

COVID Risk Management Plan for Track and Field training at Hillingdon stadium

Updated 1st August 2020

Objective: To comply with regulations and guidance issued by the UK Government, London Borough of Hillingdon Council, England Athletics and Hillingdon Athletics Stadium track operator, Better Than (GLL) to help ensure the safety of athletes, volunteers and other stakeholders.

Applies to: Hillingdon AC athletes and their parents and guardians, coaches, officials, volunteers and Club officers

Background

As a Club, our policies and guidelines for athletes and coaches' return to activity aim to comply fully with EA guidance <https://www.englandathletics.org/athletics-and-running/news/guidance-update-for-restricted-return-to-activity-for-coaches-leaders-athletes-runners-and-facilities-step-3/>

Below, are critical measures. It is important that we adhere to these to ensure we provide a safe environment for our athletes and coaches, and are covered by insurance provided by EA.

Policies for athletes, parents and guardians

1. Parents and guardians must provide consent for their children to recommence training. Coaches will provide copies of relevant risk assessments on request.
2. Runners should not attend training if they have symptoms of COVID 19- that is a high temperature, a new persistent cough or a loss/ change to your sense of taste or smell
3. Athletes who are self-isolating should not take part in group sessions, whilst those shielding should follow current Government guidance.
4. If you have been asked to isolate by NHS Track and Trace because you are a contact of a known COVID-19 case you may not attend training sessions.
5. Any athlete with a health condition should follow the advice from their doctor and government guidelines.
6. Any health conditions should be known to their coach, with medication given to the coach in case required.
7. Any member or participant who has attended a session and subsequently tested positive for COVID should complete the UKA COVID-19 tracking form available at <https://www.uka.org.uk/governance/health-safety/covid-19-form/>
8. Junior athletes must be pre registered on Sportlyzer and confirm acceptance of this plan before attending a training session.
9. Adult members not on Sportlyzer will receive an e-mail week commencing 10th August with a link to the Club COVID plans posted on the club website.
10. Athletes, parents, guardians must agree to athletes records, including attendance, being stored and shared as required to comply with UK Government regulations regarding 'track and trace'.
11. Athletes should make their own way to the Facility, avoiding public transport and car sharing where possible.

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12. Athletes should arrive on time for their training. Athletes arriving late may not be allowed into the facility.
13. At their first session on returning to the facility, athletes will be required to pay upfront Facility access for planned coaching sessions up until the end of August. Payment must be made by card. Cash will not be accepted.
14. Coaches and leaders, along with athletes and runners, should ensure they are prepared and have planned for circumstances where injuries or other accidents occur, and they have mitigating procedures and plans in place to resolve the issue while maintaining all government guidance. This will include, but is not limited to, the carrying of face masks.
15. Athletes, parents and guardians should not congregate in groups outside the Facility.
16. Parents and guardians should not attempt to enter the facility unless they are performing a defined volunteering role.

17. Athletes must not enter the Facility until they are asked by a Club volunteer, coach or official.
18. Athletes must leave the Facility immediately when asked to do so by a Club volunteer, coach or official.
19. Toilets will not be available either on arrival or on leaving the track facility. Toilets are available for use at the Leisure Centre.
20. Athletes advised to bring own water bottle, due to water fountain being closed.
21. Athletes must ensure that social distancing rules are observed 'on and off' the field of play. Our policy is to keep a minimum distance of 2m between individuals
22. Athletes must follow sanitisation and cleaning instructions both for themselves and equipment they use. Athletes may be asked to wipe clean equipment before and after use. Wipes will be provided.
23. Coats, clothing and bags must be stored in the designated location and collected on instruction from volunteers/coaches.
24. Athletes advised to bring own equipment where possible.
25. Athletes must not share instruments and training aids during a session.
26. Athletes must adhere to track discipline code on display and follow coach instructions e.g. stick to lane, no overtaking, maintaining social distance.
27. Athletes are not allowed to spit anywhere inside the Facility.

