

RAILWAY UNION R.F.C.



Railway Union Rugby Football Club

Park Avenue, Sandymount, Dublin 4

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**Railway Union RFC
Return To Rugby
Safety Plan
COVID-19 HEALTH AND SAFETY PLAN**



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1.0 BACKGROUND

1.1 COVID-19

Coronavirus disease (COVID-19) is an infectious disease caused by Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-CoV-2). Most people (8/10) infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

1.1.1 HOW IT SPREADS

The virus is spread from people in fluid and droplets scattered from the nose or mouth of an infected person when that person coughs, sneezes, or speaks. The droplets can land on surfaces, and other people contaminate their hands by touching these objects or surfaces and then bring the virus into contact with their eyes, nose or mouth by touching them with their contaminated hands. Spread is more likely however to occur through close contact with someone who is already infected with the virus.

It is still not known how long the virus survives on surfaces in different conditions. The period of survival may vary under different conditions (e.g. type of surface, temperature or humidity of the environment). Studies indicate that it can persist on surfaces for hours and up to several days in the absence of effective cleaning. Simple household disinfectants can kill the virus. Surfaces should be cleaned first and then disinfected.

1.1.2 SYMPTOMS

The following symptoms may develop in the 14 days after exposure to someone who has COVID-19.

- Cough
- Difficulty in Breathing
- Fever/High Temperature
- Sore Throat
- Runny Nose
- Flu like symptoms
- Rash
- Loss Of Smell/Taste



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Players or coaches with symptoms must not show up to training. They should self-isolate and report to their doctor for COVID-19 testing.

It is important to note that some people infected with the virus, can demonstrate no symptoms at all, yet can infect others. These are known as 'asymptomatic' people.

1.2 HSE GUIDELINES

To prevent infection and to slow the transmission of COVID-19, please pay attention to the following:

- Wash your hands regularly with soap and water or clean them with alcohol-based hand rub.
- Maintain at least 2 metres distance between you and another person.
- Avoid touching your face.
- Cover your mouth and nose when coughing or sneezing.
- Stay at home if you feel unwell.



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2.0 INTRODUCTION

2.1 SCOPE

The Return to Rugby Policies and Guidelines outlined in the document below have been created in response to COVID-19. The main objective is the safe return to rugby for all members and communities.

These recommendations have been based on the advice of the Government, the National Public Health Emergency Team (NPHE), the Health Services Executive (HSE), The National Health Service (NHS), the World Health Organisation (WHO), the Northern Ireland Public Health Agency (PHA) and the European Centre for Disease Control (ECDC). The IRFU has also gained advice from other World Rugby organisations and sporting groups who are at varying stages of reopening their sports.

It should be noted that this is a living document and may be revised following updated advice from the above organisations as new information and guidelines are issued.

2.2 REFERENCE DOCUMENTS

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

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

The recommendations outlined in this document are in line with the guidance documents above as well as Government guidelines in place at the time of writing.



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2.3 INTRODUCTION TO THE CLUB

Railway Union is one of Ireland's oldest rugby clubs and serves the communities of Sandymount, Ringsend, Irishtown and surrounding areas. We field men's and women's teams for all ages and cater for players of all backgrounds, gender, ability and nationality. From 6 to 60+, Railway Union has a place for you.

Contact Details: Alan Horgan

Address: Park Avenue, Sandymount, Dublin 4

Facilities: Pitch, Club House, Dressing rooms, gym, kitchen, function room, physio room.

Number of members and Teams:

- 5 adult teams/150 members
- 2 age grade teams/20 members
- 50 non-playing members



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3.0 ROLES AND RESPONSIBILITIES

Railway Union RFC has appointed a Covid-19 Safety Committee chaired by the Covid -19 Safety Officer. The committee contains the key management personnel for the Return to Rugby Project.

Other member include:

- All Covid-19 Compliance Officers
- Club Safety Officers
- Head of Player Welfare
- Director of Rugby
- Club Secretary

This list is not exhaustive. Please see nominated persons in contacts table in Appendix C

3.1 IMPLEMENTATION OF IRFU AND GOVERNMENT GUIDELINES

- Appoint COVID-19 Safety Committee members (COVID-19 CLUB Safety Officer, COVID-19 Compliance officers)
- Ensure COVID-19 Risk Assessment is carried out by a competent person. (A competent person is someone who has sufficient training, experience or knowledge and other qualities that allows him or her to undertake the task)
- Ensure COVID-19 Health and Safety Plan is prepared
- Ensure adequate controls and procedures are in place at all times
- Revise/update the above when new information becomes available from Government and Health Authorities

3.2 COVID-19 CLUB SAFETY OFFICER

The **COVID-19 CLUB Safety Officer** shall undertake the following duties, or delegate them to a named and competent member of the Club Committee:

- Lead the Safety Committee which may be comprised of the COVID-19 CLUB Compliance officers, Coaches, Referees, Committee Members, First Aid Responders, and any other relevant persons.
- Nominating participants to act as the COVID-19 CLUB Compliance Officers. The number of COVID-19 CLUB Compliance Officers will be proportional to the size of the club, the number of teams and number players. It is likely these individuals will be coaches or team managers. A COVID-19 CLUB Compliance Officer must be present at all club activities.
- Receive updates from COVID-19 CLUB Compliance Officers on activities.
- Assessing risks (carry out Risk Assessments), developing Club Covid-19 Safety Plan.



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- Putting procedures in place for club members to return to rugby in line with forthcoming guidance from the IRFU and published guidance from member state Governments.
- Keep updated with ongoing Government, Health Authority and IRFU advice and update the procedures accordingly.
- Communicate with members on latest updates and changes to training and club activities.
- Develop an emergency response in line with Government, Health Authority and IRFU advice Guidance for a suspected COVID-19 case.
- Ensuring that all management and club members are provided with and participate in necessary induction, training, and adhoc briefings.
- Co-ordinate adhoc briefings when required to communicate messages about good hygiene, respiratory etiquette and physical distancing.
- Ensure all management and members have returned their Pre-Return to Rugby Personal Assessment Declaration. These shall be provided by the IRFU.
- Providing safe equipment including personal protective equipment, where necessary.
- Ensuring Signage and Information relating to COVID-19 symptoms and hygiene requirements are in place.
- Ensuring Signage and Information relating to IRFU and Club rules and requirements with respect to COVID-19 are in place.
- Ensure action checklists for the COVID-19 CLUB Compliance Officers are completed.
- Address any club member concerns.
- Report regularly to the Chairperson, President and Executive Committee.

3.3 COVID-19 CLUB COMPLIANCE OFFICER

The COVID-19 CLUB Compliance Officer will carry out the day to day monitoring of compliance with protocols as set out in the Return to Rugby Guidance Document. The number of COVID-19 CLUB Compliance Officers will be proportional to the size of the club, the number of teams and number players. It is likely these individuals will be coaches or team managers. A COVID-19 CLUB Compliance Officer must be present at all club activities.

The COVID-19 CLUB Compliance Officer shall:

- Monitor activity to ensure social distancing and hygiene rules are followed.
- Complete the action checklist (daily, weekly, monthly) and provide it to the COVID-19 Club Safety Officer.
- Ensure players and club members are aware of COVID-19 and the club's procedures.
- Facilitate training of players and club members, where required.



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- Keep updated with all new Government, HSE and IRFU guidelines.
- Report to the COVID-19 CLUB Safety Officer with any updates.
- Review IRFU Pre-Return to Rugby Personal Assessment Declaration provided by members.
- Maintain confidentiality of suspected cases.
- Provide safe equipment including personal protective equipment, where necessary.
- Follow protocols for persons showing symptoms of COVID-19.
- Assist in contact tracing should there be a confirmed case of COVID-19.
- Keep in contact with any member with a suspected case and obtain confirmation from them to allow their return to play.
- Advise in instances where non-compliance with social distancing, respiratory etiquette and hygiene rules are observed.
- Implement temperature testing in line with Public Health advice, or if requested from a member.

