



**Wicklow RFC**  
**COVID-19 HEALTH AND SAFETY PLAN**  
IRFU



Wicklow RFC	
Prepared by:	Noel Greene – Covid Safety Officer
Date:	24/06/2020



Club Officers/Committee/Members

The attached document is the Wicklow RFC COVID-19 Health and Safety Plan which outlines how our club will make a successful and safe return to Rugby in line with the IRFU and Government road maps that were released in recent days. It has been a difficult period for all our members and indeed the wider society and sport has had to take a hiatus in order to minimise the spread of COVID-19 and safeguard members from the risk of infection. With the reduction in restrictions, the time is now right for the graduated return to rugby in our club facilities.

## IRFU RETURN TO RUGBY GUIDELINES FOR CLUBS: REDUCED ACTIVITIES STAGE



### KNOW

#### KNOW YOUR ROLE

KNOW your role and responsibilities in preventing the spread of COVID-19.

Travel to training alone or with members of same household.

Complete your Pre-Rugby Personal Assessment Form.

Do not congregate before training.

Observe all travel limitations in place.



### SHOW

#### SHOW RESPECT

SHOW your respect for team mates by adhering to all public health measures in place.

Call out unsafe behaviour when you see it.

Training Numbers:  
ROI: Groups up to 15 people per pitch  
NI: Groups up to 10 people per pitch

This must include a minimum of 2 coaches.

COVID-19 Club Compliance Officer must be present.

Full team training is not permitted.

Maintain social distancing at all times.



### GO

#### GO TRAIN WELL

GO train well and enjoy your session. Go home straight away to let your club mates train safely.

Individual fitness only.

No sharing of equipment is allowed.

Sharing/passing of rugby ball only permitted between members of same household.

Players may use their own ball for closed skills e.g. kicking, lineout throwing, pass to target.

## ALWAYS:



STAY AT HOME  
IF FEELING SICK



OBSERVE HAND HYGIENE  
& COUGHING ETIQUETTE



KEEP SOCIAL  
DISTANCING

Clubs are not permitted to resume any rugby activity until they have completed the COVID-19 Safety Planning Stage of the Return To Rugby Guidelines. Clubs must confirm to their province that a COVID-19 Club Health & Safety Plan is being implemented before entering the Reduced Activities Stage. COVID-19 Club Safety Officers may not distribute this document until these steps are taken.

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The COVID-19 Health and Safety Plan allows the Club to:

- demonstrate compliance Government and Health Authority guidance
- outline specific arrangements to managing against COVID-19 at their club
- delineate key roles and responsibility with respect to managing against COVID-19

# Key Rules of Wicklow RFC Safety Plan

The following 3 KEY RULES are central to successful implementation of the Wicklow RFC Return to Rugby Plan.

All the guidelines and proposals within the plan are subject to review on the observations of the safety Officer/Compliance Officer and feedback from club members.



1

## Session Duration

- Group training sessions are not to exceed 60 minutes
- To avoid crossover with other groups there is 2 hour period for each session
- Parents/coaches have 30minutes to ensure that grounds are clear before the next group arrives.
- Pods have different entry points for pitch drop off and collection

2

## Rigid Pitch Allocation

- No group should take place without prior allocation of pitch space
- Once a team is allocated pitch space. Space to be used proportionately to numbers in you pod
- Smaller group sessions will be permitted but space must be allocated in advance; it must be confirmed and the Covid compliance officer for the group must be present

3

## Planned Sessions- Reinforcing Guidelines

- Planned sessions will ensure efficiency of return to rugby in Wicklow RFC but will also ensure adherence to social distancing
- Together with the Safety Officer, Compliance officers and coaches need to reinforce the guidelines especially to underage groups.



### **Club Requirement**

Club Officers of Wicklow RFC must review this safety plan and associated risk assessment completed by the Covid-19 Safety Officer and decide if it reaches the desired standard to mitigate against perceived risks and ensures the adherence by our members to current guidelines.

“Every time a rugby club member walks into a shop, onto public transport or into their local park, there is a safety plan guiding their actions to minimise risk. We want the same to be true of Wicklow RFC.

It is important to note that clubs have a choice about when they want to return to rugby. Clubs should only begin their plans for a return to rugby when they are ready, and resources are in place which is the basis of this safety plan. It is noted that this is the traditional off season and coaches may only return for a short time to re connect with players before the season return. This document is a live document and updated in line with best practice and as new Government advice is released. Updates will be published on IRFU websites.



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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 Coronavirus2 (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. Although spread is more likely 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

It is important to note that some people infected with the virus, so called asymptomatic cases, can demonstrate no symptoms at all, yet can infect others. People who are showing these symptoms must not show up to training, self-isolate and report to their doctor for future information on COVID-19 testing.



