



Safer Return to Play Protocol

Version 2

20th October 2020

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Football Association of Wales Safer Return to Play Protocol | Medical & Match Operations Protocols

Edition 2 | October 2020

1. Introduction

- 1.1 The primary aim of these guidelines is to protect the health & safety of all persons involved in fixtures in the Cymru Leagues & Welsh Premier Women's League, including but not restricted to the following:
- Players
 - Backroom & Coaching Staff
 - Medical Staff
 - Match Officials
 - Clubs Match Operations Staff
 - Broadcasting Staff | Media
 - Clubs Boards of Management or Senior Management.
 - Ambulance Personnel
- 1.2 The purpose of this document is to provide guidelines for all Cymru Leagues and Welsh Premier Women's League clubs and all other Clubs which participate in FAW Cup Competitions.
- 1.3 The evolution the current COVID-19 pandemic is dynamic and unpredictable and while it is impossible to establish a completely risk-free environment, the aim is to lower the risk as far as possible by applying current medical advice and best practice. These guidelines will always be in line with and guided by Welsh Government & Public Health Wales policy. <https://gov.wales/coronavirus>
- 1.4 This protocol (hereinafter: the RTP Protocol) sets out the framework of medical, sanitary and hygiene procedures together with the operational protocols that are to be applied when staging all FAW competition matches identified in Appendix 3.
- 1.5 Minimising the risk to FAW competitions from COVID-19 relies on thorough and robust preparations and on-site organisation, but also to a large extent on the cooperation, behaviour and understanding of the teams, their players, officials and technical staff, as well as the referees, the FAW staff and all target groups involved in the matches. The Association expects all parties to adhere to hygiene best practices both in the controlled match environments, as well as in their private day to day lives. It is therefore imperative that all precautions set out in this document, as well as the standard hygiene best practices, will be strictly adhered to by all members of these various groups. Non-respect of such social norms could have serious consequences for the staging of matches.
- 1.6 Players and everyone else involved should remember that their actions, and adherence to the Social Distancing requirements in particular, not only to guarantee a safe environment for matches but also serve as a strong symbol within the community.
- 1.7 The RTP Protocol expressly does not contain any matters related to the medical or operational requirements for a return to training by teams as this is contained within the FAW Safer Return to Training Protocol.

2. Fundamental Protocols

- 2.1 All clubs must have COVID-19 mitigation protocols in place and all staff and match operations personnel must fill out the form in Appendix 1 and return it to the clubs COVID-19 Compliance Officer within 48 hours of kick-off.
- 2.2 All personnel entering the stadium on match day must have their temperature taken on arrival at the match venue. Persons returning a temperature of 37.8 or more will not be permitted to enter.
- 2.3 In addition, anyone entering the stadium must:
 - 2.3.1 Complete a Pre-Match Questionnaire (hereinafter: The Questionnaire) no earlier than 24 hours prior to the match, a copy of which can be found in Appendix 2;
 - 2.3.2 Disinfect hands;
 - 2.3.3 Wear a face covering mask
 - 2.3.4 Maintain Social Distancing
- 2.4 If anyone develops symptoms included in the questionnaire, they must stay at home and inform the relevant COVID-19 Compliance Officer.
- 2.5 If a person fails to complete the Pre-Match Questionnaire, if a person cannot acknowledge the statements made in such form or if a person shows abnormalities in their temperature checks, the COVID-19 Compliance Officer will be called immediately and access to the stadium will be denied.
- 2.6 The Pre-Match Questionnaire, attendance list, register and other associated information should be retained by the Team COVID-19 Compliance Officer and kept for a minimum of 21 days.
- 2.7 All persons must comply with the following three fundamental aspects of the Welsh Government Coronavirus Regulations:
 - 2.7.1 Take all reasonable measures to maintain 2 metres physical distancing between people;
 - 2.7.2 Take any other reasonable measures to minimise the risk of exposure to coronavirus; and
 - 2.7.3 Provide information to those entering or working at the premises about how to minimise the risk of exposure to coronavirus.
- 2.8 Whenever Social Distancing is referred to in this document, the Welsh Government Coronavirus Regulations are applicable.

3. Risk Assessment

- 3.1 A Risk Assessment must take place for all fixtures.
- 3.2 Existing concepts and arrangements around Match Operations should be reviewed to comply with and take account of the COVID-19 pandemic protocols.