3.4 COACHES/ REFEREES

Coaches/Referees have a responsibility to ensure that training activities and club operations do not cause unnecessary risks to players and the wider community. They shall achieve this through:

- Liaising with the nominated COVID-19 CLUB Compliance Officers, if not acting in this position.
 - Participating in COVID-19 training as required.
 - Planning training activities to align with those permitted at any given time.
- Educating teams and reinforce good personal hygiene and etiquette, physical or social distancing and handwashing.

3.5 PLAYERS/ PARTICIPANTS

Players/ Participants of the clubs have a responsibility to act in a safe and respectable manner while at the grounds. Failure to do so could result in the formation of clusters at the club endangering the wider community. All Players/Participants should be advised to:

- Make themselves aware of the symptoms of COVID-19 and monitor their own wellbeing.
- Complete IRFU Pre-Return to Rugby Personal Assessment Declaration and give to COVID-19 CLUB Compliance Officer a minimum of 3 days before returning.
- Participate in the induction, and any training provided by the COVID-19 CLUB Safety



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Officer and COVID-19 Club Compliance Officers.

- Read and follow the club's procedures.
- Practice a high level of personal hygiene by washing their hands frequently.
- Keep a contact log of direct contact with other people.
- Make themselves aware of the symptoms of COVID-19 and monitor their own wellbeing.
- Be open and honest if they have been in contact with a COVID-19 case or suspected case.
- Self-Isolate at home and contact their GP if they display any symptoms.
- Complete IRFU Pre-Return to Rugby Personal Assessment Declaration and give to COVID-19 CLUB Compliance Officer a minimum of 3 days before returning.
- Participate in the induction, and any training provided by the COVID-19 Response Management Team.
- Report to the COVID-19 CLUB Compliance Officer immediately if they develop symptoms while at the training.
- Complete any temperature testing as implemented by the COVID-19 Response Management Team in line with Public Health advice.
- Read the club's procedures and confirm they understand.
- Practice a high level of hygiene.
- Ensure their next of kin is on file.
- Listen to ongoing HSE and Government advice.
- Following suspicion of COVID-19, or recovery from the illness, provide a return to rugby letter from their Doctor or a personal declaration.

3.6 PARENTS AND GUARDIANS

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



4.0 RISK ASSESSMENT

4.1 RISK ASSESSMENT METHODOLOGY

4.1.1 IDENTIFICATION OF RISK ITEMS

The first step in the process is to identify hazards which present a risk of a spread of infection between persons.

In keeping with typical Risk Assessment methodology, hazards in this document are referenced as Risk Items. The Risk Items will typically be either management issues (e.g. poor sanitation practices), physical features which act as shared touchpoints which will allow the spread of the virus, or physical features which do not allow adequate physical distancing between persons.

The risk assessments are separated into two categories, as follows:

The IRFU has provided Sample Risk Assessment for clubs which is outlined below. The Sample Risk Assessment includes *Universal risks* which could be applied to any club and organisation. *Site Specific risk assessments* must be carried out by the Club to identify risks which are unique to our own facilities and organisation based on defined aspects, i.e. Club house facilities, access and egress to playing areas, communal spaces, communication methods etc.

The identification of Risk Items is based on assessment against the recommendations in the relevant guidance documents as applied to an organisation having regard to the application of professional judgement and common sense to the particular circumstances.

4.1.2 INSPECTION METHODOLOGY:

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

4.1.3 EVALUATION OF RISK ITEMS

The second step in the process is to rate each Risk Item. This involves three sub-steps as follows:

- Assign an Occurrence Rating to the Risk Item (Likelihood).
- Assign an Impact Rating to the Risk Item (Anticipated Severity).
- Assign an overall score to the Risk which is product of the Likelihood and Impact rating to give an overall Risk Rating.



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The likelihood rating is judged by reference to the likelihood of the Risk Item occurring in accordance with the following scoring criteria:

Rare/Remote

Unlikely

Possible

Probable

Almost Certain

Impact Scoring is based on the anticipated severity of the outcome. In scoring impact, the Risk Item is graded from 1 to 5, with 5 indicating the most serious outcome and 1 the least severe outcome. The scoring criteria are as follows:

- Negligible harm (Escape Unharmd)
- Minor harm (Minor Injury)
- Moderate harm (Injury)
- Major harm (Major Injury/Death)
- Extreme harm (Multiple Deaths)

The product of the two scoring outcomes provides an overall Risk Rating based on the following table:

		SEVERITY				
		EXTREME HARM 5	MAJOR HARM 4	MODERATE HARM 3	MINOR HARM 2	NEGLECTIBLE HARM 1
LIKELIHOOD	ALMOST CERTAIN 5	25	20	15	10	5
	PROBABLE 4	20	16	12	8	4
	POSSIBLE 3	15	12	9	6	3
	UNLIKELY 2	10	8	6	4	2
	RARE 1	5	4	3	2	1



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

KEY TO SHADING		
15 - 25	Level of risk is unacceptable.	HIGH
8 - 12	Level of risk may be tolerable. Seek to reduce level of risk.	MEDIUM
1 - 6	Level of risk is acceptable	LOW

4.1.4 WHO IS AFFECTED BY THE RISK

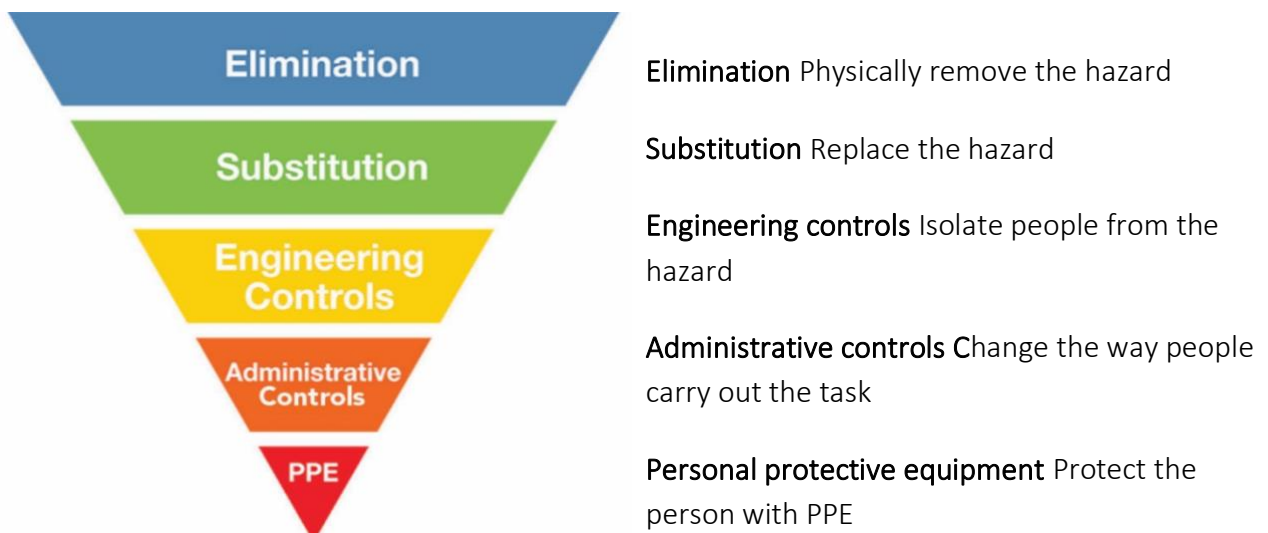
Abbreviations used in the 'To Whom' column of the assessment relate to:

- P = Public
- S = Sports Players/ Participants/Members
- V = Visitors

4.1.5 CONTROL MEASURES

The control measures, indicated within the fifth column of the assessment, and further detailed in Section 5.0, named 'Proposed Criteria for Resumption' below, are considered to be reasonably practicable measures, to mitigate or eliminate the Risk Items. The objective is to reduce; either immediately or within a reasonable timeframe; the level of risk completely or to a tolerable or acceptable level.

Below is the Hierarchy of controls which should be considered when carrying out a Risk Assessment in Railway.