## 1.2 HSE GUIDELINES

To prevent infection and to slow transmission of COVID-19, do the following:

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

## 2.0 INTRODUCTION

### 2.1 SCOPE

The Return to Rugby policies and Guidelines outlined in the below document are created to be implemented in response to COVID-19. The main objective is the safe returning to rugby for all members and communities.

These recommendations have been based on the advice of the Government, National Public Health Emergency Team (NPHE), The Health Services Executive (HSE), The National Health Service (NHS), the World Health Organisation (WHO), Northern Ireland the Public Health Agency (PHA) and the European Centre for Disease Control (ECDC). IRFU have also gained advice from other World Rugby organisations and sporting groups who are at varying stages of reopening their societies. It should be noted that this is a living document and may be revised following updated advice from the above organisations.

### 2.2 REFERENCE DOCUMENTS

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

- *IRFU Appendices Covid 19 Return to Rugby*
- *Roadmap for reopening society and business – Irish Government Publication*
- *<https://www2.hse.ie/conditions/coronavirus/testing/how-to-get-tested.html>*
- *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*



## 2.3 INTRODUCTION TO THE CLUB

Wicklow RFC

Founded: 1963

Grounds: Ashtown Lane, Wicklow Town, Co. Wicklow

Chairman: Alan Long

President: Brian Clarke

Vice President: Graham Burleigh

Director of Rugby: Jason Watson

## 3.0 ROLES AND RESPONSIBILITIES

*The following persons are the key management personnel for the Return to Rugby Project*

- *C-19 CLUB Safety Officer: Noel Greene*
- *COVID-19 CLUB Compliance Officer: Lynn Armstrong (Policy Support)*
- *COVID-19 CLUB Compliance Officer: Graham Burleigh (Senior Men and Women)*
- *COVID-19 CLUB Compliance Officer: Dave Seymour (Youths Boys and Girls)*
- *COVID-19 CLUB Compliance Officer: Hugh Leonard (Minis Boys and Girls)*
- *Club Chairman: Alan Long*
- *Communications; Stephen Clarke*
- *Director of Rugby: Jason Watson*
- *Club secretary: Fiona Mitchel*
- *CWO: Lynn Armstrong (Minis) Fiona Mitchel (Youths)*

## 3.1 IMPLEMENTATION OF IRFU AND GOVERNMENT GUIDELINES

- *Appointment of COVID-19 Safety Committee members (COVID-19 CLUB Safety Officer, COVID-19 Compliance officers)*
- *Ensure COVID-19 Risk Assessment is carried out by Competent Person (A competent person is someone who has sufficient training and experience or knowledge and other qualities that allow them 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*

1

### Reduced Activity Stage

- June 8th
- Fitness
- Closed Skills

2

### Non Contact Stage Non Contact Games

- July 1st
- Non Contact skills based activities
- Non contact game forms
- 7 v 7 ½ pitch

3

### Contact Stage

#### Building Foundations Phase

July 20th - August 1st

- Skills based Activities
- Unopposed set piece and team
- Fitness
- NO SCRUMMAGING OR MAULING

#### Contact Prep Phase

August 1st onwards

- Controlled contact development
- Building contact
- Contact Limited numbers and time
- Contact gradual progression reflecting reality of the game
- Possible Friendly- warm up 29th-20th August
- Initial fixtures 5th-6th September



## Anticipated Timeline

### 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.
- 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 & 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 to club president regularly*

### **3.3 COVID-19 CLUB COMPLIANCE OFFICER**

*COVID-19 CLUB Compliance Officers 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 to the COVID-19 Club Safety Officer.*
- *Ensure players and club members are aware of COVID-19 and the clubs' procedures*
- *Facilitate training of players and club members, where required.*
- *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 attain confirmation from them to allow*



*their return to play*

- *Advice 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 AND REFEREES**

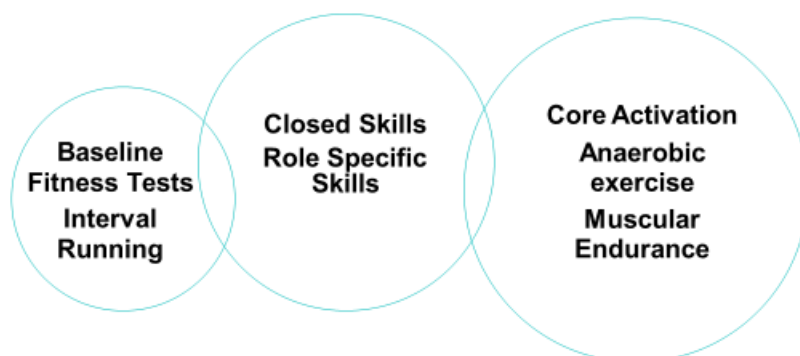
*Coaches/Referees have a responsibility to ensure that training activities and club operations do not cause unnecessary risks to players and the wider community. They shall achieve this through:*

