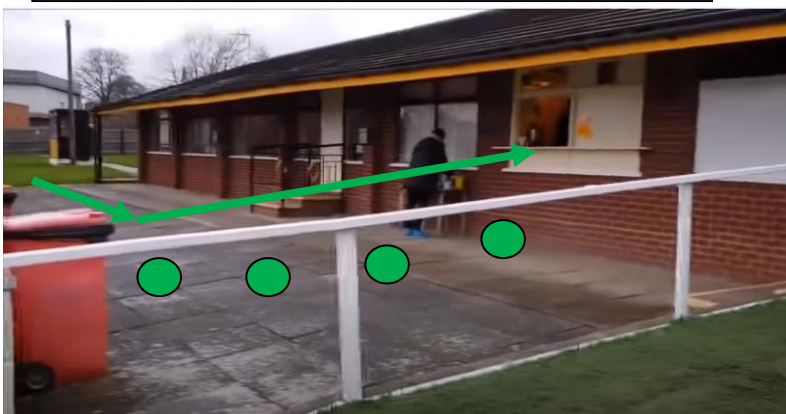
### Boardroom

Our usual Boardroom will be **CLOSED** to all spectators and Club Officials. The FA have informed all clubs that clubs requiring to provide match hospitality has been suspended so the club will be finding ways of using this room for players, match officials or any other purpose to help maximise space to implement social distancing between teams and match officials.

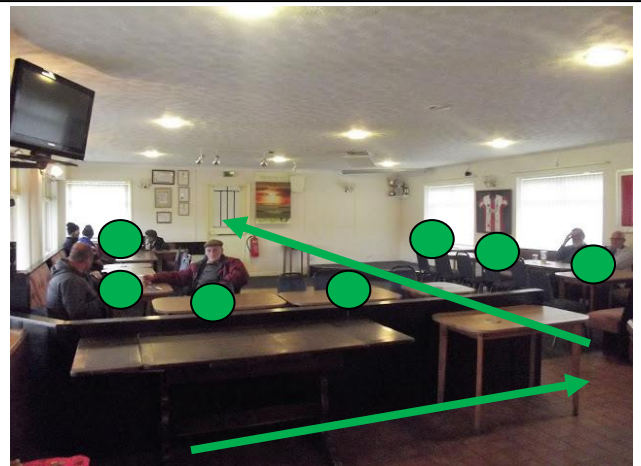
### Changing Rooms

Not too much will change in terms of access to the tunnel and changing rooms however stricter protocols will be in place and we must remind spectators that **ACCESS TO THE TUNNEL AREA AND CHANGING ROOMS IS FORBIDDEN** under any circumstances. Only Players, Match Officials, Coaches, Medical and Kit staff and select club officials will be allowed access during a Match Day. The area will of course be kept cleaned and sanitised frequently.

PLEASE QUEUE UP KEEPING USING SOCIAL DISTANCING.



PLEASE USE THE ONE WAY SYSTEM INSIDE THE CLUBHOUSE





Signage

The following signage will be visible around our site **PLEASE** make sure you abide by them

**NHS**  
HM Government

**CORONAVIRUS**  
**STAY ALERT TO THE SYMPTOMS**

**HIGH TEMPERATURE**  
**OR NEW CONTINUOUS COUGH**  
**OR LOSS OF TASTE OR SMELL?**

No one in your household should leave home if any one person has symptoms.  
Find out how to get a test, and how long to isolate, at [nhs.uk/coronavirus](https://www.nhs.uk/coronavirus)

**STAY ALERT > CONTROL THE VIRUS > SAVE LIVES**

**CORONAVIRUS** Information **BBC**

**How can I try to stay well and avoid spreading the virus?**

- Wash hands frequently** with soap and water or use a sanitiser gel
- Work at home where possible and **avoid social venues**
- Catch coughs and sneezes and **throw away used tissues**
- If you don't have a tissue **use your sleeve**
- Avoid touching your eyes, nose and mouth** with unwashed hands
- Avoid close contact** with people who are unwell

**Keep 2m apart**

**2m / 6.5ft**

We have a social distancing programme in place, please respect this and adhere to the signage on premises

**Be socially safe**

**SOCIAL DISTANCING**

We ask that all guests follow the six foot rule.

**6 FT**

**HOW CAN I PROTECT MYSELF?**

- Wash your hands often** with soap and water for at least 20 seconds.
- Avoid touching your eyes, nose, or mouth** with unwashed hands.
- Avoid close contact** with people who are sick.



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## PHOTO GUIDE ON MATCH DAY PROCESSES



PLEASE QUEUE UP FOR THE TURNSTYLE OBSERVING SOCIAL DISTANCING.



PLEASE FOLLOW THE PATH SHOWN HERE. IF YOU WANT TO ACCESS THE CLUB HOUSE PLEASE QUEUE OUTSIDE.



WHEN STANDING AROUND THE PITCH PLEASE REMEMBER TO KEEP YOUR 2 METER DISTANCE WHERE YOU CAN.



PLEASE OBSERVE SOCIAL DISTANCING IN THE GILBERT EGERTON STAND AND ONLY SIT IN THE SEATS THAT ARE MARKED. DO NOT SIT ON CLOSED OFF SEATS PLEASE.