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4.1.6 RESIDUAL RISK

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

4.2 RISK ASSESSMENT RESULTS

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



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5.0 PROPOSED CRITERIA FOR RESUMPTION

Railway Union has completed the criteria for resumption of training and club activities which is based on the outcome of the risk assessment. Control measures are in place prior to the commencing training and club activities. Return to Rugby Health and Safety Operating Procedures document were referred to for aid in completion of this section.

5.1 PERSONAL HYGIENE & ETIQUETTE

Personal hygiene practices and respiratory etiquette are important to prevent the spread of COVID-19. Advice, as well as appropriate HSE signage, should be put in place advising on these practices.

The COVID-19 Club Safety Officer and COVID-19 Club Compliance Officers, herein referred to as COVID-19 response team must ensure that:

- Appropriate hygiene facilities are in place.
- Hand sanitisers/hand wipes and/or hand washing facilities are readily available.
- Bins/bags for disposal of tissues are available.
- Bins are emptied at regular intervals.
- Disinfectant is readily available to allow members to clean areas and equipment.
- A No-Hand Shaking / Physical Greeting Policy is put in place.

5.2 CLEANING TO PREVENT CONTAMINATION

Prevention of Spread

In order to reduce the likelihood of spreading the virus, members are advised to:

- Avoid close contact with anyone who has a fever or cough
- Refrain from shaking hands or offering other forms of physical greeting
- Not touch their eyes, nose or mouth if their hands are not clean
- Not share objects that touch their mouth, for example, bottles, cups foodstuffs, mouthguards etc.
- Maintain hand hygiene and respiratory etiquette as outlined below.

Hand Hygiene

Hand Hygiene involves hand washing correctly with soap and water, or an alcohol-based hand sanitiser, for at least 20 seconds;

- Before and after training
- After coughing or sneezing
- If they've had contact with a person who is displaying any COVID-19 symptoms
- Before and after being on public transport
- Before and after being in a crowd



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- When arriving and leaving areas
- When hands are dirty
- After toilet use

Respiratory Etiquette

In addition to hand hygiene, good respiratory hygiene and etiquette is also necessary.

- Cover your mouth when coughing and sneezing with a tissue and then dispose of the tissue in a bin.
- If you don't have a tissue, use the sleeve of your arm and not your hand.
- Wash hands after.

Physical Distancing Etiquette

Members are expected to:

- Avoid physical greetings while remaining courteous to others.
- Respect the personal space of others by keeping a 2m distance from them where practicable.
- When passing within 2m of another person, do so briskly.
- Walk in single file in walkways if there are others travelling in the opposite direction.
- Avoid stopping for conversations in walkways.
- When in a passageway wide enough for one person only, stand back and allow the other person to pass if they were on the route before you.
- Respect other people's possessions. Keep your own water bottle, hand sanitiser etc.
- When using common toilet facilities, persons should, where possible, avoid using the sink or urinal directly beside one which is in use by another person

General Cleaning Guidelines

- Cleaning Guidelines for clubs and facilities will need to be enhanced to prevent cross contamination, particularly in common areas and at touch points including:
 - Taps and washing facilities.
 - Toilet flush and seats.
 - Door handles and push plates.
 - Handrails on staircases and ramps.
 - Light Switches.
 - Communications equipment.
 - Keyboards, photocopiers and other office equipment.
 - Rubbish collection and storage points.



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Cleaning after a suspected case

For cleaning of areas where a suspected case has come in contact, or after the present of a suspected or Confirmed Case of Covid-19

The isolation room will need to be deep cleaned as well as the areas where the person came into contact with surfaces. The following should also be completed:

- Where possible close and secure the area for 72 hours. If this is not possible then -
- The area should be well ventilated with fresh air for a minimum of 1 hour.
- The spaces should be carefully cleaned with a neutral detergent, followed by decontamination of surfaces using a disinfectant effective against viruses, as follows:
 - Viricidal Products, or a 0.05% sodium hypochlorite (NaClO) (dilution 1:100, if household bleach is used, which is usually at an initial concentration of 5%)
 - For surfaces that can be damaged by sodium hypochlorite, products based on ethanol (at least 70%) can be used for decontamination after cleaning with a neutral detergent.
- Cleaning of toilets, bathroom sinks and sanitary facilities need to be carefully performed, avoiding splashes. Disinfection should follow normal cleaning using a disinfectant effective against viruses, or 0.1% sodium hypochlorite.
- All textiles (e.g. towels, curtains, etc.) should be washed using a hot-water cycle (90°C) with regular laundry detergent. If a hot-water cycle cannot be used due to the characteristics of the material, bleach or other laundry products for decontamination of textiles need to be added to the wash cycle.
- Follow manufacturer's instructions for Use of cleaning products and disinfectants.
- Use Disposable, single-use cleaning equipment if practicable, e.g. disposable cloths or paper roll.
- Staff should wear the following PPE while cleaning after a suspected case:
 - surgical mask
 - single-use plastic apron and gloves.
 - Hand hygiene should be performed each time after removing gloves or mask.
 - Waste material produced during the cleaning should be placed in a separate bag, which can be disposed in the unsorted garbage.

Workstations

Consideration should be made to any workstations and offices in the clubhouse. All work areas must be cleaned regularly. Workstations must be left clean and tidy at the end of every day by all users. Should a confirmed case be found on the premises it is important that the cleaners can fully sanitise the workstations so limiting loose material on the desk is necessary.

Each desk should be provided a bottle of hand sanitiser and tissues. However, members are encouraged to wash their hands with warm water and soap.



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Sanitary Facilities

The cleaning of toilets, sinks and other sanitary facilities used by several people should be carefully performed. Consider the use of a disinfectant effective against viruses, such as 0.1% sodium hypochlorite, or other licensed viricidal products following the instructions for use provided by the manufacturer.

Members engaged in environmental cleaning should wear PPE when performing cleaning activities. The use of the usual set of PPE (e.g. uniform – which is removed and frequently washed in warm water and gloves) is enough for the protection when cleaning general premises.

The cleaning material should be properly cleaned at the end of every cleaning section. Hand hygiene should be performed each time PPE such as gloves are removed. Waste material produced during the cleaning should be placed in the general waste receptacles.

Cleaning between training sessions

Cleaning of high touch items is advised between Training Sessions to reduce the risk of spread between pods and training groups.

Balls and Equipment

Once ball work and equipment use are permitted a robust cleaning system must be implemented to reduce the risk of spread of the virus. This would include -

- Cleaning balls before and after each training session.
- Cleaning equipment before and after each training session

Studies have shown that coronavirus can live on plastics up to 72hours. Clubs may wish to rotate some equipment (tackle bags, hit shields etc) to allow 72 hours between use to reduce the risk of spread of infection. This would not negate the requirement for sanitation before and after each use.

5.3 TRAINING NUMBERS AND PERMITTED ACTIVITIES

Training Plans

Suitable training plans should be prepared, plans should be in line with public health guidelines and government advice.

Minimising numbers in the Clubs

The number of players/coaching staff in the club should be limited depending on Governmental advice at any one time. Training session(s) should be appropriately arranged so that players are absolutely clear as to the date and time of their training. Once arranged, players must stay in their allocated day/time slot and cannot observe, participate or otherwise be involved on other sessions. Training can only involve the type of training permitted at that time. The Safety Committee will keep all updated on government advice.



5.4 USE OF PPE

The wearing of PPE (gloves, masks, goggles) should not take the place of hygiene and cleaning measures to prevent spread of COVID-19, as outlined above. PPE should be selected and worn based on the hazard of the specific task / person. Wearing of PPE in line with existing occupational health and safety risk assessments should be maintained.

Guidance on the use of PPE in COVID-19 prevention should be updated when necessary in accordance with Public Health Advice. People who are expected to wear PPE must be trained in their proper use, cleaning, storage and disposal.

Disposable Gloves

Do not wear disposable gloves in place of washing hands. The virus can get on gloves in the same way it gets on hands. Also, hands can become contaminated when gloves are taken off.

Disposable gloves should be worn in medical settings or in instances where close contact between members is unavoidable.