- *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*

## **Reduced Activities; What does this mean?**

Excellent Opportunity to improve fitness/strength/skills of players outside the structured competitive season

Needs to be fun but Rugby has a window to reach out and increase participation



Collaboration is encouraged at underage to get consistency while adhering to the guidelines and roadmap





### **3.5 PLAYERS AND 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 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*
- *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 & Government advice*
- *Keep a contact log of direct contact with other people*
- *Following suspicion of COVID-19, or recovery from the illness, provide a return to rugby letter from the Doctor or 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

*The Covid Safety Officer has completed a Risk Assessment for COVID-19. This Risk Assessment was completed by the Safety Officer who has experience in maintaining significant quarterly risk registers and has considerable experience in the mitigation of risk throughout the Covid crisis. Provided in Appendices*

#### 4.1.1 IDENTIFICATION OF RISK ITEMS

The first step in the process is to identify those 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:

IRFU have provided Sample Risk Assessment for clubs which guided the club safety officer in its completion. The Risk Assessment includes *Universal risks* which could be applied to any club and organisation. A *Site Specific risk assessment* was carried out by club safety officer to identify risks which are unique to their own facilities and organisation based on defined aspects, ie. 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 was visual inspection of club facilities conducted on **Thursday the 11<sup>th</sup> of June 2020**. The inspection included 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 safety officer applied a rating system to each Risk Item relating to Likelihood of occurrence, Anticipated Severity and assigning a score to the Risk which is calculated on the previous two factors. 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 Unharmed)
- 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	NEGLIGIBLE 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

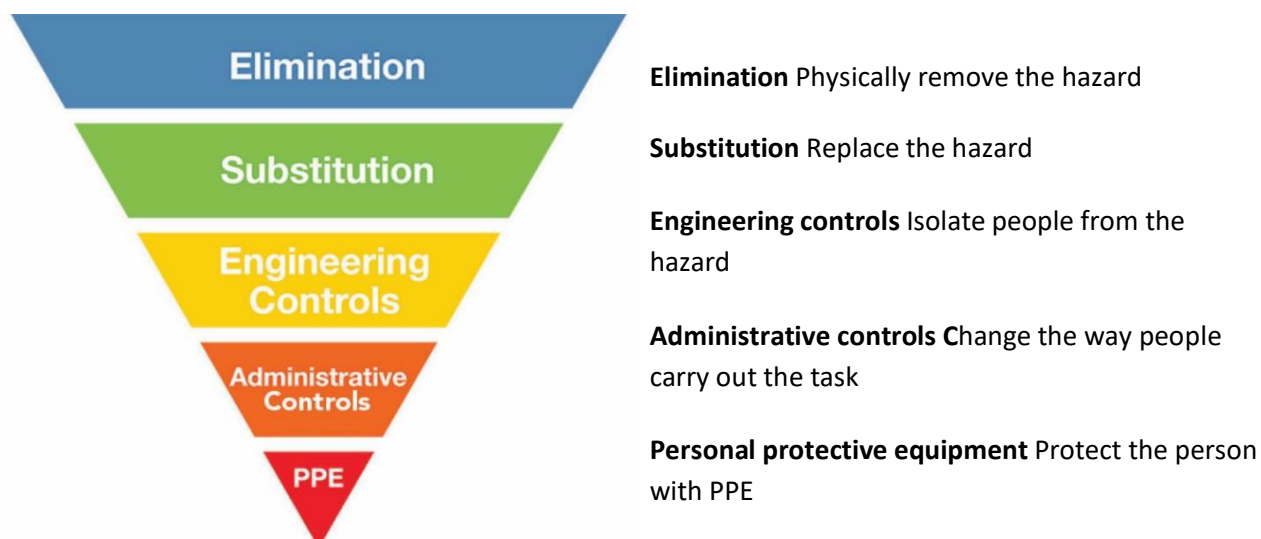


The numerical scale used is to allow comparisons of the risk levels only. No literal meaning is implied by the scoring level.

#### 4.1.4 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 were considered when carrying out the club Risk Assessment.



#### 4.1.5 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.

#### 4.1.5 RISK ASSESSMENT RESULTS

Results of club risk assessment of the day to day activities for running the clubs are recorded in the risk assessment table in the Appendices.



