



Keith Football Club

Matchday Protocols – With Spectators Present

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## 1.1 – Covid Officer Details

Covid-19 Director Details	<ul style="list-style-type: none"> <li>• Andy Troup (Chairman)</li> <li>• 07500958405</li> <li>• Chairman@Keithfc.com</li> <li>• COVID officer to be in attendance at every match.</li> </ul>
Other Covid-19 Officers	<ul style="list-style-type: none"> <li>• Fiona Simpson – 07877 444 024</li> <li>• Charles Simpson – 07400 024 342</li> <li>• Michael Brown – 07583 439 627</li> </ul>

## 1.2 Covid-19 Pandemic-Specific Information with Particular Regard to Spectators

This section provides an initial summary of arrangements for spectators with further detail being provided in the relevant section of the matchday plan.

Communication - Pre Matchday - Spectators	<p>The club will use local media, social media and connections with supporter organisations to ensure that the big messages get across, especially regarding ticketing arrangements, temperature testing, the wearing of face masks and social distancing inside and outside grounds.</p> <p>It will also actively encourage all to download the Test and Protect App if they have not yet done so</p>
Communication – At Stadium Entry	<p>The club will have appropriate signage to ensure social distancing while people await entry to the stadium, and to remind them of social distancing and the wearing of face masks while inside the ground.</p> <p>Entry stewards will also inform spectators of the location of, and access to, toilet facilities.</p>
Communication – During Match	<p>The PA announcer will make regular announcements reminding all in attendance to maintain social distancing. These announcements are particularly important just before half time and to ensure distancing is maintained during exit from the stadium at full time.</p> <p>Clearly identifiable stewards will be deployed to monitor compliance and will communicate with spectators as necessary</p>
Stadium Capacity Limit	This plan covers arrangement for all matches which have a limit of

	300 spectators.
Ticketing	The club will utilise an admission by ticket only system with numbered tickets being issued. Contact details for the purchaser will be gathered at the point of sale.
Spectator Access - Screening	<p>On arrival at the gate, spectators will be temperature tested and, if the test result shows a temperature of more than 37.8C the person will be asked to move to an identified safe area. The person's temperature will be retested after a 10-minute interval and if still over 37.8C, access to the stadium will be denied and the individual asked to leave.</p> <p>On clearing through temperature testing, entry stewards will check tickets, verify identity, maintain any register of attendees and indicate the route to Green Zone Areas.</p>
Isolation Area	The club will have a readily identifiable isolation area, appropriately distanced from the point of entry, for any individual asked to wait there.
Spectator Access – Movement in Green Zone	The club will use a one-way system for spectator areas as far as any site limitation permits.

### 1.3 – Zoning within Stadium

RED & AMBER ZONES	<ul style="list-style-type: none"> <li>• Red Zone – All areas of pitch, dressing rooms on the ground floor of the stand. The walkway from Office Block to pitch included.</li> <li>• The front area of the main stand at pitch level will be occupied by extra players &amp; officials that are allowed in the red/amber area.</li> <li>• 24 club staff are permitted in the red zone. This is to include all playing and coaching staff and COVID officer/secretary.</li> <li>• The match officials (usually 3) are also permitted in the red/amber zone</li> <li>• Routing within zone is clearly marked throughout the ground.</li> <li>• Red &amp; Amber Zone is in activation 75 minutes before kick-off</li> <li>• There will be a steward at every ingress/egress point to the amber/red zone.</li> </ul>
GREEN ZONE	<ul style="list-style-type: none"> <li>• The top level of the stand will be used by both committee members of the home and away club using the seating marked out. This area will be accessed via the central stairway in the stand.</li> </ul>

	<ul style="list-style-type: none"> <li>• All other parts of stadium (Green Zone) used by spectators/non-match /media. Car parks are also to be included within this zone. This also includes the enclosure.</li> <li>• Routing within zone is clearly marked with different entrance points to different points of the ground.</li> <li>• All other club officials whether on or not on duty to remain within this zone.</li> <li>• Stewards to be located throughout the green zone at all ingress and egress points to the ground and also ensuring social distancing is maintained throughout the ground.</li> </ul>
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#### 1.4 – Playing Area

Goalposts, Corner Flags & Match Balls	To be sanitised by COVID officer prior to kick-off and at half time
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#### 1.5 – Home Team

Red/Amber Zone Register	Covid Officer Andy Troup to compile register of club staff who are to be within the Red/Amber zone
Medical Clearance	Andy Troup to confirm that all stated staff are free from Covid symptoms no later than 24 hours before match kick-off time
Social Distancing & Face Coverings	2 metre social distancing and the wearing of face coverings is mandatory for all persons at all time within the Red/Amber Zone unless playing.
Travel	Car sharing is not permitted under current regulations. Bus or cars to be parked in allocated spaces at back of stand.
Arrival at Stadium	<ul style="list-style-type: none"> <li>• Home team will arrive 105 minutes prior to kick-off.</li> <li>• Players to enter via back gate and head to Office Block area (Red Zone)</li> <li>• Form socially distanced queue outside</li> </ul>