Be aware that wearing disposable gloves can give a false sense of security. A person might potentially:

- sneeze or cough into the gloves - this creates a new surface for the virus to live on
- contaminate themselves when taking off the gloves or touching surfaces
- not wash their hands as often as they need to and touch their face with contaminated gloves.

Face Masks

Players/coaches may request masks and other personal protective equipment to protect them from infection during their training. Coaches may wear masks in situations where social distancing cannot be maintained. Masks should be considered for indoors when aerosol generating activities such as heavy weight lifting is being undertaken.

5.5 TRAINING & COMMUNICATIONS

COVID-19 Club Officers

The COVID-19 Club Safety Officer and Compliance officer should be provided with ongoing training on how to communicate with members about COVID-19 as well as deal with any suspected cases. They should keep updated with IRFU, Government and Health Authority guidelines to update documents, management, and members.



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Inductions

Induction Training should be provided for all members and participants prior to returning to rugby and during transitioning from phase to phase. This training will include the latest up-to-date advice and guidance on public health, including

- Hygiene techniques, respiratory and physical distancing etiquette.
- Tips for travelling to and from training.
- What a member should do if they or a member of their family develops symptoms of COVID-19.
- Details of how the Club is organised to address risk from COVID-19.
- An outline of the COVID-19 response plan.
- Identification of key personnel in the COVID-19 Response Management Team.
- Any other relevant advice.

Updated online IRFU resources

The COVID-19 Club Compliance Officer should undertake regular training and education to remind members/teams of rules and Guidelines and to update them of any changes to Public Health or Government guidelines. Attendance at education and training to be logged and recorded.

Signage

Appropriate signage should be installed in key locations (entrances, circulation spaces, Pitch side Check-in Areas, toilets, etc) to remind all members and visitors of key guidelines.

Signage will also be required to communicate changes to the environment and also to reinforce social distancing, personal hygiene and etiquette. The IRFU will provide the club with access to PDFs of current Step/Phase signage however Railway may require additional signage depending on the outcome of our own risk assessments to assist with way finding, directional flow etc.

Meetings

Face-to-face meetings should be discouraged, and technological options made available (e.g., telephone or video conferencing). When face-to-face meetings are unavoidable the length of the meeting and the numbers attending should be kept to a minimum. Participants must always maintain physical distancing.

Preparation for Training

Health Self-Declaration

Before returning to Rugby each member or member's parent/guardian must complete a Pre-Playing Health declaration in the form of the Pre-Return to Rugby Personal Assessment Declaration. This will be made available through google forms for each player to easily access.



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This form seeks confirmation that the member, to the best of their knowledge, has no symptoms of COVID-19 and that the member, or someone they have been in close contact with, is not self-isolating or awaiting the results of a COVID-19 test. If the person answers yes to any questions on the form, they are advised to seek medical advice before returning to Rugby.

The COVID-19 Club Compliance Officer will determine from this declaration if a person is fit to return to rugby.

Members may also be asked if they are a vulnerable person, if they live with a vulnerable person or if a person at home is a frontline worker.

All declarations are private and confidential documents and will be treated in the highest regards.

Members who may not have the appropriate equipment at home may request a temperature check to confirm or rule out a slight fever. A no-contact thermometer should be kept in the isolation area, to allow the COVID-19 Club Compliance Officer, or first aid personnel to perform temperature checks if requested to do so. However, it should be noted, and explained clearly, that some cases of Covid-19 are asymptomatic, and lack of fever does not indicate that a person is virus free.

Pre-Return to Rugby Personal Assessment Declaration is included in Appendix A of this document.

5.6 GETTING TO TRAINING

Notification of Training Times

In order to return to rugby safely numbers of players on the pitch at any one time should be kept in line with government guidelines. Players should be advised in advance of their allocated day and time for training. Players should be advised to arrive 5 minutes before training is due to commence and leave directly after training.

Further details on Physical Distancing for training are included in Physical Distancing section of this plan.

Togging in/out

As all club facilities other than toilets will be closed until permitted to open, players are advised to travel to and from training toggged out and ready to train. Note: it is unsafe to wear rugby boots or just socks when driving and the player/coach should wear suitable footwear to/from training and change at their vehicle.

Travel to Training

Where a member exhibits any signs of COVID-19 or has been exposed to a confirmed case they should not attend training.



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Players and Coaches are expected to conform to any travel distance related restrictions in place at the time.

Wherever possible, members should travel to training alone or with persons from their own household using their own means of transport. Members should not car share with other households. Additional parking spaces, or bicycle parking may be required. However, this may be lessened by the reduction of members at training sessions.

Where public transport is the only option, members should take care to maintain social distancing, sit down if possible, and minimize contact with frequently touched surfaces. Members should use hand sanitisers before and after using public transport.

Note - Persons travelling to or returning to the island of Ireland should refer to national advice issued by the HSE

Drop off/ Collection areas

Members who drive to the club should be advised to park in designated parking areas only. Ideally these should be spaced to allow the recommended social distance between occupants once they have exited their car. If this is not possible members should be advised to wait in their cars until there is room to exit in accordance with social distancing guidelines. Those Dropping to/collecting from training should be discouraged from lingering in the car park and advised to remain in their cars or leave the car park.

Member entrances/ pitch access

To assist in social distancing some clubs may be required to implement one-way systems, implement stop/go systems, widen walkways or add extra access points throughout the grounds. This will be determined by the onsite risk assessment.

Hand sanitisers and disinfectants should be provided at pedestrian entrances in prominent areas to encourage use. Players should be reminded regularly to use these facilities.

The handles and push plates on manual doors/gates should be cleaned before and after each training session. Hand sanitisers should be provided immediately inside the entrance for those having used the manual door. Consideration should be given to fitting an automatic opening device to the door or locking the door/gate in an open position. Ensure that no new risks are introduced in the process (Fire hazard, Slip/trips).

Leaving the Club

Members should be advised to use hand washing facilities prior to entering their cars. If possible, outer layer clothing should be removed and placed in sealed bags to be washed at home.



All clothing worn at training should be removed and washed immediately. Members should be advised to wash as soon as possible after training and to limit touching surfaces in their home. Members should be advised not to accept lifts home from other club members and should travel with members of their own household.

5.7 PHYSICAL DISTANCING

Physical Distancing

General Rules:

Social distancing, or physical distancing, is a set of interventions or measures taken to prevent the spread of COVID-19 by maintaining a physical distance between people and reducing the number of times people come into contact with each other.

In order to slow the transmission rate of COVID-19 social distancing is recommended.

In order to assist in physical distancing, the COVID-19 Response Management Team should ensure

- A no hand shaking policy is in place
- A reduction of members presents at the club at any one time and at training.
- Guidance on numbers permitted at training sessions are outlined above.
- Pitches should be laid out in such a way to maintain a 2m physical distance.
- Organise players into teams/groups/pods who consistently train together.
- Reduce on-site meetings as far as practicable.
- Provide one-way systems for access/egress where practicable

Spectators

No visitors, partners or other persons not directly involved in the training session are permitted to attend or observe training. In circumstances where a player/coach gets a lift to/from training, the driver must either stay in the vehicle or leave the grounds and return at the appointed collection time.

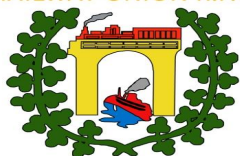
Participants and spectators must adhere to public health measures and social distancing guidelines once spectators are permitted.

Visitors

Visitors should be restricted to essential visits only. Meetings, where practicable should be carried out remotely. Any required visitors have controlled access to the clubhouse. All visitors are by appointment only and should arrive at an agreed time. Visitors to the club must be accompanied at all times. They should be given a brief induction on COVID-19 Guidelines at the entrance gate desk.

Lingering

Players and coaches are required to leave the training grounds promptly upon completion of the session.



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Ground Markings

The Club may wish to install ground markings to assist with social distancing. These can include distance markers, directional arrows and standing boxes.