4. Stadium Deep Clean

- 4.1 Clubs must follow HSE Guidelines for cleaning your workplace to reduce risk from COVID-19. (<https://www.hse.gov.uk/coronavirus/cleaning/index.htm>)
- 4.2 A pre-match deep clean must take place and be completed no later than one hour before the stadium is open. Any broadcasters equipment must be in place before the start of the disinfection All cleaned areas must be sealed until Teams & Match Officials arrive.
- 4.3 Host Clubs must ensure that specific areas & equipment that come into frequent contact with individuals are thoroughly cleaned in accordance with the advice offered in the HSE Guidelines for cleaning your workplace to reduce risk from COVID-19 (link above).

Some of these will include but are not restricted to:

- Doorknobs, Door Bars Chairs, Tables, Armrests, Light Switches, Handrails
- Toilet Flush Mechanisms, Water Taps
- Medical Treatment Beds & Surfaces
- Office Equipment
- Dressing Rooms
- Team Benches and warm-up equipment (cones, poles, mannequins)
- Goalposts
- Media Areas
- Event Control Room

5. Match Planning | Preparation - Staff

5.1 COVID-19 Compliance Officer

- 5.1.1 Each team must appoint a COVID-19 Compliance Officer;
- 5.1.2 The home team COVID-19 Compliance Officer will support & assist the Protocol Compliance Officer during the planning phases of the fixtures;
- 5.1.3 The visiting team's COVID-19 Compliance Officer should travel with the visiting team to the match venue and should be in regular communication with the home club's COVID-19 Compliance Officer;
- 5.1.4 All COVID-19 Compliance Officers should work closely with their own club medical staff.
- 5.1.5 All Club staff and volunteers should receive training on Match Operations in the context of the COVID-19 Pandemic;
- 5.1.6 The COVID-19 Compliance Officer Roles & Responsibilities document will be circulated to all clubs.

5.2 Protocol Compliance Officer

- 5.2.1 Each team must appoint a Protocol Compliance Officer (PCO).
- 5.2.2 The PCO is responsible for ensuring the travel, accommodation and general hygiene and Social Distancing measures are respected at all times.
- 5.2.3 The PCO must travel with the team and must ensure contracts with bus companies and hotels include best practice guidelines and that the measures of the RTP Protocol are strictly implemented.
- 5.2.4 The PCO of each club is responsible for the accreditation process and medical compliance of their own club.
- 5.2.5 The home club is responsible for maintaining a Master list at each home game. The visiting club must forward an attendance list to the home club within 24 hours of the confirmed kick-off time.

5.3 Match Operations Staff

- 5.3.1 All match operations staff should remain within the stadium for the course of the match;
- 5.3.2 Clubs should only use a minimum number of staff;
- 5.3.3 At risk club staff members should be excluded from matchday operations.

6. **Match Planning | Preparation – Staff welfare**

- 6.1 In order to ensure as safe an environment as possible, all Staff should strictly observe the match-day Protocol and each person must complete the COVID-19 health questionnaire (Appendix 1);
- 6.2 Sanitary facilities and refreshment facilities for all staff must be available and touch points must be cleaned on a regular basis;
- 6.3 Everybody must wear face covering masks when entering the stadium (2.3.3);
- 6.4 Adequate supplies of hand sanitisers must be supplied and be well positioned throughout the match venue;
- 6.5 Staff registration and briefing areas should be coordinated with strict adherence to Social Distancing. COVID-19 signage must be visible throughout the match venue.

7. **Match Planning | Preparation – Organisational Meeting and Club Briefings**

- 7.1 All match attendees must be familiar with all FAW and HSE COVID-19 protocols.
- 7.2 It is recommended that prior to all fixtures; an Organisational Meeting -using video-conferencing facilities should take place between external stakeholders to gain knowledge and have an awareness of how each fixture is going to be managed. The Organisational meeting is not mandatory.
- 7.3 The key stakeholders include, but are not limited, to the following;
 - Stadium Owners (if the club does not own the stadium)
 - COVID Facility Manager
 - Protocol Compliance Officer
 - Safety Officer
 - Security Officer
 - COVID-19 Compliance Officer
 - Medical Agencies
 - Team or Player Representative
 - Visiting Team Club Representative(s)
 - Match Officials Representative
 - Broadcasters
 - Media
 - Club Media Officer
 - Competition organiser representative(s)
- 7.4 The two clubs and the competition organiser will agree as to whom should attend the video-conference.