## 5.0 PROPOSED CRITERIA FOR RESUMPTION

*Wicklow RFC 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 AND ETIQUETTE

*Wicklow RFC have introduced measures for advising, implementing, and controlling personal hygiene and Etiquette in line with Government and Health Authority advice. This was completed via online briefing which included -*

- *Measures for Preventing the spread of infection*
- *Hand Hygiene*
- *Respiratory Etiquette*
- *Physically Distancing Etiquette*
- *Ongoing monitoring and encouraging will take place*

## 5.2 CLEANING TO PREVENT CONTAMINATION

*Wicklow RFC promotes enhanced cleaning in line with Government and Health Authority advice. This includes*

- *General Cleaning Protocols*
- *Cleaning after a Suspected case*
- *Workstation cleaning*
- *Cleaning of Sanitary Facilities*
- *Cleaning of Changing Rooms Facilities*
- *Cleaning of high touch points between Training Sessions*
- *Cleaning procedures for Balls and Equipment by coaches*

### 5.3 TRAINING NUMBERS AND PERMITTED ACTIVITIES

Wicklow RFC have clear guidance on limiting the number of players at training sessions. The Covid safety officer has briefed all coaches and outlined that sessions will be shortened and be completed in a particular format suitable to the IRFU stage on roadmap. Measures include -

- Scheduling training sessions
- Reduced training numbers
- Permitted training activities

### 5.4 USE OF PPE

Wicklow RFC will adhere to IRFU, HSE and Government guidelines with regard to the provision and use of PPE.

### 5.5 TRAINING AND COMMUNICATION

Wicklow RFC Safety Officer will provide training for COVID-19 CLUB Compliance Officers, Coaches, Referees, Players and Parents/Guardians with respect to COVID-19 in advance of return to play.

- Briefings
- Induction Training
- Daily briefings
- Signage in playing areas
- Meetings (E-meetings or socially distanced)
- Messaging parents players prior to training

Wicklow RFC has erected Covid signage at every playing area, highlighting the safety procedures and appropriate use of drop off zones. Wicklow RFC encourages additional training by distance i.e email circulars, webinars, WhatsApp groups Records of training will be maintained.



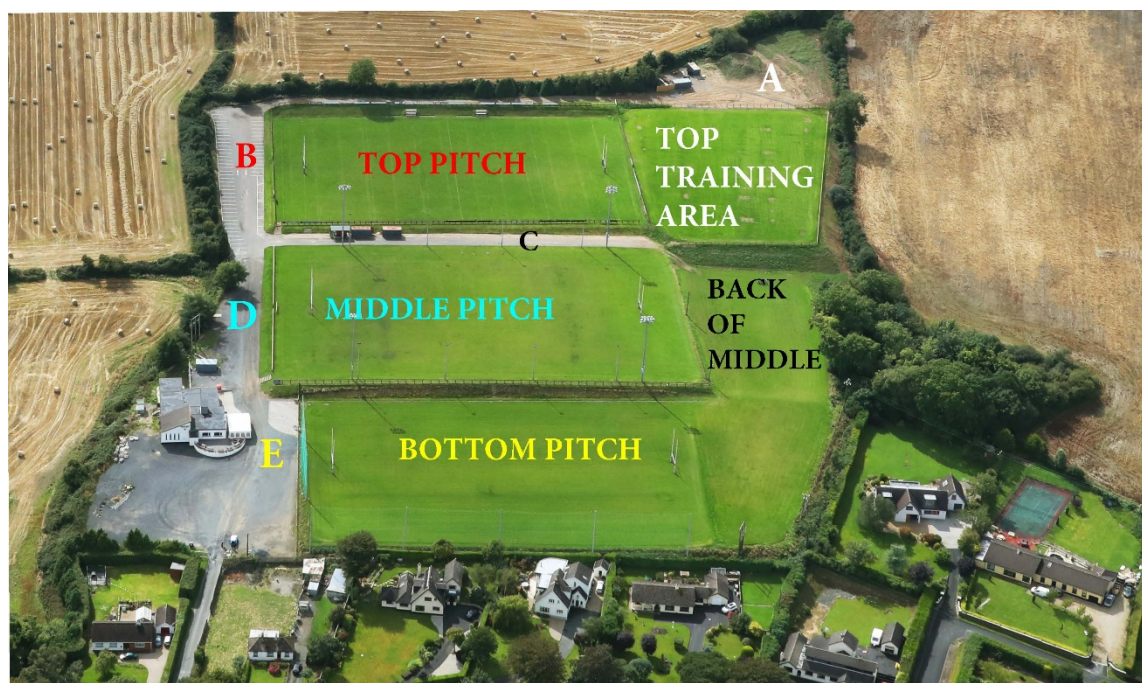
## 5.6 GETTING TO TRAINING

Wicklow RFC will encourage and advise all members in respect of social distancing including -