5.8 USE OF FACILITIES

Use of Facilities

Toilets

Depending on the size of the toilet facilities consideration should be made to reduce the number of people permitted in the toilets at any one time.

An appropriate COVID-19 hygiene regime should be implemented. This will include:

- All toilets should have the appropriate signage with instructions for washing hands.
- Disposable paper towels should be provided along with warm water and soap.
- It is advised to turn off hand dryers and remove towels.
- All contact surfaces, particularly flush handles and tap controls should be sanitised regularly.
- Toilet facilities are to be sanitised before and after every training session.
- Depending on the sink controls within the clubs participants should be encouraged to operate the tap controls with the back of their hand or a closed fist.
- When using common toilet facilities, persons should, where possible, avoid using the sink or urinal directly beside one which is in use by another person.
- Where numbers on site are reduced, consideration should be given to closing off every second sink/urinal to ensure persons don't stand next to each other.
- Suitable and sufficient rubbish bins are to be provided for hand towels and these will be removed regularly and disposed of safely.
- Soaps, toilet paper etc are to be checked regularly and replenished in good time.

Changing Facilities and Rest areas

- Changing rooms will not be accessible until permitted to do so. Until such time, players and coaches are required to travel to training in their training gear, other than training footwear.
- Towels etc that are brought to training must not be shared or waved around and should be put in the boot of the vehicle immediately upon completion of use.
- Once changing facilities are opened for use social distancing and COVID-19 hygiene regime should be implemented in accordance with current guidelines.

Gyms

Medical and Physiotherapy facilities, gym facilities, showers and other associated areas of the Club should be locked and not accessible in any circumstances until permitted to do so.



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Once Gymnasium facilities are opened for use social distancing and COVID-19 hygiene regime should be implemented in accordance with current guidelines. Consideration should be made to –

- Moving equipment to allow for social distancing
- Limiting the number of persons using the facilities
- Cleaning and sanitation of equipment
- Ventilation of spaces after each session

Balls and Equipment

Balls and Equipment should only be used within the limitations of phases.

5.9 CATERING & REFRESHMENT FACILITIES

Catering and Refreshment Facilities

General Rules

Club house catering and the bar shall remain closed until permitted to do so. Prior to opening the clubhouse the club must ensure all facilities adhere to current IRFU, Government and public health guidance with respect to restaurants and pubs. Documentation for this shall be provided in due course.

Water Coolers/ Drinking Points

Where there are Water Coolers/ drinking water points that have been left unused during the Stay-at-Home phase, contractors should be contacted to ensure reinstatement of the water source is carried out correctly. Water testing may be required.

Members should wash their hands before and after filling their water bottles. They should be advised not to allow the rim of their bottle to touch the faucet to prevent contamination.

Water coolers/taps should be cleaned before and after each training session.

5.10 CONFLICT RESOLUTION

Conflict Resolution

Clubs are responsible through the ordinary club committees via the Safety and Compliance Officers to resolve conflicts and should they fail to do so the Leinster Branch/IRFU reserve the right to intervene.



5.11 DISCIPLINARY ACTIONS

Breaches in Compliance

Clubs: Any club found to be acting outside of the Guidelines may be subject to disciplinary measures as decided by the Leinster branch/IRFU. Clubs who operate outside of the IRFU guidelines may not be covered under Insurance.

Individuals: Any club members found to be in breach of the guidelines may be subject to disciplinary measures from removal from venue/session (Monitored by clubs) to suspension (guided by branch/IRFU).

5.12 CONTACT LOG

Contact Log

All members will be asked to keep a log of all persons they have had close contact with while they are at training. If a confirmed case is found at the club, persons who were in close contact with that person may be asked to stay at home for 14 days, pending a risk assessment.

Close contact is defined as anyone who has spent more than 15 minutes, face-to face, within 2 meters of a person with COVID-19 in any setting, or someone who has shared a closed space with a confirmed case for more than two hours.

The contact log may be provided to public health to aid in contact tracing if a confirmed case is found at the club. The COVID-19 Club Compliance Officer will also keep a contact log of members who attend training. Teamer will be used as the clubs/players online contact log, players will be responsible for ensuring they have up to date information on the app prior to attending any club training.

5.13 COVID-19 ACTION LIST/CHECK LIST

Action List

COVID-19 Club Compliance Officers will be required to carry out routine checks before and after training on a monthly basis. These should be completed and signed by the COVID-19 Club Compliance Officers for each training session and provided to the COVID-19 Club Safety Officer.

This can be found on appendix E of this document.



6.0 SUSPECTED CASE RESPONSE PLAN

6.1 Response to suspected cases

A Player/Coach/Visitor will be considered to have a suspected case of COVID-19 if they are experiencing any of the following:

- Cough
- Difficulty in Breathing
- Fever/High Temperature
- Sore Throat
- Flu like symptoms
- Loss Of Smell/Taste

It is important to note that asymptomatic cases (individuals who are carrying the disease without showing symptoms) can occur and that these cases can still infect others.

6.2 Initial Response:

If any person on site suspects themselves, or is suspected of having symptoms, they must report/be reported to the COVID-19 Club Compliance Officer/ Relevant COVID-19 Club Safety Officer/Response Team

The club member with known or suspected COVID-19 should be asked to return home and contact their general practitioner. If the player is too unwell then they may be physically isolated from the rest of the training group or club within the Isolation Room (TBC in consultation with other Railway Union Clubs). The COVID-19 Club Compliance Officer will be responsible for implementing the response plan for a suspected case once a Member identifies themselves. The response must be dealt with in a private and confidential manner.

If someone becomes unwell within the club setting with any of the symptoms listed above, the COVID-19 Club Compliance Officer/ COVID-19 Club Safety Officer should isolate that person by accompanying them to the designated Isolation Room via the isolation route while maintaining at least a 2 meter distance away from the symptomatic individual at all times, and ensuring other individuals maintain that same distance. The symptomatic person should be provided with a mask at the earliest opportunity. If no masks are available, they should be provided with a disposable tissue to cover their mouth and nose.

6.3 Location of Isolation Room:

An isolation room should be provided to be used to quarantine a member who is feeling unwell with COVID-19 symptoms, to facilitate the person remaining in isolation if they cannot immediately go home, and to allow them to call next of kin and/or their doctor.



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The identified Isolation Room will have the following:

- Be accessible to all members, including those with disabilities
- A clear route to the room
- A closed door
- Ventilation
- Tissues
- Hand Sanitiser
- Disinfectant and/or wipes
- PPE: Gloves and Masks
- Clinical Waste bags
- No Contact Thermometer
- Pedal operated, closed bin

PPE gear should be kept in the isolation room, and/or an agreed secure area to be used for Emergency cases only. The PPE should be locked away so it cannot be taken for daily use. The Compliance Officers should have a key for the locked PPE.

6.4 Initial Assessment

The diagnosis of COVID-19 requires a COVID-19 test with an appropriate medical practitioner. COVID-19 Club Safety/Compliance Officers cannot diagnose a person with COVID-19. They can however, direct a person with a suspected case to attend a relevant medical practitioner for this test.

Any player or official suspected who develops symptoms should isolate at home and contact their medical practitioner. Furthermore

- The individual will need to contact their next of kin or co-habitant
- The response team member/compliance officer will notify the COVID-19 Club Safety Officer
- The unwell person's contact log should be given to the Compliance officer as well as the names and details of persons who were training in the individual's training pod.
- The unwell person must stay in the isolation room until they can get in contact with someone to collect them if they are unable to travel home alone.
- They will be asked to not touch any surfaces and to dispose of their tissues in the bin provided.



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6.5 Arrangement for person leaving/ exiting the grounds

The individual should be advised not to utilise public transport/taxis to return home or transport themselves to a medical professional. If they are fit to do so they should be encouraged to use their own personal transport to return home or a member of the individual's household can collect them. The player or official who has symptoms should stay in the isolation room and not touch any surfaces or interact with anybody until they are ready to depart in their own vehicle or be collected. Medical Emergency response, for those that rapidly deteriorate will be covered in Section 7.