	<p>Office Block entrance.</p> <ul style="list-style-type: none"> <li>• Temperature tested and noted on register prior to entry to stadium (If temperature found to be in excess of 37.8C asked to move to safe area (Office area inside door). Re-tested after 10 minutes. If still over 37.8C access to stadium to be denied and asked to leave)</li> <li>• All personnel should use hand sanitisation equipment provided prior to entering the stadium</li> <li>• Changing accommodation allocated in Hall area of Office Block and adjoining offices</li> <li>• Toilet facilities allocated in hall area of Office Block.</li> </ul>
Team lines	To be submitted to match referee and Away Club electronically no later than 30 minutes prior to kick-off. Home Club to provide wi-fi details to Away Club & Match Officials.
Match Arrangements	<ul style="list-style-type: none"> <li>• Through red zone marked area</li> <li>• Warm up in Balloch Road end of pitch</li> <li>• Technical area to adhere to social distancing rules.</li> <li>• Subs and additional critical staff in pitch level area in front of stand.</li> <li>• In the event of inclement weather, a designated area of the stand, separate from the central green zone will be accessed via the staircase at the west end of the stand.</li> <li>• Social Distancing to be maintained upon entering and leaving the pitch</li> <li>• No Pre-Match handshakes</li> <li>• No Post Match handshakes</li> </ul>
Exiting Stadium	Leaving via main gate to bus.

## 1.6 – Away Team

Home Club Protocols	To be supplied to away club no later than 48 hours prior to kick-off.
Red/Amber Zone Register	Club Secretary/Covid Officer to compile register of club staff who are to be within Red/Amber zone. To be submitted to home club no later than 24 hours prior to kick-off
Medical Clearance	Covid Officer to confirm that all stated staff are free from Covid symptoms no later than 24

	hours before match kick-off time. Confirmation submitted to home club no later than 24 hours prior to kick-off.
Social Distancing & Face Coverings	2 metre social distancing and the wearing of face coverings is mandatory for all persons at all times within the Red/Amber zone unless playing
Travel	Away team to indicate how they will be travelling to stadium in advance of matchday. Car sharing is not permitted under current regulations. Bus or cars to be parked in allocated spaces – away team in car park at back of stand.
Arrival at Stadium	<ul style="list-style-type: none"> <li>• Away team to arrive 90 minutes prior to kick-off.</li> <li>• Players/Management to all arrive by bus and they will be temperature checked on disembarkation from the bus</li> <li>• Players/Management to all arrive by bus, use the red zone path on the west side of the stand and enter by the front door.</li> <li>• If travelling by bus occupants should leave one at a time. If not form socially distanced queue outside stadium.</li> <li>• Temperature tested and noted on register prior to entry to stadium (If temperature found to be in excess of 37.8C asked to move to safe area. Re-tested after 10 minutes. If still over 37.8C access to stadium to be denied and asked to leave)</li> <li>• All personnel should use hand sanitisation equipment provided prior to entering the stadium.</li> <li>• Changing accommodation in main stand – home and away dressing rooms have been allocated. (No showers available under current guidelines)</li> <li>• Toilet facilities allocated</li> </ul>
Team lines	To be submitted to match referee and Home Club electronically no later than 30 minutes prior to kick-off
Match Arrangements	<ul style="list-style-type: none"> <li>• Access route to pitch via front of stand door and out onto pitch.</li> <li>• Designated warm up area in KBM End side of ground.</li> <li>• Technical area to adhere to social distancing rules</li> <li>• Subs and extra critical staff in east side</li> </ul>

	<p>of the stand at pitch level.</p> <ul style="list-style-type: none"> <li>• In the event of inclement weather, a designated area of the stand, separate from the central green zone will be accessed via the staircase at the east end of the stand.</li> <li>• Social distancing to be maintained upon entry and exit to pitch</li> <li>• No Pre-Match handshakes</li> <li>• No Post Match handshakes</li> </ul>
Exiting Stadium	Away team will exit the main door of the Stand and to their bus from there.

## 1.7 – Match Officials

Home Club Protocols	To be supplied to away club no later than 48 hours prior to kick-off
Red/Amber Zone Register	Club Secretary/Covid Officer to compile register of Match Officials who are to be within Red/Amber zone.
Medical Clearance	Match Officials to confirm to Home Club Covid Officer that they are free from Covid symptoms no later than 24 hours before match kick-off time.
Social Distancing & Face Coverings	2 metre social distancing and the wearing of face coverings is mandatory for all persons at all times within the Red/Amber zone unless on pitch
Travel	Match Officials to indicate how they will be travelling to stadium. Car sharing is not permitted under current regulations. Cars to be parked in allocated spaces.
Arrival at Stadium	<ul style="list-style-type: none"> <li>• Match officials to arrive 75mins prior to kick-off.</li> <li>• Match officials will enter via the back door of the stand and be temperature checked before making their way to the dressing room</li> <li>• Temperature tested and noted on register prior to entry to stadium (If temperature found to be in excess of 37.8C asked to move to safe area. Re-tested after 10 minutes. If still over 37.8C access to stadium to be denied and asked to leave)</li> <li>• All personnel should use hand sanitisation equipment provided prior to entering the stadium.</li> </ul>



