

MODEL LETTER TEMPLATE TO AFFILIATED FOOTBALL CLUBS

Dear.....

We are pleased to tell you that we will be allowing football matches to be played on outdoor grass pitches owned by the district council. This is following recent guidance issued both from the government and the Football Association. Whilst access to adjacent clean and hygienic toilets will be opened during matches, unfortunately changing rooms will remain closed unless there are exceptional circumstances. In addition, the number of participants in the match needs to be capped at 30, including officials.

As part of their guidance, the FA have stipulated that clubs need to ensure that a number of measures are adhered to. Consequently, before we can accept any bookings we need you to advise us of how you will implement and manage these measures. Only once we are satisfied that your processes are robust enough to protect your members, the opposition, officials, and spectators, will we be able to accept your booking. I should add that we will be undertaking random checks during matches to ensure you are adhering to what you said you would do and if this isn't the case then we do reserve the right to refuse further bookings until we're again satisfied that your measures are robust.

In order to secure a booking on a grass pitch we need you to tell us how you will deliver the following please;

- How you will ensure there will be no more than 30 participants
- How you will manage access by participants to the toilets during matches, ensuring they're safe to use and cleanliness is maintained
- How you will ensure that participants adequately sanitise before, during and after the game
- How you will ensure adherence to the NHS Test and Trace system by taking names and contact details of all participants
- How you will ensure participants don't attend if they or someone they live with has Covid-19 symptoms.
- Relating to Test and Trace, how will you ensure you are notified that someone becomes symptomatic after the event and what action you will take
- How you will ensure adherence to social distancing measures of 2m or 1m plus by participants before and after sessions
- How you will manage and clean kit to ensure it's not shared
- How you will manage spectators and observers to ensure social distancing is maintained and there are groups of no more than 6
- How you will ensure goal celebrations are avoided to ensure adequate social distancing
- How you will ensure that during the treatment of injuries social distancing of 2m or 1m plus is maintained, unless providing emergency care for life or limb threatening injuries in which case ensuring adequate PPE for first aiders
- How you will encourage participants to walk or cycle to the venue and to minimise the use of public transport
- How you will ensure participants will arrive and leave without needing access to changing rooms
- How you will ensure disinfection of the ball during breaks

- How you will ensure the sanitisation of players and officials hands during breaks
- What action you will take if anyone fails to adhere to the measures you've put in place

I appreciate this list may seem onerous but can only reiterate that it is in line with FA guidance and more information on this can be found on their website. Please don't hesitate to contact us if you have any queries.

Regards



Jason Knight
Leisure Services Team Manager