7.5 It is recommended that prior to the Organisational Meeting, the home club conducts an internal club meeting to discuss match operational matters.

7.6 The key personnel who should be represented at internal club meetings to discuss match operational matters are;

- Club Secretary
- Club Chair or CEO
- COVID Compliance Officer
- Protocol Compliance Officer
- Facilities Manager
- Media Officer

Topic matters for discussion should include;

- COVID Operations
- Safety and Security
- Accreditation
- Commercial matters
- Broadcast, communications and media matters
- Protocol and Countdown to Kick-Off (CDTKO).
- Ticketing

7.7 A Post Match de-brief must take place if either club, the Association or the referee observer requests one. This could be at the stadium at Social Distance or using video-conferencing facilities.

7.8 Meeting notes must be recorded and circulated to all attendees and the Association (if not present at the de-brief). The de-brief report must be an agenda item ahead of the next fixture.

8. Match Planning | Preparation – Protocols

In all Planning Meetings it must be stressed that all protocols laid out by Welsh Government Guidelines and the Football Association of Wales should be adhered to. The following personnel but not restricted to must follow and adhere to the current protocols at all times.

- All Players
- All Technical Staff named on the teamsheet
- Match Officials.
- Medical Personnel
- Essential Club stadium staff (should be kept to a minimum).
- Safety and Security Staff or Volunteers
- Broadcasters.
- Essential Production Staff.
- Media.

9. Match Operations – Safety and Security

9.1 In order to ensure a safe environment and to protect all stakeholders, all Safety and Security staff should follow the protocols in appendix 1.

- 9.2 The safety and security staff are responsible for ensuring a safe and controlled entry procedure at the point of the temperature testing.
- 9.3 The safety and security staff are responsible for ensuring compliance with the accreditation procedure.
- 9.4 The safety and security staff are responsible for protecting the transit points between the stadium zones.

10. Match Operations – Stadium Zoning

- 10.1 A zoning system will be implemented in order to prevent any uncontrolled or indirect contact with the teams.
- 10.2 The zones will be implemented as follows;
 - 10.2.1 **Red Zone** - the pitch, tunnel area, technical areas, changing rooms and any other area that will be accessed by Players and Football Staff on a matchday, including the Host Broadcast flash interview position. Only those who have completed The Questionnaire for 14 consecutive days, will be allowed to enter Zone 1, and no more than approximately 80 people are allowed to be in Zone 1 at any one time.
 - 10.2.2 **Amber Zone** – all areas within the Stadium that are not included in the Red Zone, including the post-match interview positions for non-rights holders and the Host Broadcaster Compound.
 - 10.2.3 **Green Zone** - the stadium exterior Footprint, including any parking facilities to be utilised by those with access to the Red Zone.
- 10.3 The stadium security is responsible for overseeing the movement of people between different zones. The PCO must take a decision in case of doubt and report any violation of the zoning system to the Association (if present) or the Referee Observer.
- 10.4 The stadium zoning system concludes 30 (thirty) minutes after the actual full-time whistle.

11. Match Operations – Stadium access, egress and accreditation Management

- 11.1 The host team is responsible for ensuring that a well-structured accreditation concept is in place.
- 11.2 The FAW accreditation system will be implemented, but will only be used as a zoning system to allow entry to the different zones of the stadium. The FAW accreditation system will be used to control numbers entering the specific zones and so the number of accreditation devices issued giving access to each zone will be controlled.
- 11.3 The FAW accreditation will not be used as a stadium access device at any matches, so will not give the bearer access to the stadium on its own.
- 11.4 The accreditation system must allow stewards to clearly identify who is authorised to be in which zone at what time.
- 11.5 To highlight the sensitivity of Zone 1, it is recommended to implement a very clear visual floor-level demarcation at all potential points of access to Zone 1 to indicate the start of Zone 1 at each point.