6.6 Cleaning spaces after a suspected or confirmed case

The isolation room will need to be deep cleaned as well as the areas where the member has come into contact with surfaces (TBC in consultation with other Railway Union Clubs)

6.7 Waste Management

Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):

- Should be put in a plastic rubbish bag and tied when full.
- The plastic bag should then be placed in a second bin bag and tied.
- It should be put in a suitable and secure place and marked for storage until the individual's test results are known or for 72 hours, whichever occurs first.
- Waste should be stored safely and kept away from children.

6.8 Return to Play after Illness

When a member has been absent due to COVID-19 virus, they may only return to rugby if deemed fit to do so and meet the following criteria:

- 14 days since their last "close contact" with a confirmed / suspected case and have not developed symptoms in that time, or
- 14 days since the onset of their symptoms and 5 days since their last fever (high temperature), and
- They have been advised by their GP that they may return to play.



7.0 OCCUPATIONAL HEALTH AND SAFETY

7.1 GENERAL

All existing Occupational Health and Safety provisions shall continue to apply to all activities within the club during the phased return to rugby. Occupational health and safety risk assessments should be updated, where relevant, to address potential exposure to COVID-19. Any updated documents should be shared with the relevant members.

7.2 FIRST AID

Infection Spread

COVID-19 infects people through contact with the mucous membranes. First Aid Responders must think of these as being the mouth, nose and eyes. It does not infect through the skin.

The greatest element of risk for a First Aid Responder is transfer of the virus to the mucous membranes by contact of contaminated hands (including contaminated gloved hands) with the eyes, nose or mouth. The key interventions to manage this risk are to minimise hand contamination, avoid touching your face and clean your hands frequently with soap and water or alcohol-based hand gel.

There is also a significant risk of direct transfer of the virus on to mucous membranes by droplet transmission, that is, by direct impact of larger infectious virus droplets generated from the person's respiratory tract landing directly in your eyes, nose or mouth. This risk is managed by use of appropriate PPE (mask and eye protection) and by providing the ill person with a mask to cover their nose and mouth when coughing or sneezing (respiratory hygiene and cough etiquette).

Administering First Aid

If, as a First Aid Responder, close contact with a person who may require some level of first aid can be avoided, do so. This, of course, will not be possible in the event of having to provide emergency lifesaving measures such as an incident of cardiac arrest, heart attack, choking, stroke etc. First Aid Responders should be familiar with the symptoms of COVID-19. They will need to perform a "dynamic risk assessment" based on the scenario they are presented with.

Standard infection control precautions should be applied when responding to any first aid incident in the club. Hand washing with warm water and soap or an alcohol-based hand gel must be performed before and after providing any first aid treatment. Enclosed eye protection and surgical mask should be worn by First Aid Responders when responding to all first aid incidents where close contact cannot be avoided. Any person presenting with symptoms consistent with COVID-19 should be treated as a suspected case and actions as set out in Section 6 of this document should be followed. A mask should be made available to



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give to person if they are displaying symptoms consistent with COVID-19 to limit droplet dispersion.

If you suspect a person has experienced a cardiac arrest, do not listen or feel for breathing by placing your ear and cheek close to the person's mouth. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions only until help arrives. To reiterate the point, a person in cardiac arrest should have compression only CPR applied.

If emergency medical assistance is required, an ambulance should be called as per normal procedure. The operator and Paramedics should be informed of the suspicion/confirmation of COVID-19.

Persons with minor injuries (cuts, abrasions, minor burns) - where practical, a First Aid Responder should avoid close contact and advise the injured party what steps to take in treating their injury. No reusable equipment should be returned to service without being cleaned/disinfected appropriately.

First Aid PPE Requirements

The following PPE must be available for responding to first aid incidents:

- Disposable gloves (nitrile/latex)
- Face masks
- Disposable plastic aprons
- Enclosed eye protection
- A First Aid Responder must ensure that the mask covers both the mouth and nose and is fitted correctly to create an adequate seal to the face.
- Following first aid treatment, disposable PPE and any waste should be disposed of appropriately and reusable PPE cleaned/disinfected thoroughly.
- Wash hands thoroughly with warm water and soap before putting on and after taking off PPE
- Replenish PPE stock as appropriate.
- Liaise with your Club Safety Officer to ensure any issues with first aid PPE are resolved in as timely a manner as possible.

7.3 MENTAL HEALTH AND WELLBEING

The Club should put in place support for members who may be suffering from anxiety or stress due to COVID-19. Information about prevention and control measures at the club should be delivered to all members to help ease concerns about risk of infection.



Appendix A

Pre-Return to Rugby Personal Assessment Declaration Form

PRE-RETURN TO RUGBY PERSONAL ASSESSMENT DECLARATION

Ensure you answer **YES** to any of the below questions you should **NOT** attend your club and before you return you should follow appropriate medical advice and guidelines.

QUESTION	QUESTION	YES	NO
1	Have you been in close contact (<2m for 15minutes or more) with anyone who is confirmed to COVID-19 virus in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
2	Have you been in close contact (<2m for 15minutes or more) with anyone who is suspected of having COVID-19 virus in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
3A	Do you live in the same household with someone who has symptoms of COVID-19 who has been in isolation within the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
3B	Have you been advised by a doctor to self-isolate at this time?	<input type="checkbox"/>	<input type="checkbox"/>
4	Are you suffering now, or have you suffered any the following symptoms in the past 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
	A	Cough	
	B	Breathing difficulties	
	C	Fever/ High temperature	
	D	Sore Throat	
	E	Runny Nose	
	F	Flu Like Symptoms	
	G	Rash	
	H	Loss Of Smell/Taste	
6	Have you been advised by a doctor to cocoon?	<input type="checkbox"/>	<input type="checkbox"/>
7	Have you returned to Ireland from another country within the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>

If "YES", where?

I confirm that I have not travelled from another country in the past 14 days , that I have not been in close contact with anyone who has been outside of the country in the past 14 days, that I have not been in close contact with anyone who is in self-isolation in relation to COVID-19 in the past 14 days, that I am not suffering from any COVID-19 symptoms nor do I believe for any reason that I have contracted the virus. I commit to advising management and excluding myself if this situation changes, (i.e. if at a point in the future, I would answer "yes" to any of the above questions).

NAME:

SIGNATURE:

DATE:

RAILWAY UNION R.F.C.



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Appendix B

Universal Risk Assessment



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The product of the two scoring outcomes provides an overall Risk Rating based on the following table:

		SEVERITY				
		EXTREME HARM 5	MAJOR HARM 4	MODERATE HARM 3	MINOR HARM 2	NEGLECTIBLE HARM 1
LIKELIHOOD	ALMOST CERTAIN 5	25	20	15	10	5
	PROBABLE 4	20	16	12	8	4
	POSSIBLE 3	15	12	9	6	3
	UNLIKELY 2	10	8	6	4	2
	RARE 1	5	4	3	2	1

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

KEY TOSHADING		
15 - 25	Level of risk is unacceptable.	HIGH
8 - 12	Level of risk may be tolerable. Seek to reduce level of risk.	MEDIUM
1 - 6	Level of risk is acceptable	LOW



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SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
UNIVERSAL RISKS										
Lack of Information	Serious Illness Spread of Virus	P, S, V	4	3	12	<ul style="list-style-type: none"> Provide COVID-19 Induction training to all members before they return to the training. All Railway Union (RU) players will receive induction before commencing training. Players will not be permitted to train until this induction has been complete. Confirmation of induction must be provided and available for inspection Update all relevant documents and communicate the updated information Provide Signage in key locations COVID-19 Compliance officers to check daily updates from the Government Information will be provided to Members and Visitors on Social Media platforms 	4	1	4	<p>Encourage all members to follow news and guidelines provided by the HSE www2.hse.ie/coronavirus/</p> <p>Perform regular toolbox talks and circulars to remind members of current protocols, and new updates</p>
Shaking Hands / Physical Greeting	Serious Illness & Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Provide COVID-19 Induction training to all members before they return to training Signage to be displayed of the spread of the virus COVID-19 Compliance Officers to monitor and discourage. 	4	3	12	A culture change is needed to discourage hand shaking and other forms of physical greeting. COVID-19 Compliance Officers to be vigilant in monitoring and reminding members



