



COVID-19 OFFICER

DESCRIPTION OF ROLE AND RESPONSIBILITIES

The club committee must appoint a COVID-19 Officer. To assist clubs in appointing the right and most appropriately skilled person for this role, below is a list of the responsibilities for your COVID-19 Officer...

- The COVID-19 Officer will be the key implementer and central point of contact for all matters COVID-19 for the club.
- The Officer will fulfil the role of liaising with other clubs, associations, local and National Sporting Organisations and other relevant stakeholders in relation to your organisation's response to COVID-19.
- They will oversee the implementation of the WRL 'return to play (RTP) strategy'.

ACTIONS

- Be proficient on the WRL RTP strategy and action plan.
- Ensure all COVID-19 Wardens are proficient on RTP strategy and action plan.
- Undertake risk assessments and ensure that COVID-19 Wardens complete and submit the risk assessment to Mark Jones at mark.jones@walesrugbyleague.co.uk.
- Document justifications for not undertaking particular actions.
- Periodically review the adherence to, and practical functionality of each element of the RTP strategy and amend, update or improve as necessary.
- Advise committee on the adherence and practical functionality of the RTP strategy.
- Seek assistance and advice where required.
- Assist your club (operationally) to safely ramp up preparations for the next phase (adapted contact training).
- Act as the contact point for your organisation's members and participants, particularly around questions relating to return to play and the actions your club has taken to mitigate the risk of COVID-19 transmission.
- Act as the contact point for the WRL.

Key Contacts

Medical

Richard Lawrance - Chief Medical Officer

Mobile 07913 894247

Operational

Gareth Kear - Chief Executive Officer

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Mark Jones - National Development Manager

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