- 11.6 Any areas where queuing may be required must be arranged and managed in such a way as to maintain Social Distancing. Signage, floor markings and barriers/airport tape should be used wherever necessary to facilitate organisation and to inform people of the requirements.
- 11.7 No person will be permitted to enter the stadium without accreditation.
- 11.8 Accreditation will be exchanged following successful completion of the COVID screening protocol (See 2.2 and 2.3).
- 11.9 This area must be monitored at all times by a home club steward.
- 11.10 The red zone accreditation will be limited to;

| Stakeholder | Number |
|--|---------------|
| Home Team Players & Staff (as listed on teamsheet) | 24 (maximum) |
| Away Team Players & Staff (as listed on teamsheet) | 24 (maximum) |
| Home Team additional staff or unused players | 4 |
| Away Team additional staff or unused players | 4 |
| Home Team PCO | 1 |
| Away Team PCO | 1 |
| Referees | 4 |
| Referee Observer | 1 |
| FAW officials | 3 |
| Broadcasters | 4 |
| Ball retrievers (min. 4), Security (min 4), Groundsmen | 10 |
| TOTAL | 80 |

- 11.11 Specific access points should be in place for the following groups;
- Access Point 1 – Teams and Match officials.
 - Access Point 2 – All other accredited stakeholders.
- 11.12 All staff should be permitted access only on production of the appropriate accreditation and name checked against a master list, which must be maintained by the home club PCO.

12. Match Operations - Team and Match Officials arrival/departure procedures at the stadium

- 12.1 The arrival of each team and the match officials must be staggered to avoid mixing and crowding at the entry points and in the corridors. These timings must be discussed in the Match Organisation Meeting.
- 12.2 Teams and Match Officials must arrive at Access Point 1.
- 12.3 During team and Match Officials arrivals, the presence of any staff along the route should be kept to a minimum and with stewards in place to temporarily stop any other transit.
- 12.4 Teams and Match Officials must leave their vehicle's with all personal equipment (e.g. boots, shin pads, bottle, etc) and proceed directly to Access Point 1 and then into the stadium. Players and Match Officials must not return to their vehicles or non-COVID-19 compliant areas until their departure from the event.

- 12.5 Any stewards must maintain a minimum 2m distance from the team. Teams and Match Officials may go straight to the dressing room, and may perform a pitch inspection as usual, but must avoid congregating in indoor areas or passing through the tunnel at the same time as their opponent.
- 12.6 Teams and Match Officials should leave the dressing rooms as soon as possible after the match and the completion of any media obligations.

13. Match Operations – Medical concept

- 13.1 Medical care should be available in the stadium in line with Club Licensing minimum standards.
- 13.2 Medical personnel must oversee the welfare of all players named on the Team Sheet.
- 13.3 The self-isolation requirements, as described in the Welsh Government Coronavirus Regulations are applicable.

14. Match Operations – Communications and Media

- 14.1 Media requests must be sent in advance of the match in writing in accordance with the systems and procedures of the home Club.
- 14.2 The Media representatives enter the stadium at Access Point 2 and must collect their amber accreditation following successful completion of the COVID screening protocol.
- 14.3 A non-rights holders media interview area will be identified with signage and located outdoors and near a transit point between the Red and Amber Zone.
- 14.4 The non-rights holder will remain in the amber zone and the interviewee will remain in the red zone for the duration of the interview.
- 14.5 All media interviews must be conducted according to the Welsh Government Social Distancing Regulations.
- 14.6 There must be no Mixed Zone.
- 14.7 The media will be allocated seats in such a way that the seat allocations adhere to Welsh Government Social Distancing Regulations.
- 14.8 Where necessary, the press box should be extended into other areas of the stadium.
- 14.9 Photographers must be strategically placed in the amber zone, on pitch level but not pitch side of the perimeter fence – maintaining Social Distancing at all times.
- 14.10 The home club media officer is responsible for organising a virtual post-match press conference, using video conferencing facilities, for press and supporters. The virtual press conference should be attended by one suitable person from each team. It is recommended that the first team manager attends this.
- 14.11 The virtual press conference must only take place after the Host Broadcaster has completed its flash interviews and preference of timings must be given to the visiting team.