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SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
Washing / Cleansing Hands	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> • Provide COVID-19 Induction training to all persons before they return to training • Highlight the importance of this measure during induction and on an ongoing basis • Signage on hygiene to be displayed at the entrances, and other appropriate locations • Signage to be displayed at sinks indicating correct method on how to wash hands effectively • Hand sanitiser stations to be positioned at entrances and near common touch points 	4	2	8	Regular Toolbox Talks to remind members of good hygiene practices
Document sharing	Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> • No paper documents to be handed out or shared with members where practicable • All information to be stored on a share drive. Security protocols to be put in place as required. • All documents to be sent via email or link 	4	2	8	
Travelling to and From Training	Serious Illness & Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> • Discourage car sharing • Encourage players to travel in their own vehicle or with members of their own household • Encourage players to regularly sanitise their car • Arrive at the club ready to play • Drivers must Drop off and go or wait in their cars • Where Public Transport is used, Players should use face masks. Players must follow Government Guidance 	4	2	8	
Physical Distance	Serious Illness	P, S, V	4	4	16	<ul style="list-style-type: none"> • Pitches to be laid out to allow 2m social distancing 	4	2	8	A culture change is needed to discourage people from



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SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
	Spread of Virus					<ul style="list-style-type: none"> • Rooms to be laid out to allow 2m social distancing, or, where seats are 1m<2m, screens/solid guarding to be provided between members • Limit the number of players at training sessions • Training rota to be created to reduce number of persons at any one time • Limit number of chairs in a meeting room, or where seats can't be removed, blank off seats less than 2m from each other. • Induction should be completed outdoors where possible • Signage to remind members to stay physically distance • Provide COVID-19 Induction training to all members before they return to the club • All members to complete health declaration • Spectators are not permitted to watch training. 				stopping in passageways to converse or lean in to hear conversations. COVID-19 Compliance Officers to be vigilant in monitoring and reminding members
Unavoidable Close Contact – First Aid	Serious Illness Spread of Virus	P, S, V	4	5	20	<ul style="list-style-type: none"> • Persons must wear appropriate PPE and follow strict hygiene protocols. Disposable gloves and suitable masks should be available • Create an exclusion zone around their activity • Direct contact log for each person must be kept • Where a Player can administer First Aid themselves, they should do so (minor injury) • Toolbox Talk to be provided to First Aiders in relation to additional measure required 	5	2	10	



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SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
						<ul style="list-style-type: none"> An isolation room will be situated in an identified room within the changing area of the clubhouse, this will be used strictly for a suspected Covid-19 case, windows will be opened, PPE present and suitable arrangements made for the Member to return home/get medical treatment 				
Logging of Attendance to Training	Serious Illness Spread of Virus	P, S, V	4	5	20	<ul style="list-style-type: none"> 'Teamer' will act as the contact log for all training sessions and matches. Players and Management must indicate whether they will attend training or not, If they do not attend that session they must indicate that they did not attend on the App. Compliance Officers will be responsible for monitoring adherence to the logging of training. 	5	2	10	
Shared Touchpoints: Gates, Toilets, Light switches, Door handles, etc.	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> All hard surfaces, light switches and door handles are to be disinfected on a regular basis, at least twice per day when club facilities are in use. Hand sanitizer to be available at entrances and key locations of shared touchpoints (e.g. pitches, toilets, gates, sign-in areas, etc.) Loose material/items to be tidied away on desks Mechanism for leaving doors/gate open to reduce requirement to touch surface should be considered. High touch items to be cleaned after each training session 	4	2	8	Disinfectant to be made readily available to all members to allow them clean down surfaces



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			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
						<ul style="list-style-type: none"> A focus should be put on roller door to shed, storage cages and flood light switch and keys. 				
Handrails	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Clubs to ensure handrails are cleaned regularly Hand sanitizer made available to allow persons to sanitise their hands after using handrails 	4	1	4	
Workstations	Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> All desks to be disinfected by the user at the end of each use. Desks to be kept clean and tidy Workstations to be arranged to allow a 2m distance between users 	4	1	4	Hot desking should not be permitted.
Meetings	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> To be done remotely if possible Meeting room to be set up to allow social distancing. If a meeting is essential, the function room within the Clubhouse will be used with social distancing in place and limited numbers attending A log must be kept of attendees Doors should be opened to provide ventilation No physical greeting 	4	2	8	
Shared Appliances – Kettle, Coffee-Machines;	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> All appliances to be disinfected regularly Users to sanitise hands before and after use Disinfectant to be made available Signage to be displayed in relevant areas 	4	2	8	



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SUBJECT AREA	HAZARDS AND EFFECT	TO WHOM	PRIMARY RISK BASED ON NO CONTROLS			EXISTING CONTROL MEASURES	RESIDUAL RISK			ACTION REQUIRED WHERE RISKS ARE NOT ADEQUATELY CONTROLLED
			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
Water Coolers, Printers						<ul style="list-style-type: none"> Caterers to provide C-19 Safe Operating Procedure if food and drink is to be provided 				
Water bottles and refill station	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Members shall not share water bottles or other drinking vessels Members are advised to have their own water bottle filled up before attending training Water bottles should not be allowed to touch the taps or spouts to avoid contamination. Members advised to clean water bottles regularly 	4	1	4	
Cutlery, cups and glass ware	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Club house and refreshment facilities to remain closed until permitted. Once open, Government and Health Authority advise should be followed. 	4	2	8	
Toilets	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Initial 'deep clean' to be undertaken before reopening A complete flush out of the system must be undertaken in relation to Legionnaires disease Flush handles and sink taps to be cleaned regularly Hot water and soap to be provided No towels or hand dryers, disposable tissue only. Hand dryers should be taken out of use Social distancing should be observed at all times. Limit the number of people permitted in the bathroom at any one time. Indicate numbers on the door before entering 	4	2	8	Persons should avoid taking the sink/urinal beside another person if another is available



Railway Union Rugby Football Club

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			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
Emergency evacuation	Serious Illness Spread of Virus	P, S, V	4	3	12	<ul style="list-style-type: none"> In case of an Emergency Evacuation normal procedures must be followed Installation of new screens or barriers should not impede the evacuation routes 	4	1	4	In an emergency, the immediate risk to life will override physical distancing protocols.
Travelling by Public Transport	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Members advised against using public transport to training. Where public transport is the only option for members, then regular talks reminding them of protocols. Persons should be briefed of correct hygiene and protocols when using Public Transport All persons using public transport should wash their hands as soon as they arrive at the club Where Public Transport is used, Players should use face masks. Players must follow Government Guidance 	4	2	8	Additional car and bicycle parking may be required to facilitate those who can no longer travel by public transport.
Waste Bins	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> All rubbish to be disposed of accordingly All bins to be disposed of after every day that the club is in use Appropriate PPE gloves to be used when bringing out the bins 	4	2	8	
Deliveries	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Deliveries to be scheduled at a specific time Physical distance to be implemented Do not sign for the deliveries but advise them of your name Request invoices and receipts to be sent via email. 	4	2	8	



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			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
						<ul style="list-style-type: none"> Paperless to be encouraged 				
Car park	Serious Illness Spread of Virus	P, S, V	4	2	8	<ul style="list-style-type: none"> If Controlled Access present consideration should be made to leaving gates open. Clubs may wish to designate parking spaces to encourage social distancing. Members should be discouraged from lingering in carparks before and after training Members should arrive 5 mins before training Players will be advised to attend training and leave promptly after the session finishes 	4	1	4	
Entrances	Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> If present, swipe cards to be disinfected regularly, pin pads to be disinfected regularly – consider deactivating locking mechanism while in use. Hand Sanitizer to be available at every entrance to clubhouse and pitches and use of same promoted. Covid-19 officer to ensure these are adequately stocked Signage to be present at entrances advising on physical distancing Installation of guarding or queue management systems where appropriate. Implementation of one way systems 	4	2	8	Take key pads offline in dressing rooms
Visitors	Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Controlled Access of visitors is in place Visitors are allowed access by invitation only and are escorted at all times. Non-Essential visitors to be restricted 	4	2	8	