- Training and communications
- Signage
- Restrictions on spectators and visitors
- Changes to walkways or access points
- Briefings

### 5.6.1 PITCH DROP OFF

1. Top Training Area-Drop off A
2. Top Pitch-Drop off B
3. Back of Middle-Drop off C
- 4 Middle Pitch- Drop off D
- 5 Bottom Pitch-Drop off E





## 5.7 PHYSICAL DISTANCING

*Wicklow RFC have procedures in place to ensure risk is mitigated where possible. The return is in line with Government and Health Authority. The following actions/structures in place:*

*Pre-Return to Rugby Personal Assessment Declaration*

- *Notification of Training Times*
- ***Arriving ready to train (in kit)***
- *How to travel to training – Personal Hygiene, Car Sharing etc.*
- *Parking and Drop off/ Collection areas*
- *Check-in Systems*
- *Changes to pedestrian routes and walkways*
- *Planned and Permitted Training Activities*
- *Actions when leaving training*

## 5.8 USE OF FACILITIES

*Club facilities will be managed to adhere with Government and Health Authority Guidelines and reduce the risk of the spread of the virus. This includes:*

- *Use and cleaning of toilets and changing rooms when used in relevant phases*
- *Use and cleaning of contact points*
- *Use and cleaning of balls and training equipment*
- *Following IRFU directives re: Shared equipment*



## 5.9 Catering & Refreshment Facilities

*Wicklow RFC Club house and dressing room areas shall remain closed until permitted to do so. Dressing rooms will be used for urgent use of **toilet** facilities only. Prior to opening clubhouses must ensure all facilities adhere to current IRFU, Government and Health Authority guidance with respect to restaurants and pubs. Documentation for same shall be provided in due course.*

## 5.10 CONFLICT RESOLUTION

*Any instances of disagreement or differences in interpretation of guidelines between club members when implementing the new procedures for the club will be referred to the Covid Officer who will liaise with Club executive for solution. The Leinster Branch representative will be contacted in the event for further clarification or direction.*

## 5.11 DISCIPLINARY ACTIONS

*The club will adopt an encourage and advise approach to the return to rugby guidelines. Persistent nonadherence may result in the closure of club facilities. No disciplinary action will be taken against an individual for noncompliance. Other improper behaviour will be dealt with by the club executive in the normal fashion.*

## 5.12 CONTACT LOG

Safety Officer will ensure that contact logs shall be collated and maintained. Safety officer will outline paperless options for coaches and members and guidance tutorials to match e.g google forms in advance of returning to play. Each coaching group retains a records of the return to play declarations; a digital copy will be save in the club google drive account for reference. No GDPR issues arise in respect of this function which was clarified at the IRFU Briefing on the 9<sup>th</sup> June 2020. Forms are completed by existing club members and are for the purposes of public health.



### 5.13 COVID-19 ACTION/CHECK LIST

*The Safety Office and club officers will carry out Covid action inspections on a regular basis and any noncompliance actions will be completed. A review and feedback system has been established to rectify any problems or issues. The club executive will be informed of any issues that arise in a timely fashion.*

### 6.0 SUSPECTED CASE RESPONSE PLAN

*In the event of a suspect case on the grounds the following response will be as follows–*

- *Initial Response –remove suspected case from any grouping that maybe training*
- *Covid Compliance Officer/Coach to bring suspected case to isolation area; **CHANGING ROOM 1 and/or CHANGING ROOM 2***
- *Covid compliance officer to utilise the Covid emergency kit and use as directed in training*
- *Isolation area identified as : **CHANGING ROOM 1 and/or CHANGING ROOM 2***
- *Contact parent if not present*
- *In the case of an adult; family member or suitable person*
- *Note observations or disclosures of suspected case*
- *Notification of Doctor GP and HSE*
- *Await instruction on the safe Transportation of Suspected Case from the club*
- *Inform Club executive*
- *Ensure cleaning of equipment and possible contact areas after suspected or confirmed case*
- *Use contract cleaner to visit for deep clean and dispose of cleaning materials safety*
- *Ensure register of attendance available for contact tracing*
- *Re-evaluate the suitability of the next planned session*
- *Ensure player adheres to guidelines before returning to play after illness*



## **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**

*In the event of injury first aid will only be administered at the club where absolutely necessary. Gloves and Facemasks should be used. In all other cases no first aid or treatment should be carried out by coaches or untrained medical professionals. The player or guardian of a player should arranged medical treatment in non urgent cases.*

### **7.3 MENTAL HEALTH AND WELLBEING**

*The club will support its members in safeguarding their mental health and will make a suitable referral in consultation with the player or guardian.*



