



# Softball Ireland

## COVID Risk Assessment Guidance

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## Document Details

Version	Date Issued	Author
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<b>Target Audience:</b>		Softball Ireland Regions / Fastpitch Ireland / Clubs
<b>Policy Replaces:</b>		-
<b>Policy Adapted From</b>		SportNI Example Risk Assessment Template (2021)
<b>Policy Approved By:</b>		Softball Ireland Medical Committee
<b>Date Approved:</b>		7/3/2021
<b>Implementation Date:</b>		7/3/2021
<b>Review Date:</b>		TBC – 1 years

## Glossary of Terms and Abbreviations

Below is a list of terms and abbreviations used throughout this document:

Term	Description	Abbreviation
National Governing Body	Refers to 'Softball Ireland'	NGB
Regions	Refers to the regional associations on the island of Ireland (SL / SU / GS)	-
Board	Refers to the Softball Ireland Board	-
Softball Ireland	The NGB of softball on the island of Ireland	SI
Softball Leinster	The regional association for Leinster	SL
Softball Ulster	The regional association for Ulster	SU
Fastpitch Ireland	The body responsible for the administration of Fastpitch Softball in Ireland	FPI
Galway Softball	Galway Softball Club	GS
Republic of Ireland / Ireland	Republic of Ireland	ROI
Northern Ireland	Northern Ireland	NI
Under 18	Refers to all players under 18 years of age	U18
General Data Protection Regulations	Data Protection laws protecting members data in ROI and NI.	GDPR

## Introduction

The purpose of this risk assessment template (adapted from SportNI) is to aid softball teams on the island of Ireland risk assess their venues and activities in light of the ongoing COVID-19 pandemic. Many sporting bodies, venues and local councils require sports teams who use their facilities to carry out a risk assessment prior to bookings – this document will guide your team to complete their own risk assessment.

This document is intended as a guide and will need to be adapted for individual club use. Ideally your individual club COVID-19 Officers should complete this assessment and update it at regular intervals throughout the season to ensure ongoing compliance with local Government guidance.

## Risk Assessment Methodology

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:

- **Universal risks** which could be applied to any club and organisation
- **Site Specific risk assessments** which must be carried out by Clubs to identify risks that are unique to their 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.

## Inspection Methodology


The inspection of the premises will be carried out by (INSERT NAME of COVID Officer). The inspection should include any observations of physical limitations or installations, cleaning methods, specific work practices, administrative processes and so forth.

## Evaluation of Risk Items

The second step in the process involves your team COVID Officer assessing the Risk Item. There are three sub-steps to this process:

- 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

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
- 
- Increasing Likelihood**

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, although individual risk may differ depending on which HSE/HSC risk category they fall into (e.g., high risk, very high risk etc.):

		SEVERITY					
		EXTREME HARM	MAJOR HARM	MODERATE HARM	MINOR HARM	NEGLIGIBLE HARM	
		5	4	3	2	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.

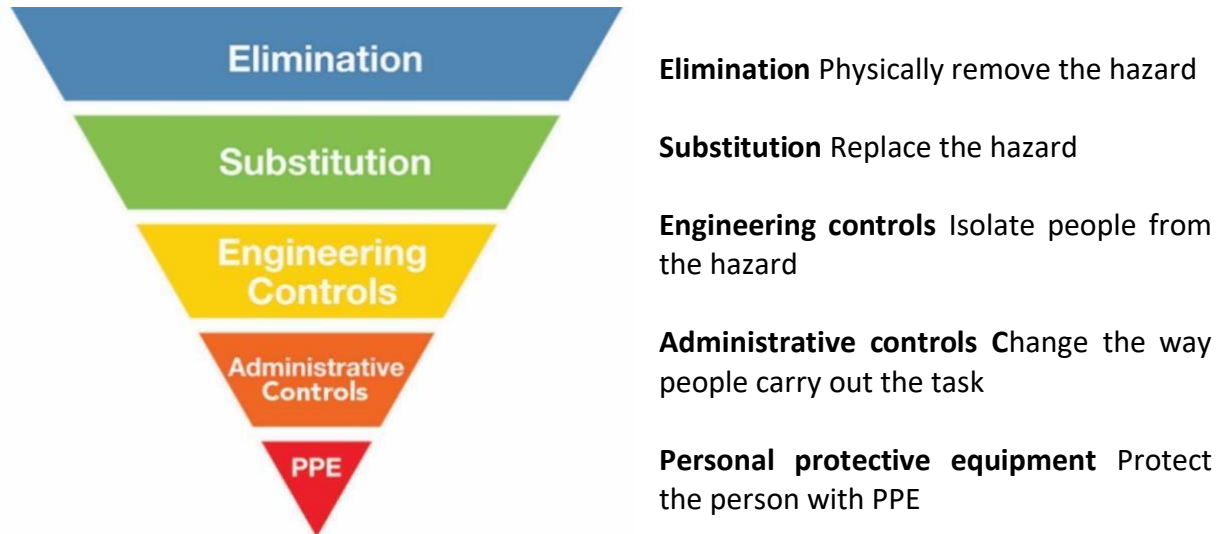
KEY TO SHADING		
15 - 25	Level of risk is unacceptable.	HIGH
8 - 12	Level of risk may be tolerable. Seek to reduce level of risk.	MEDIUM
1 – 6	Level of risk is acceptable.	LOW

WHO IS AFFECTED BY THE RISK	
Abbreviation:	Actions used in the 'To Whom' column of the assessment relate to:
P	Public
S	Sports Players / Participants / Members
V	Visitors

## Control Measures

The control measures, indicated within the fifth column of the assessment, named 'Proposed Criteria for Resumption' below, are considered to be reasonably practical 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 will be considered when carrying out a Risk Assessment at your club.



## 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.

## Risk Assessment Results

Each club is advised to complete a risk assessment of their day-to-day activities for the running of their club. Clubs are recommended to use the risk evaluations recommended by SI; however, these can be adjusted to account for individual team venues and circumstances. An example checklist (with some pre-completed entries suggested by Softball Ireland) is included in the Softball Ireland Risk Assessment Template spreadsheet.