15. Match Planning | Preparation – Broadcasters | TV production

- 15.1 The Host Broadcasters staff must comply with the RTP Regulations, by signing a declaration of understanding before attending a match for the first time.
- 15.2 The Host Broadcaster must submit a copy of their own COVID-19 protocols, to be reviewed and approved by the Association.
- 15.3 The Host Broadcaster's COVID-19 protocols document should be submitted 7 days before match-day.
- 15.4 All areas of the stadium, used by the Host Broadcaster should be deep cleaned and disinfected.
- 15.5 All equipment (cameras, trucks, trolleys, cables, etc.) should be deep cleaned by the Host Broadcaster.
- 15.6 The Host Broadcaster can attend the Match Organisation Meeting and should they wish to do so, must contact the Association and the home club to arrange.
- 15.7 In-Match Interviews are not permitted in the technical area.
- 15.8 The red accredited host-broadcaster personnel will be allocated working areas during the match, which they must comply with at all times.
- 15.9 A Host Broadcaster flash interview area will be identified with signage and located outdoors in the Red zone. All media interviews must be conducted Social Distancing.

16. Match Operations – Countdown to Kick-Off

- 16.1 It is best practice, that a pre-match countdown to kick-off is produced and displayed in all dressing rooms to ensure minimal contact between players and match officials.
- 16.2 Teams will not line up together in the tunnel as usual before the opening ceremony to avoid congestion in the tunnel area. Teams will also exit the dressing room directly to the pitch one team at a time for the on-field pre-match line-up, in the following order;
 - 1st Out – Match Officials
 - 2nd Out – Home Team
 - 3rd Out – Away Team
- 16.3 Players and referees must maintain at least 1m distance between each person during the line-up ceremony.
- 16.4 No additional activities may be organised (e.g. player escorts, flag-bearers, mascots, dancers, musicians, etc.), nor will there be any handshakes between teams or with the referees.
- 16.5 The coin toss will still take place after the line-up ceremony with the two captains and the referee only, while still maintaining a 1m distance.
- 16.6 At half-time and second half the teams should again avoid congregating in the tunnel and must instead exit directly to the pitch according to the timings indicated in the match countdown.
- 16.7 This should be coordinated by the FAW Representative (if applicable) and / or the Host Broadcaster and / or the Referee and the PA Announcer.

16.8 There should be not team photographs.

17. Match Operations – VIPs and Hospitality

- 17.1 The team's official delegation (President, Chairman, Board of Directors, etc) are permitted to come to the stadium (up to a maximum of 8 persons per team).
- 17.2 The team's official delegation will be provided with amber accreditation and a seat in a designated stand. They must operate in an entirely different bubble to the red accredited persons. They will not be allowed to enter Zone 1 at any time. Stickers will be provided to identify the Directors Seats in the Amber Zone (to ensure no standing).
- 17.3 Those in attendance must complete the relevant COVID-19 match protocols and adhere to Social Distancing protocols.
- 17.4 Face covering masks must be worn at all times.
- 17.5 Pre-match, half-time and post-match is not mandatory, but if it is offered, it must be coordinated with Social Distancing applied at all times.
- 17.6 If food is provided, it must be served by a home club representative, individually plated and strictly no buffets are permitted.

18. Match Operations – Infrastructure facilities and Equipment

18.1 Changing Rooms

- 18.1.1 Changing Rooms and all equipment within the changing rooms must be deep cleaned before and after every fixture.
- 18.1.2 Extra changing rooms or areas must be allocated in order to practice Social Distancing in accordance with the Welsh Government Regulations.
- 18.1.3 Shower facilities may be used on a case by case basis and must be discussed at the Match Organisation meeting and in line with Welsh Government Regulations..

18.2 Team Benches | Technical Areas

- 18.2.1 Substitutes, coaching and technical staff must practice Social Distancing in the technical areas. Solutions must therefore be found to extend the team benches or separate each seat on the bench. Technical seats for additional staff or unused players (4 per Team) must similarly be separated. Solutions to adapt this seating may include the use of adjacent seating in the tribunes if accessible possible. see appendix 4 for an example of adapted seating arrangement).
- 18.2.2 Clubs must agree with the Association the exact location of these seats and signage will be provided by the Association to Clubs, which must be used in the agreed locations.

18.2.3 The maps must be shared with the away team and the match officials at the Match Organisation meeting. approval and distribution to away team and match officials.

