

COVID-19 Guidelines

We have worked closely with our insurers on our previous guidance for clubs, and following the confirmation that Step 2 will come in to effect on the 12th April.

This means, indoor leisure and sports facilities will be able to *“reopen for individual exercise, or exercise with your household or support bubble and all childcare and supervised activities will be allowed indoors (as well as outdoors) for all children. Parent and child groups can take place indoors (as well as outdoors) for up to 15 people (children under 5 will not be counted in this number).”*

There have been some changes to the guidance issued previously and we have updated our guidance accordingly.

These guidelines do not overrule national and local government guidance and you must continue to follow those when it comes to being able to re-open.

Prepare your club

- Carry out risk assessments directly addressing the risks associated with COVID-19, so that sensible measures can be put in place to minimise the risks, to participants, staff and visitors. You should share the results of your assessment with your team, and those who may be visiting your club (*e.g. via website or email*). This will help them to feel confident in the measures you've put in place.
- If your premises allow, have a separate entrance and exit and establish a one-way system around the building.
- If you are unable to have a separate entrance and exit, you should designate any area outside for drop-off and collection of gymnasts (*shelter may be required to protect from bad weather*). If this is not possible drop-off and collections should be staggered.
- If your club runs from a shared venue, you must discuss what measures have been put in place by the venue, (*e.g. measures put in for cleaning between the different groups using it and who is responsible*).
- A hand sanitiser station should be set up at the entrance with either 60% alcohol-based hand sanitiser or sinks with soap and water.
- Posters should be placed both at the entrance and around the club to remind those on site of the new guidance relating to social distancing, encouraging thorough hand washing with soap and running water for 20 seconds etc.
- Physical guides such as tape or stickers should be used on the ground to help people remain at least 2 meters apart.
- A modified cleaning schedule should be implemented to include the existing cleaning routine, but also enhanced cleaning of high use areas, which must be conducted throughout the day (*e.g. busy areas, equipment both shared and others, frequently used items such as door handles, handrails, tables, chairs and other surface areas*). You must ensure that no residue from the cleaning products are left on the surfaces as this may cause an allergic reaction or someone may ingest chemicals
- A limit on the number of people using the toilet at any one time should be implemented and, where possible, you should avoid different groups using the same facilities at the same time.

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- Where possible hand sanitiser should be provided around the club (*this should be at least 60% alcohol-based*).
- There should be an adequate supply of hand sanitiser (*this should be at least 60% alcohol-based*), or soap and water along with paper towels and tissues at hand washing stations (*towels and tissues are preferred as electrical hand dryers could spread the virus*).
- Cleaning materials must be stored correctly to avoid any contamination or harm.
- Where possible, avoid the use of air-conditioning systems. Preferably you should have windows and doors open to allow for sufficient air flow. (*Appropriate measures must be taken if doors are open with children present*).
- Disposable disinfectant wipes and/or disinfectant spray with disposable cloths should be available to wipe down surfaces around the club.
- Waste bins should be available around the club.
- Identify an area of the club which can be used to quarantine someone if they develop symptoms whilst on site. If possible, this should be a room with a window which can be opened, where they can be isolated behind a closed door, depending on their age and with appropriate supervision. If a closed off room is not possible, an area which is can be at least 2-meters away from other people should be set up.
- Move equipment as necessary so that there is 2-meter distance between apparatus. Where possible it may be suitable to install physical barriers to separate areas. Equipment that is not to be used should be clearly indicated as such.
- Staff must be trained on the new procedures implemented.
- If you have non-essential amenities such as magazines/books this must be removed to avoid cross-contamination

Prepare your classes

- Under step 2 of the roadmap for England, class sizes for under 18s should be limited to 15 participants.
- Clubs must follow social distancing guidelines and have suitable air flow within the area.
- Clubs must also not exceed the Participant Ratio rules set by the insurers.
- If your club is running more than one session at a time, they must be sufficiently spaced and equipment must not be shared between groups without being cleaned and disinfected first.
- Those attending should be kept in consistent classes and not move between groups.
- When determining classes, where they live should be considered, to limit the spread of the virus.
- Those in classes must maintain social distancing
- An altered timetable should be implemented to stagger classes so the number of people on site at any one time is reduced (*this includes coaches and participants*).
- At least 15 minutes should be given between classes to allow thorough cleaning and sanitisation of equipment used during the class.
- Drop-in sessions should be removed the timetable and those attending must pre-book their classes.