*Appendix A*

*Pre-Return to Rugby Personal Assessment*

*Declaration Form*

## PRE-RETURN TO RUGBY PERSONAL ASSESSMENT DECLARATION

Should 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	<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?	<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:**

# Appendix B

## ULB Return to Rugby Risk Assessment

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	
<b><u>UNIVERSAL RISKS</u></b>										
<b>Lack of Information</b>	Serious Illness Spread of Virus Unplanned sessions	P, S, V	4	3	<b>1</b>	<ul style="list-style-type: none"> <li>Provide COVID-19 Induction training to all members before they return to the training</li> <li>Update all relevant documents and communicate the updated information</li> <li>Provide Signage in key locations</li> <li>COVID-19 Compliance officers to check daily updates from the Government</li> </ul>	4	1	<b>4</b>	Encourage all members to follow news and guidelines provided by HSE <a href="http://www2.hse.ie/coronavirus/Online_briefing_completed_10.6.20">www2.hse.ie/coronavirus/Online briefing completed 10.6.20</a> <a href="#">IRFU Documents circulated via email</a> Perform regular toolbox talks and circulars to remind members of current protocols, and new updates
<b>Shaking Hands / Physical Greeting</b>	Serious Illness & Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Provide COVID-19 Induction training to all members before they return to training</li> <li>Signage to be displayed of the spread of the virus</li> </ul>	4	3	<b>12</b>	A culture change is needed to discourage hand shaking and other forms of physical greeting. COVID-19 Compliance Officers to be

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"> <li>COVID-19 Compliance Officers to monitor and discourage.</li> </ul>				vigilant in monitoring and reminding members
<b>Washing / Cleansing Hands</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Provide COVID-19 Induction training to all persons before they return to training</li> <li>Signage on hygiene to be displayed at the entrances, and other appropriate locations</li> <li>Signage to be displayed at sinks indicating correct method on how to wash hands effectively</li> <li>Hand sanitiser stations to be positioned at entrances and near common touch points</li> </ul>	4	2	<b>8</b>	<p>Regular Toolbox Talks to remind members of good hygiene practices</p> <p>Part of online briefing completed</p>
<b>Document sharing</b>	Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>No paper documents to be handed out or shared with members where practicable</li> <li>All information to be stored on a share drive. Security protocols to be put in place as required.</li> <li>All documents to be sent via email or link</li> </ul>	4	2	<b>8</b>	Part of online briefing completed
<b>Travelling to and From Training</b>	Serious Illness & Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Discourage car sharing</li> <li>Encourage players to travel in their own vehicle or with members of their own household</li> <li>Encourage players to regularly sanitise their car</li> <li>Arrive at the club ready to play</li> <li>Drivers must Drop off and go or wait in their cars</li> </ul>	4	2	<b>8</b>	Part of online briefing completed
<b>Physical Distance</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Pitches to be laid out to allow 2m social distancing</li> <li>Rooms to be laid out to allow 2m social distancing, or, where seats are 1m&lt;2m, screens/solid guarding to be provided between members</li> <li>Limit the number of players at training sessions</li> </ul>	4	2	<b>8</b>	A culture change is needed to discourage people from stopping in passageways to converse or lean in to hear conversations. COVID-19 Compliance Officers to be

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"> <li>• Training rota to be created to reduce number of persons at any one time</li> <li>• Limit number of chairs in a meeting room, or where seats can't be removed, blank off seats less than 2m from each other.</li> <li>• Signage to remind members to stay physically distance</li> <li>• Provide COVID-19 Induction training to all members before they return to the club</li> <li>• All members to complete health declaration</li> <li>• Spectators are not permitted to watch training.</li> </ul>				vigilant in monitoring and reminding members
<b>Unavoidable Close Contact – First Aid</b>	Serious Illness Spread of Virus	P, S, V	4	5	<b>20</b>	<ul style="list-style-type: none"> <li>• Persons must wear appropriate PPE and follow strict hygiene protocols</li> <li>• Create an exclusion zone around their activity</li> <li>• Direct contact log for each person must be kept</li> </ul>	5	3	<b>15</b>	
<b>Shared Touchpoints: Gates, Toilets, Light switches, Door handles, etc.</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Hand sanitizer to be available at entrances and key locations of shared touchpoints (e.g. pitches, toilets, gates, sign-in areas, etc.)</li> <li>• Loose material/items to be tidied away on desks</li> <li>• Mechanism for leaving doors/gate open to reduce requirement to touch surface should be considered.</li> <li>• High touch items to be cleaned after each training session</li> </ul>	4	2	<b>8</b>	Disinfectant to be made readily available to all members to allow them clean down surfaces
<b>Handrails</b>	Serious Illness	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>• Clubs to ensure handrails are cleaned regularly</li> </ul>	4	2	<b>8</b>	