18.2.4 Clubs must also identify a seat for a 'sent-off coach' and signage provided by the Association must be used for this purpose.

18.2.5 Only those persons named on the team sheet (players and technical staff) are not required to wear face mask coverings during the match, but are required to maintain Social Distancing at all times when seated. For clarification, those persons located in the Technical seats for additional staff or unused players (4 per Team) must wear face mask coverings.

18.3 Medical Facilities

18.3.1 All medical facilities including treatment rooms must adhere to Social Distancing.

18.4 Equipment

18.4.1 All footballs used in the warm-ups and the match must be cleaned & disinfected before the match and at half-time. The goalposts and corner flags must also be disinfected after the warm-up and at half-time.

18.5 Sanitary Facilities

18.5.1 The use of toilet facilities is permitted, but the toilets and sinks must be located at Social Distancing Regulations.

18.5.2 The toilet facilities for players, match officials and staff, must be thoroughly cleaned before and after each game.

18.5.3 The touch points must be cleaned after each individual use.

18.5.4 Adequate quantities of soap, hand sanitiser and paper towels must be made available.

18.5.5 Paper towels must be disposed of carefully after each use.

19. Match Operations – Team affairs and travel

Before for the Game

19.1 Teams travelling long distances must abide by the Safe Distancing Guidelines when on the team bus, for example but not limited to; utilising window seats only with an unused row between seated rows (see Appendix 6 for guidance).

19.2 All players & staff should travel to games in line with Welsh Government and HSE Guidelines | Safe Distancing on the team bus must be adhered to with all personnel wearing masks.
<https://gov.wales/restarting-public-transport-guidance-operators-html#section-42688>

- 19.3 The buses should be disinfected before and after teams embark and disembark.
- 19.4 The arrival of each team and the match officials must be staggered to avoid mixing and crowding.
- 19.5 Both home and away clubs must consider scenarios for alternate transport arrangements e.g. if a player/ staff member is injured or unwell.
- 19.6 The stadium Access Point 1 must be used by Teams & Match Officials.
- 19.7 Players could consider arriving in their own kit, to limit changing requirements and the time spent inside the changing room.
- 19.8 On arrival; all players, management and backroom staff must observe and obey COVID-19 signage.
- 19.9 All players should have their own accessories throughout the whole of match-day including identifiable water bottles, tape and bandages, etc.

General Regulations for the Warm-Up, During the Game and Post-Match,

- 19.10 Practice good coughing and sneezing etiquette.
- 19.11 Spitting is not permitted.
- 19.12 No hand greetings are permitted (handshakes, fist pumps, high fives).
- 19.13 Players should only consume liquids and food from their own labelled supplies
- 19.14 Hand sanitiser must be used before and after warm-ups, during half-time after the match and where possible, during breaks in play.

Warm-Up for the Game

- 19.15 Social Distancing protocols must be adhered to at all times, where possible.
- 19.16 Pre-game team meetings must take place in an area where Social Distancing can be adhered to.

During the Game

- 19.17 During breaks in play, Players and Match Officials must adhere to social distancing where possible.
- 19.18 Management and Backroom Staff should adhere to Social Distancing where possible.
- 19.19 A Club Physio can attend to an injured Player or Match Official on the pitch. Please see appendix 5 for comprehensive information regarding the treatment of players or match officials.
- 19.20 The Physio must wear a facemask & gloves when treating a Player or Match Official.
- 19.21 A designated treatment room must be available to treat an injured player. This room must be cleaned thoroughly before and after each game.

- 19.22 Touch points must be wiped down after each individual treatment session.
- 19.23 Physiotherapists or Team Doctors must wear PPE for prolonged treatment sessions. These sessions must last no longer than 15 minutes
- 19.24 Players of each team should warm up in separate zones, so a separate warm-up area should be marked out in each half of the pitch area. If this is not possible due to space limitations, the standard warm-up area must be used, but players of opposing teams must remain as apart from each other as possible during warm-ups. Substitutes must adhere to Welsh Government Social Distancing Regulations.

After the Game

- 19.25 Players & Match Officials must adhere to Social Distancing at the final whistle and when exiting the pitch and stadium.
- 19.26 Post-match team meetings must be held in an area where Social Distancing can be adhered to.
- 19.27 Egress from the field of play should be coordinated so that the teams and match officials exit at different times.
- 19.28 Shower facilities may be used on a case by case basis and must be discussed at the Match Organisation meeting and in line with Welsh Government Regulations.

