



## **GUIDANCE FOR MATCH COVID OFFICER FOR HOME FIXTURES - STEP 4**

**TO BE SENT TO YOUR DELEGATED MATCH COVID OFFICER**

Your Match Covid Officer must be informed prior to the fixture, as you would normally with a Match Day Delegate. They can fulfil both roles, and you can swap every match. This role is normally fulfilled by one of your parents;

The Match Covid Officer is responsible for ensuring that the following is setup before players and parents arrive:

1. Ensuring the Hand Sanitiser is setup pitch side
2. The laminated QR Code is next to it with the Pitch Location clearly marked with removable marker
3. That all Parents, Players, Officials, Referees are all checked into the Track and Trace App, before the start of play, per our normal procedure, using their devices. **THIS IS MANDATORY**
4. That the NHS QR Code sheet for your location is visible pitch side and available should anyone wish to check in to this system **IN ADDITION** to our track and trace system.
5. If anyone cannot check in using the app, the Match Covid Officer must check them in with their own device. In the event the QR code is not functioning they must take a manual record. If a manual record is taken this must be sent to Ian Woods straight after the game.

During the game, they are responsible for:

1. That parents/supporter stay in groups no more than 6 or two households.
2. That parents/supporters continue to social distance.

After the game, they are responsible for:

1. Ensuring the Manager has the Hand Sanitiser returned to him
2. Ensuring the Manager has the Laminated QR code returned to him

**PLEASE NOTE THE REFUSING TO CHECK IN FOR PARENTS AND PLAYERS WILL RESULT IN THAT PLAYER NOT BEING ABLE TO TAKE PART IN THE MATCH. THIS IS IN ACCORDANCE WITH FA AND GOVERNMENT GUIDANCE**