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"> <li>Hand sanitizer made available to allow persons to sanitise their hands after using handrails</li> </ul>				
<b>Workstations</b>	Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>All desks to be disinfected by the user at the end of each use.</li> <li>Desks to be kept clean and tidy</li> <li>Workstations to be arranged to allow a 2m distance between users</li> </ul>	4	2	<b>8</b>	Office area of club remains closed.
<b>Meetings</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>To be done remotely if possible</li> <li>Meeting room to be set up to allow social distancing</li> <li>No physical greeting</li> </ul>	4	2	<b>8</b>	Caching meetings on pitches with social distancing
<b>Water bottles and refill station</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Members shall not share water bottles or other drinking vessels</li> <li>Water bottles should not be allowed to touch the taps or spouts to avoid contamination.</li> <li>Members advised to clean water bottles regularly</li> </ul>	4	2	<b>8</b>	
<b>Toilets</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Flush handles and sink taps to be cleaned regularly</li> <li>Hot water and soap to be provided</li> <li>No towels or hand dryers, disposable tissue only</li> <li>Social distancing should be observed at all times.</li> <li>Limit the number of people permitted in the bathroom at any one time.</li> </ul>	4	2	<b>8</b>	Toilets restricted access only with key Persons should avoid taking the sink/urinal beside another person if another is available
<b>Emergency evacuation</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>In case of an Emergency Evacuation normal procedures must be followed</li> <li>Installation of new screens or barriers should not impede the evacuation routes</li> </ul>	4	4	<b>16</b>	In an emergency, the immediate risk to life will override physical distancing protocols.

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	
<b>Travelling by Public Transport</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Members advised against using public transport to training.</li> <li>Where public transport is the only option for members, then regular talks reminding them of protocols.</li> <li>Persons should be briefed of correct hygiene and protocols when using Public Transport</li> <li>All persons using public transport should wash their hands as soon as they arrive at the club</li> </ul>	4	2	<b>8</b>	Adequate car and bicycle parking to facilitate those who can no longer travel by public transport.
<b>Waste Bins</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>All rubbish to be disposed of accordingly</li> <li>All bins to be disposed of after every day that the club is in use</li> <li>Appropriate PPE gloves to be used when bringing out the bins</li> </ul>	4	2	<b>8</b>	
<b>Car park</b>	Serious Illness Spread of Virus	P, S, V	3	2	<b>6</b>	<ul style="list-style-type: none"> <li>If Controlled Access present consideration should be made to leaving gates open.</li> <li>Clubs may wish to designate parking spaces to encourage social distancing.</li> <li>Members should be discouraged from lingering in carparks before and after training</li> <li>Members should arrive 5 mins before training</li> </ul>	4	1	<b>4</b>	UL Bohs have large car park area. Parents advised to remain in vehicles until session over and
<b>Entrances</b>	Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>If present, swipe cards to be disinfected regularly, pin pads to be disinfected regularly – consider deactivating locking mechanism while in use.</li> <li>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</li> <li>Signage to be present at entrances advising on physical distancing</li> </ul>	4	2	<b>8</b>	One way system-Gate always open 30 mins before training –Covid compliance officer will be key holder for each group

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"> <li>Installation of guarding or queue management systems where appropriate.</li> <li>Implementation of one way systems</li> </ul>				
<b>Visitors</b>	Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Controlled Access of visitors is in place</li> <li>Non-Essential visitors to be restricted</li> <li>Visitors time to be kept as short as possible</li> </ul>	4	2	<b>8</b>	Locals have walk way on grounds wil not be permitted on playing fields during training
<b>Changing rooms / lockers / showers</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Club houses and changing rooms are to remain closed until permitted to do so.</li> <li>Once in use social distancing guidelines must be followed.</li> <li>Must be disinfected throughout the day</li> <li>Must be kept clean and tidy. Personal belongings to be store correctly.</li> <li>Signage to encourage social distancing</li> <li>numbers at anyone time to be limited</li> </ul>	4	2	<b>8</b>	Will remain closed except in first aid emergency
<b>Kitchens</b>	Serious Illness Spread of Virus	P, S, V	4	4	<b>16</b>	<ul style="list-style-type: none"> <li>Clubhouse and kitchen facilities to remain closed until permitted to do so.</li> <li>Once permitted to open current Government and Health Authority guidelines must be followed.</li> <li>Follow normal HAACP guidelines</li> <li>Clean surfaces and utensils regularly</li> </ul>	0	0	<b>0</b>	Not opening kitchen area

# Appendix C

## Key Personnel & Information

*The following persons are the key management personnel for the Return to Rugby Project*