General Club policies and policies for coaches, officials and volunteers

1. Athletes within England can meet outside in unlimited numbers if the activity is taking place within a COVID secure environment (Appendix one). An individual coach/leader can carry out an activity with up to twelve runners and then coach/lead another group of twelve runners after the conclusion of the first session. A time buffer is required between sessions to enable social distancing. Young people under age 18 should be coached in groups of no more than 15 (not including the coach/ leader). If there are more than 12 runners in any group irrespective of age two coaches will be required to maintain the 1:12 coach/ leader ratio.

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2. Where a COVID secure environment is not in place or until the club is satisfied that they are able to provide a COVID secure environment we will continue to restrict groups to six runners, or five runners plus one qualified coach for small group training/coaching.
3. All group exercise must be done in adherence with the government's guidelines- maintaining 2 metre social distancing.
4. A risk assessment must be filled out by each coach before a session takes place (see below for more guidance and the link to generic example).
5. Once track venues open jumps are permitted, and equipment hygiene procedures should be followed.
6. Public health guidance should be adhered to in relation to regular hand cleansing.
7. Coaches with minors in their group (under 18) or vulnerable adults should ensure they adhere to the normal EA guidance e.g. avoiding being alone with a single under 18 etc.
8. Additionally, coaches must all have up to date valid coaching licences and should coach within the specific qualification boundaries, to ensure that all coached sessions are covered by insurance.
9. A qualified first aider will be available at every training session. First aid facilities will also be available.
10. For jumps, the landing pit is fully cleaned by turning and raking of the sand before and after each individual athlete/user.
11. Equipment such as rakes and measuring tapes should be managed by dedicated individuals for a particular session.

Risk Assessment

1. Each coach needs to fill out a risk assessment. A number of our coaches use different venues for their sessions. A general example of a risk assessment is attached and this can be adapted by coaches but some event specific templates can also be accessed at the following link: <https://www.uka.org.uk/governance/health-safety/risk-assessments/>
2. If in each venue used by a coach, they are undertaking a similar type of session, then it is reasonable to complete a single risk assessment for that type of venue to cover your weekly sessions e.g track, road, off road. If a specific venue carries unique risks an individual risk assessment for that particular venue will need to be submitted. If coaches conduct different types of sessions at the same venue e.g. one for throwers and one for sprinters, then a separate risk assessment should be completed for each session type.
3. Please ensure that you complete your risk assessment in advance of the session, and forward it to the relevant COVID 19 co-ordinator at least 48 hours prior to the session.

Definitions

Facility: Hillingdon Athletics Stadium

EA: England Athletics

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APPENDIX ONE: Key requirements for a COVID 19 secure environment.

1. COVID-19 coordinator is in place.
2. A venue/ environment must develop a COVID action plan and risk assessment
 - a. A COVID secure environment can be any environment. It could be a track, indoor sports hall (25th July onwards), open space, such as a park, fell, trail or road.
 - b. An action plan is a document that outlines the process you are following to make your venue and activity COVID secure, and would detail information such as the owner (COVID Coordinator), risk assessments, tracking protocol and communication plans with all members and participants.
3. All activity must comply with Government guidance around social distancing before, during and after activity.
4. All clubs and coaches and event providers must capture pre-activity health questionnaires, including participant contact details which can be shared upon request with the government's Track and Trace initiative a. This could be through existing club membership forms, the RunTogether platform, updates to booking forms or sign in processes which we would advise all members complete on a regular basis anyway. b. As part of the club COVID action plan you should ensure any member or participant who has attended a session and subsequently tested positive for COVID completes the UKA COVID-19 tracking form
5. Clubs, coaches, and event managers must ensure everyone at the session maintains good hygiene and that provisions are in place to allow for this.
6. Sessions that include children and young people under the age of 18 should be meticulously planned to ensure their needs are catered for. Young people sessions should have no more than 15 athletes in attendance. If there are more than 12 young people in any group you will need at least 2 coaches/ leaders to meet 1:12 coach/ leader ratio. See more information on planning sessions for young people here on the Department for Education website.

Club Executive approval of this plan -3rd August 2020.

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