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Staff and Visitors

- Anyone who is sick or exhibiting symptoms of COVID-19 or has tested positive must follow the government guidance and quarantine for 14 days.
- Where possible, a member of staff wearing a facemask should be posted at the entrance to safely carry out temperature checks on those entering the club. Ideally this should be conducted in a shaded or indoor area. If someone has a temperature of 37.8 °C or higher they should not be allowed to enter the club.
- Make sure all contact information is up to date for staff and gymnasts including emergency contact information.
- Staff and visitors should only use public transport to when traveling to and from the club if absolutely necessary.
- Parents are encouraged to limit the number of settings children attend as far as possible, and ideally to ensure their children attend the same setting consistently.
- In the event someone develops symptoms during their visit, they must:
 - Move to the quarantine area and remain there until their emergency contact arrives to collect them. The person supervising should wear PPE if they are unable to maintain a distance of 2-meters.
 - leave immediately if they have their own transport and return home.
 - If they need to go to the toilet whilst waiting to be collected, where possible, they should use a separate toilet. This should then be cleaned and disinfected before being used by anyone else.
 - avoid touching anything and wash their hand regularly.
 - If they cough or sneeze this should be done in to a tissue and put straight in a bin, or if they do not have a tissue, into the crook of their elbow.
- Anyone who has been in contact with sick person, does not need to leave unless they also develop symptoms unless the person with symptoms test positive. They must however wash their hands thoroughly.
- Any areas used by the sick person must be closed off and not used until the area(s) have been cleaned and disinfected.
- Anyone who exhibits COVID-19 symptoms should be sent home and self-isolate for 7 days and book a test. Their fellow household members should self-isolate for 14 days.
- If someone tests negative and is feeling better, they can return to the club and their household members can end their self-isolation.
- If someone tests negative, but is unwell, they should not return until they have recovered.
- If someone tests positive, the NHS Test & Trace will speak directly with those they have been contact with. This may mean they also have to self-isolate for 14 days.
- If a member of staff has come in contact with someone who has tested positive with COVID-19 they must follow the government guidance and quarantine for 14 days.
- Anyone who is considered to be at risk, or lives with someone considered to be at risk should not attend the club.
- Anyone exhibiting symptoms/living with symptoms or has a confirmed case of COVID-19 should not attend the club until their quarantine has finished or they are no longer showing symptoms.
- Anyone visiting, should wear a facemask when in the club. Gymnasts do not need to

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wear face masks during class, however if parents want their child to wear a mask they can do.

Once your club is open

- Each person entering the club should be given a briefing on the new measures.
- If you are having gymnasts dropped-off and collected outside, a coach must meet the gymnast at the drop-off and collection point. Ideally this should be the coach running the class, to limit the number of people who may be exposed.
- Staff and gymnasts must arrive ready for classes and are not to change on site.
- Spectators are not currently permitted in any indoor or outdoor sport facility. This does not apply to carers for people with disabilities, or adults needed to supervise under 18s in a safeguarding role. Where it is necessary for them to be present, supervising adults should not mix with others from outside their household or support bubble.
- During classes, coaches and participants must maintain at least a 2-meter distance.
- Staff and gymnasts who bring their own items with them (*e.g. a towel*) must not share these with other people
- Equipment must be disinfected after use, with disinfecting wipes and/or suitable disinfectant and disposable cloths.
- Where possible staff should avoid sharing workstations. If this is not possible, workstations should be cleaned and disinfected before and after use.
- Promote safe hygiene practices, by regular hand washing and either using a tissue or the inside of your elbow for coughing or sneezing.
- Those visiting should be encouraged to bring personal disinfectant wipes etc. to the club if they wish.
- Visitor contact data must be collected (*arrival and departure time, class they attended/ person they met with, contact information if that is not already held*). This is to ensure that contact tracing can be carried out in the event a positive case is found.
- It is recommended that clubs display the NHS test and trace QR code for their venue to allow people to check-in via the app.
- Clubs which have food services on site, must adhere to all relevant food safety and guidelines for Restaurants, Bars and Cafes.

Safeguarding and wellbeing of children in your club

With the Covid-19 pandemic and resulting lockdown on the nation, it may have caused mental health and/or wellbeing difficulties for children and adults. It is important that everyone is aware of the safeguarding issues that can put children at risk.

Safeguarding

If issues around the safeguarding of children come to light, they should be addressed and reported in the normal way through clubs safeguarding and welfare officer, and the local safeguarding services.

Barnardo's have recently launched "See, Hear, respond" service, which is a programme created to help children and young people in England who are experiencing harm and

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increased adversity during lockdown by providing support to those who are not being seen by schools or other key agencies.

Mental Health & Wellbeing

With the ongoing pandemic, and recent events surrounding lockdown, people may have found the long period at home difficult, some may have developed anxieties related to the virus, and some may have experienced the loss of a friend or loved one. It is essential that we support the mental health of those taking part in the sport.