- *C-19 CLUB Safety Officer: **Noel Greene 086 815 3014***
- *COVID-19 CLUB Compliance Officer: Lynn Armstrong (Policy Support) **087 643 8414***
- *COVID-19 CLUB Compliance Officer: Graham Burleigh (Senior Men and Women) **086 854 8556***
- *COVID-19 CLUB Compliance Officer: Dave Seymour (Youths Boys and Girls) **087 914 3000***
- *COVID-19 CLUB Compliance Officer: Hugh Leonard (Minis Boys and Girls) **086 832 2632***
- *Club House Manager: Bar Committee Brendan Nicholson **087 912 7326***
- *Club Chairman: Alan Long **086 850 2030***
- *Communications; Stephen Clarke **087 205 1659***
- *Director of Rugby: Jason Watson **086 854 3089***
- *Club secretary: Fiona Mitchel **086 173 4597***
- *CWO: Lynn Armstrong (Minis) **087 643 8414** Fiona Mitchel (Youths) **086 173 4597***

### PARTICULARS OF THE PREMISES

AVERAGE NUMBER OF PEOPLE IN THE PREMISES BY DAY:

1-10

AVERAGE NUMBER OF PEOPLE IN THE PREMISES BY NIGHT:

TBC

### LOCATION OF ISOLATION ROOM

ISOLATION ROOM 1:

Changing room 1

ISOLATION ROOM 2:

Changing room 2

### CLEANING COMPANY

NAME:

TBC

TELEPHONE

EMAIL

CONTACT NAME:

CONTACT DETAILS:

### IN HOUSE CLEANING

CONTACT NAME:

WRFC Bar Committee  
Brendan Nicholson

### EMERGENCY CONTACTS

AMBULANCE SERVICES

999 / 112

HSE MEDICAL OFFICER OF HEALTH

# *Appendix D*

## *Visitor Declaration*

*Visitor Declarations may be completed for contractors and suppliers etc. who may be required to visit the club. This information will be distributed via email link and stored on google drive for the purpose of contact tracing.*

# *Appendix E*

## *Action/Check Lists for COVID-19 CLUB*

### *Compliance Officer*

*Action/Check lists should be completed at regular intervals –*

- *Before/After Each Training Session*
- *Daily*
- *Weekly*
- *Monthly*

## 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).

<b>NAME:</b>	
<b>SIGNATURE:</b>	
<b>DATE:</b>	
<b>VISITING:</b>	

## DAILY CHECKLIST

<b>TRAINING SESSION</b>		<b>DATE:</b>	
<b>RESPONSIBLE PERSON</b>		<b>TIME:</b>	

		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		SUNDAY	
HYGIENE		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
1	Hand Sanitizers available at key areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Soap is available at all hand washing facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Waste Bins in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	High Touch Facilities disinfected before and after training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Disinfectant available for all players to clean down surfaces as required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DOCUMENTATION		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
6	Have players provided Pre-Return to Rugby Personal Assessment Declaration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Are all players cleared to play?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Has the club received any return from illness forms?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DELIVERIES		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
9	Were there any schedule deliveries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Were they wearing appropriate PPE?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Was social distance practiced on arrival?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMUNICATION		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
13	Is Signage in place, visible, and up-to-date?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Have players received induction training?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Have toolbox talks been carried out?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CHECK-IN		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
16	Queuing system in place and being observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Sanitiser available for players as required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Signage in place at check-in	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PLAYERS		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
19	Players briefed on training activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TRAINING ACTIVITIES		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
20	Training Activities in line with Government Guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EQUIPMENT USE		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
21	Equipment sanitised before training session	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22	Equipment sanitised after training session	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Sanitization</b>		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
23	Has the rubbish been disposed of appropriately?										
24	Have all surfaces & touchpoints cleaned thoroughly:										
25	Have all toilets and sinks been disinfected										
26	Hand washing facilities include soap hot water, disposable towels in place										
<b>INITIALS:</b>											
<b>DATE:</b>											

## 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								
<b>Inspected by</b>								

## TRAINING LOG

<b>CLUB NAME</b>		<b>DATE</b>	
<b>RESPONSIBLE PERSON</b>		<b>SUBJECT:</b>	

### PARTICIPANTS

1.		16.	
2.		17.	
3.		18.	
4.		19.	
5.		20.	
6.		21.	
7.		22.	
8.		23.	
9.		24.	
10.		25.	
11.		26.	
12.		27.	
13.		28.	
14.		29.	
15.		30.	

### GENERAL NOTES

Informal education may include –

- Don't Share water bottles
- Wash hands before and After training
- Don't spit or clear nasal passages on the pitch
- Adhere to social distancing measures
- No horseplay
- Do not shake hands, fist bump or high five
- If you feel unwell, notify your coach immediately