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			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
						<ul style="list-style-type: none"> All visitors must complete a health declaration prior to arriving on site. See Appendix A If feeling unwell, visitors must not come to the club No hand shaking Pre arrival time to be given, visitors cannot show up unannounced Visitors time to be kept as short as possible 				
Changing rooms / lockers / showers	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Club houses and changing rooms are to remain closed until permitted to do so. Players will be informed that there is no changing facilities therefore they must come ready to train Once in use social distancing guidelines must be followed. Must be disinfected throughout the day Must be kept clean and tidy. Personal belongings to be stored correctly. Signage to encourage social distancing numbers at anyone time to be limited Showers must be taken out of use until further notice. Players are advised to shower at home. 	4	2	8	
Refreshment Facilities	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Clubhouse and refreshment facilities to remain closed until permitted to do so. Once permitted to open current Government and Health Authority guidelines must be followed – this may include requirement for - 	4	2	8	This include BBQs and other outdoor catering.



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			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
						<ul style="list-style-type: none"> ○ queue management systems ○ disposable utensils and cups ○ individual condiment packets ○ Table and chairs to cleaned after use ○ Tables and chairs spaced to allow 2m distancing ○ Gloves for staff handling cash ○ Screen between servery/till and customer ○ Appliances disinfected regularly <p>Caterers must provide C-19 Safe Operating Procedure if food and drink is to be provided</p>				
Kitchens	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> • Clubhouse and kitchen facilities to remain closed until permitted to do so. • Once permitted to open current Government and Health Authority guidelines must be followed. • Follow normal HACCP guidelines • Clean surfaces and utensils regularly • Caterers must provide C-19 Safe Operating Procedure if food and drink is to be provided 	4	2	8	Consider Separate utensils and condiments for each prep station.
Bar	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> • Clubhouse and bar facilities to remain closed until permitted to do so. • Once permitted to open current Government and Health Authority guidelines must be followed. This may include - 	4	2	8	



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			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
						<ul style="list-style-type: none"> Removing seating from bar counter Glassware to be carefully washed and collected using gloves All utensils to be regularly cleaned Seating & tables to be spaced to allow 2m separation Ventilation should be provided throughout the building Thorough cleaning within the space should take place A documented cleaning protocol should be in place Record should be available for review when requested 				
Personal Belongings	Serious Illness Spread of Virus		4	3	12	<ul style="list-style-type: none"> Players will be encouraged not to bring personal belongings to the pitch other than their keys and water bottle. Belongings should be kept apart from others 	4	1	4	
Balls and Equipment	Serious Illness Spread of Virus	P, S, V	4	4	16	<ul style="list-style-type: none"> Balls and equipment shall only be used when permitted to do so. Limit the number of persons using the same equipment Clean balls before and after each training session Clean equipment before and after each use Label balls and equipment to assist in identifying same Players will be identified each week to undertake cleaning of equipment. The Compliance Officer must oversee this operation Cleaning materials will be provided for players to clean equipment, this will be stored and accessed in the shed 	4	2	8	



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			SEVERITY	LIKELIHOOD	RISK		SEVERITY	LIKELIHOOD	RISK	
						<ul style="list-style-type: none"> The allocated players must be the only ones accessing equipment before and after the session 				



Railway Union Rugby Football Club

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Appendix C

Key Personnel & Information



Railway Union Rugby Football Club

Park Avenue, Sandymount, Dublin 4

KEY PERSONNEL	
CLUB DIRECTOR	John Cronin
CLUB SECRETARY	Alan Horgan
COVID-19 CLUB SAFETY OFFICER	Aoife McDermott
CLUB HEALTH & SAFETY OFFICER	Katie O'Dwyer
COVID-19 CLUB COMPLIANCE OFFICERS:	
WOMENS 1 ^{sts}	Andrew Adams
WOMENS 2 ^{NDS}	Jude Cleary
MENS 1 ^{STS}	Peter Twomey
MENS 2 ^{NDS}	Dan O'Reilly
MENS 3 ^{RDS}	TBC



Railway Union Rugby Football Club

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PARTICULARS OF THE PREMISES	
LOCATION OF ISOLATION ROOM	
ISOLATION ROOM 1:	Changing room 1
EMERGENCY CONTACTS	
AMBULANCE SERVICES	999



Railway Union Rugby Football Club

Park Avenue, Sandymount, Dublin 4

Appendix D

Visitor Declaration



Railway Union Rugby Football Club

Park Avenue, Sandymount, Dublin 4

VISITOR HEALTH DECLARATION

	QUESTION	YES	NO
1	Have you been in close contact (<2m for 15minutes or more) with anyone who is confirmed to COVID-19 virus in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
2	Have you been in close contact (<2m for 15minutes or more) with anyone who is suspected of having COVID-19 virus in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
3	Do you live in the same household with someone who has symptoms of COVID-19 who has been in isolation within the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
3	Have you been advised by a doctor to self-isolate at this time?	<input type="checkbox"/>	<input type="checkbox"/>
4	Are you suffering now, or have you suffered any the following symptoms in the past 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
	A Cough?	<input type="checkbox"/>	<input type="checkbox"/>
	B Breathing difficulties?	<input type="checkbox"/>	<input type="checkbox"/>
	C Fever/ High temperature?	<input type="checkbox"/>	<input type="checkbox"/>
	D Sore Throat	<input type="checkbox"/>	<input type="checkbox"/>
	E Runny Nose	<input type="checkbox"/>	<input type="checkbox"/>
	F Flu Like Symptoms	<input type="checkbox"/>	<input type="checkbox"/>
	G Rash	<input type="checkbox"/>	<input type="checkbox"/>
	H Loss Of Smell/Taste	<input type="checkbox"/>	<input type="checkbox"/>
6	Have you been advised by a doctor to cocoon at this time?	<input type="checkbox"/>	<input type="checkbox"/>
7	Have you returned to Ireland from another country within the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>

If "YES", where?	
------------------	--

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

NAME:	
SIGNATURE:	
DATE:	
VISITING:	



Appendix E

Action/Check Lists for COVID-19 CLUB

Compliance Officer



Railway Union Rugby Football Club

Park Avenue, Sandymount, Dublin 4

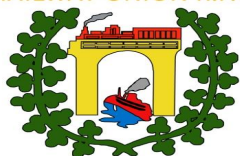
MONTHLY CHECKLIST								
CLUB				RESPONSIBLE PERSON				
MONTH	DATE	Have hygiene supplies been checked and in sufficient supply? (Y/N)	Are appropriate levels of PPE available? (Y/N)	Is a high level of cleaning and disinfecting been performed regularly? (Y/N)	Have any additional extra precautions or requirements been requested? (Y/N)	Health and Safety Plan prepared and up to date? (Y/N)	Have Toolbox Talks been carried out regularly? (Y/N)	INSERT INITIALS
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
Inspected by								

RAILWAY UNION R.F.C.



Railway Union Rugby Football Club

Park Avenue, Sandymount, Dublin 4



Railway Union Rugby Football Club

Park Avenue, Sandymount, Dublin 4

Appendix F

Occupant Capacities for Rooms



Railway Union Rugby Football Club

Park Avenue, Sandymount, Dublin 4

Building	Zone	Room Name	Capacity with Physical Distancing
Clubhouse		Catering	Capacity analysis not yet carried out
		Bar	Capacity analysis not yet carried out
		Kitchen	Capacity analysis not yet carried out
		Office	Capacity analysis not yet carried out
		Meeting Room	Capacity analysis not yet carried out
		Equipment Room	Capacity analysis not yet carried out
		Changing Rooms	Capacity analysis not yet carried out
		Toilets	Capacity analysis not yet carried out
		ETC	ETC
		ETC	ETC
		ETC	ETC
		ETC	ETC
		ETC	ETC