20. Match Operations – Match Officials

- 20.1 The COVID-19 Compliance Officer must act as the first point of contact for the Match Officials and Match Observer upon arrival.
- 20.2 The coordination of pre-match protocols (i.e. kit and equipment check, stud check, coin toss, Countdown to Kick-Off) should be discussed and agreed with the Match Officials at that point.
- 20.3 Match Officials Changing Room or Area should be extended to allow Safe Distancing (even if this means 2 officials in separate rooms).
- 20.4 All match officials should have their own accessories throughout the whole of match-day (i.e. Water Bottles, Tape, Bandages, Red & Yellow Cards, Head-set earplugs.)
- 20.5 The match referee must disinfect the communication kits before arrival at the stadium and once again, in the dressing room, before handing the individual sets to colleagues.
- 20.6 The match referee must disinfect the referee spray and holders before arrival at the stadium and once again, in the dressing room, before handing the individual sets to colleagues.
- 20.7 When appointed, the FAW Referee Observer must adhere to the COVID-19 protocols. A seat will be provided in accordance with COVID-19 protocols.
- 20.8 Shower facilities may be used on a case by case basis and must be discussed at the Match Organisation meeting and in line with Welsh Government Regulations.

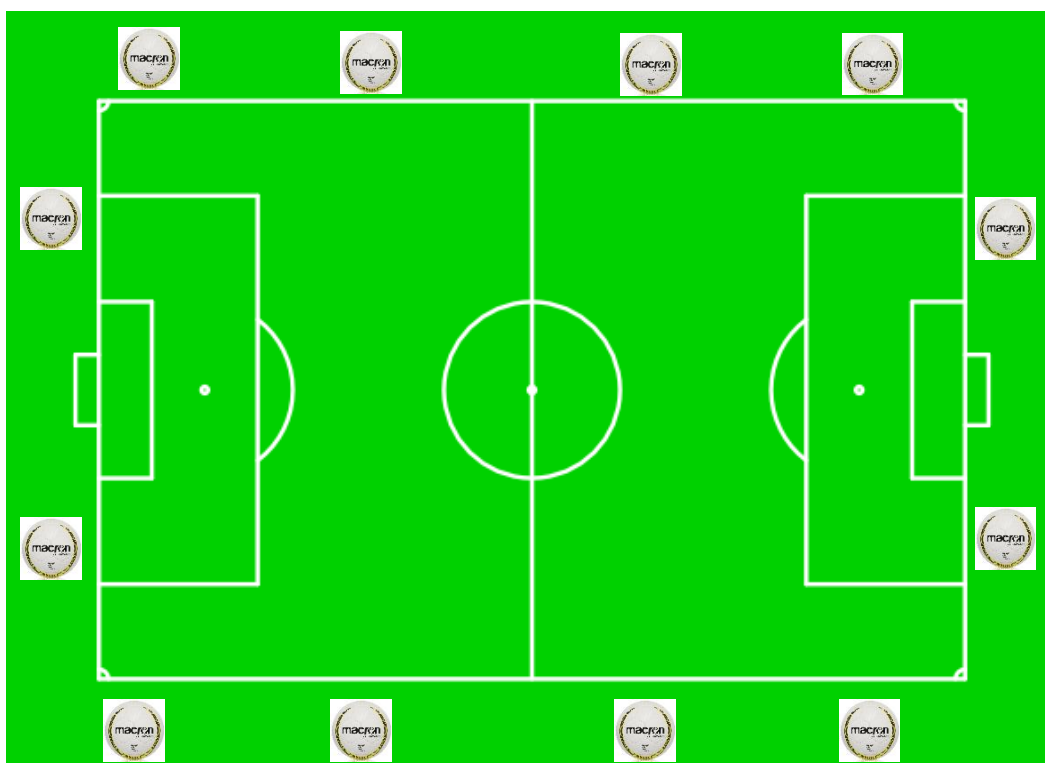
21. Contact Tracing

- 21.1 Contact Tracing is a key component to all activities around the game.