	<ul style="list-style-type: none"> <li>• Changing accommodation allocated in referee changing room. (No showers available under current guidelines)</li> <li>• Toilet facilities allocated</li> </ul>
Match Arrangements	<ul style="list-style-type: none"> <li>• Access route to pitch via side door of stand and out between dugouts.</li> <li>• Designated warm up area – central section of pitch</li> <li>• No Pre-Match handshakes</li> <li>• No Post Match handshakes</li> </ul>
Exiting Stadium	Match officials will exit via the main gate back to their vehicles.

## 1.8 – Media

Home Club Protocols	To be supplied to attending media no later than 48 hours prior to kick-off
Accommodation	Area will be within upper stand area Green Zone. Press area where wifi will also be available. Media personnel are to use the toilets by the internal stand stairs.
Green Zone Register	Media to confirm attendance no later than 24 hours prior to kick-off to allow Covid 19 Officer to compile register.
Medical Clearance	Media attendees to confirm Covid free to home club Covid officer no later than 24 hours prior to kick-off.
Social Distancing & Face Coverings	2 metre social distancing and the wearing of face coverings is mandatory for all persons at all times within the stadium.
Travel	Media attendees to indicate how they will be travelling to stadium. Car sharing is not permitted under current regulations. Cars to be parked in allocated spaces if spaces are available,
Arrival at Stadium	<ul style="list-style-type: none"> <li>• Media to arrive no more than 60 minutes prior to kick-off without prior arrangement.</li> <li>• Media personnel will enter via the rear door of the main stand and use green zone access and seating.</li> <li>• Temperature tested and noted on register prior to entry to stadium (If temperature found to be in excess of 37.8C asked to move to safe area. Re-tested after 10 minutes. If still over</li> </ul>

	<p>37.8C access to stadium to be denied and asked to leave)</p> <ul style="list-style-type: none"> <li>• All personnel should use hand sanitisation equipment provided prior to entering the stadium.</li> <li>• Accommodation allocated.</li> <li>• Toilet facilities allocated</li> </ul>
Exiting Stadium	Media personnel will exit via the brown gate they entered.

## 1.9 – Spectators

For the purposes of clarity of application, a spectator is defined as a person who attends a match in a non-official capacity, i.e. those who are neither match critical nor listed on the Club's Official Return. Those defined as match critical are players, technical staff, match officials, first aid staff and the Club Official with Red & Amber Zone clearance. Others who are listed on the Club's Official Return must be accommodated within the Green Zone. It is recommended that Home Club Officials in the Green Zone are clearly identified & take an active role in supporting Covid-19 regulatory compliance.

Home Club Protocols	Our protocols will be available on the club website, social media channels and paper copy available from the Club COVID officer.
Attendees	It should be stated that any attendees (with the exception of Club Staff & Officials) should be from the local area as defined by the Scottish Government from time to time.
Accommodation	Will be within Green Zone.
Stand Seating	None available.
Ticketing/Max Attendees	Tickets must be purchased prior to the match either on fanbase or by using contactless payment at the gate. All fans are to have acquired tickets prior to the match for track and trace purposes. 300 tickets will be made available with 200 through fanbase and 100 available at the game by contactless payment only. No cash is to be accepted. A record of all contactless payment attendees to be kept to ensure number of fans stays below max Scottish Gov limit of 300 fans.
Green Zone Register	Register to be maintained of all those who have attended match. Either through fanbase or manual track & trace.
Social Distancing & Face Coverings	2 metre social distancing and the wearing of face coverings is mandatory at all times within

	the Stadium
Travel	Car parking is available on a first come first serve basis with all involved in match having priority.
Arrival at Stadium	<ul style="list-style-type: none"> <li>• Spectators can enter from 45 minutes prior to kick off.</li> <li>• Fans will enter via main gates, digital ticket to be presented/ card payment made then temperature checked prior to entry.</li> <li>• Clear signage available outwith &amp; within stadium.</li> <li>• Temperature tested and noted on register prior to entry to stadium (If temperature found to be in excess of 37.8C asked to move to safe area. Re-tested after 10 minutes. If still over 37.8C access to stadium to be denied and asked to leave)</li> <li>• All personnel should use hand sanitisation equipment provided prior to entering the Stadium</li> <li>• Enclosure and all Green zone areas.</li> <li>• Toilet facilities allocated to right of turnstile</li> </ul>
Spectator Circulation	Spectators will enter via the main gates at Balloch Road. They can locate themselves in any green zone area which will be clearly marked.
Tea Bar and Other Concessions	These to be remain closed under current guidelines
Exiting Stadium	Supporters to exit via the big gate that will be opened 10 minutes prior to the end of the match.

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