- 21.2 The Protocol Compliance Officer must keep a register of **ALL** personnel in the stadium on match-day.
- 21.3 The details of all persons must include the name, arrival date and time and contact details.
- 21.4 The register should be kept electronically and be updated continually throughout the event.

22. Ball Retrievers

- 22.1 Ball boys or girls must not be used at matches until further notice, however Ball Retrievers must be used.
- 22.2 A Ball Retriever is responsible for retrieving used match balls, disinfecting the match ball and placing it on a cone. The cone should be placed two metres from the touchline if space permits
- 22.3 All spare balls must be placed around the pitch perimeter on the cones during the match. They must be placed in accordance with the following diagram;



- 22.4 Ball retrievers must be over 16 and abide by COVID-19 protocols. During the match, they must be located in each stand or terraced area and must replace the ball on the pitch perimeter when used. The ball retrievers must wear gloves and face masks at all times.

Appendix 1 – Daily Medical Questionnaire

1. Have you been tested for COVID-19?
Yes / No
2. Have you been or are you currently a contact of a COVID-19 case or a suspected case?
Yes / No
3. Have you completed or are you in the process of completing a 14 day period of self-isolation?
Yes / No
4. Have you returned from Spain or any other country abroad on the 'quarantine list' within the past 14 days?
Yes / No
5. How are you feeling today?
Good / Poorly
6. Do you have a fever or body temperature higher than 37.5 degrees?
Yes / No
7. Do you have a cough, throat pain, muscle pain, unusual weakness, short of breath, chest pain, any palpitations (abnormal heart rate), diarrhoea or conjunctivitis?
Yes / No
8. Do you have a loss of sense of smell or taste?
Yes / No
9. Any relevant signs or symptoms of COVID-19 that you think we should be aware of?
Yes / No

Please refer HSE guidelines (<https://www.hse.gov.uk/coronavirus/index.htm>) on how you should proceed if you answer **YES or Poorly** to the above questions.

If you are in any doubt DO NOT attend for the fixture without clearance from your club

Appendix 2 – Scope of the Return to Play Protocol

This protocol is to be applied when staging all FAW competition matches as follows;

- Cymru Premier League
- Welsh Premier Women's League
- JD Cymru North and South
- Ardal Leagues
- FAW Welsh Cup, Amateur Trophy, Women's Cup, Youth Cup
- Welsh Premier Development League and FAW Youth Leagues
- FAW Reserve League

Appendix 3 – Example Technical Area

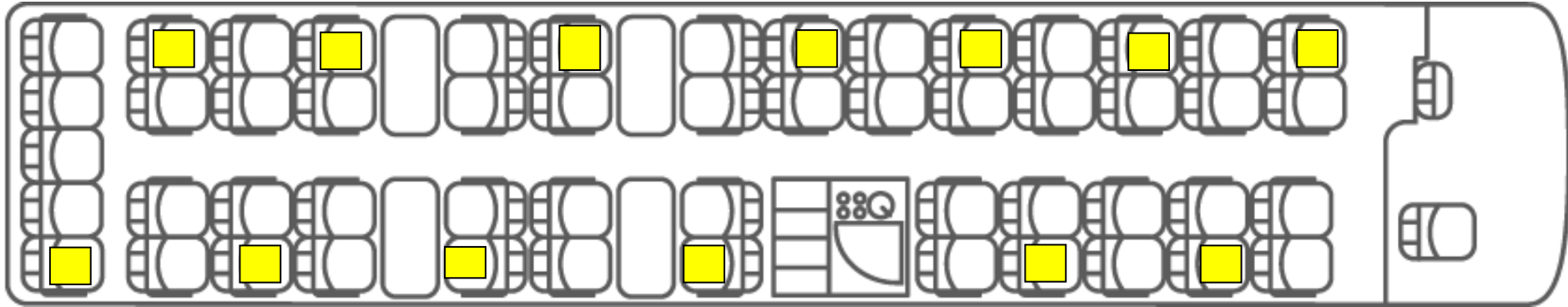
Example of substitute / technical seating arrangement – only **Red** seats to be used.



Appendix 4 - COVID-19 Operations Manual

[This can be viewed here](#)

Appendix 5 – Example 53-Seater Bus Seating Plan



Example of a seating plan for a 53-seater bus.