

Helping Clubs Return To Play



Covid-19 Safety plan for the return to play

Effective from:

Club Details:	
Club Name:	
Club Address:	
Insurance Provider:	
Local MBC (Members Borough Council)	
Safety Plan Completed By:	
In Alignment With:	Coronavirus (COVID-19): Grassroots sports guidance for safe provision including team sport, contact combat sport and organised sport events

REQUIREMENTS FOR CLUBS: Requirements for your club and the actions you will put in place to keep your members, staff, volunteers & visitors safe.

Wellbeing of Staff and Visitors	
Requirements	Actions
Exclude volunteers, parents/carers and participants who are unwell	<p>Prior to participating in or attending any Martial Art, we have advised all members, parents/carers and other Association/Club members they must not attend training or events, if in the past 14 days if they have:</p> <ul style="list-style-type: none"> • been unwell or had any flu-like symptoms, or • been in contact with a known or suspected case of COVID-19, or • any sudden loss of smell or loss of taste, or • are at a high risk from a health perspective, including the elderly and those with pre-existing medical health conditions. <p>We have advised that they should check the Government website for advice regarding the full list of symptoms associated with COVID-19 infection: Click Here</p>

Provide volunteers with information and training on COVID-19, including when to get tested, physical distancing and cleaning, and how to manage a sick visitor	We have worked with Kickboxing England to promote and encourage the use of the following resources and websites in order to obtain accurate information: <ul style="list-style-type: none"> • Government Department of Health: Link • Sport England Link • World Health Organisation: Link • World Kickboxing Organisation: Link
Make staff aware of their leave entitlements if they are sick or required to self-isolate	All in attendance members, staff, visitors and volunteers, we have made them aware of the above mentioned symptoms and advised that they should stay away from the Club or Events Venue and self-isolate if they experience any symptoms.
Display conditions of entry (website, social media, facility entry)	We will display signage, posters, distribute and “share” information about COVID-19 across our social media platforms and at appropriate locations around the centre/venue In conjunction with WKO have developed and promoted amongst our members and stakeholders, a range of resources on COVID-19. These can be downloaded here: Free Covid-19 Resources

Wellbeing of Members, Staff and Visitors

Requirements	Actions
If hiring the facility, consult with the owners/operators to address these requirements to understand what measures may already be in place	We continue to liaise and work with all stakeholders we are involved with, such as local schools to comply with any specific requirements they or we may have. We have determined physical distancing protocols to be used within shared spaces (e.g. canteen, change rooms, toilets, and spectator viewing areas), and where appropriate, have clearly marked with tape and/or signage. We continue to encourage individuals to be respectful of shared space, minimise time spent in these areas and observe physical distancing measures. When we conduct our operations, we commit to implementing hygiene and social distancing measures including: <ul style="list-style-type: none"> • marking social distancing for queues • having hand sanitiser at point of sale • providing gloves for members, staff, parents & volunteers; and • displaying hand washing directions above sinks
Take all reasonable steps to minimise the number of members, staff, visitors and volunteers attending our centre	We will advise and encourage members, staff, visitors and volunteers to be limited to 1 person per 100sqm while ever social distancing is still required.
Ventilation	We will ensure our centre and areas within it are well ventilated. We will where possible always ensure there is good air flow at all times to minimise the risk of infections being transmitted from poor air quality.

Social Distancing	
Requirements	Actions
Ensure the number of people in a facility does not exceed one person per 100sqft (members, staff, visitors and volunteers)	<p>We have reviewed and considered the number of participants and classes on the facility to minimise the number of attendees in/on the facility at any one time.</p> <p>With change rooms we will ensure a minimum of 2 metres between each person. Where possible, we will mark seats with signage/masking tape and if necessary, provide additional seating.</p> <p>Where additional seating is made up of moveable chairs, we will position them, so they are at least 2 metres apart. Further, we will place signage in technical areas promoting social distancing and reposition the chairs at the required distance between all in attendance.</p>
Ensure all staff and members adhere to the contact guidelines relevant to Phase of the return to play we are in	<p>The phases are defined as follows (more information on the specific activity permitted and the precautions required can be found below):</p> <ul style="list-style-type: none"> • Phase 0 (non-contact, socially distanced activity only e.g. bag work) • Phase 1 (return to equipment training e.g. pad work) • Phase 2 (return to contact training e.g. sparring) • Phase 3 (return to competition) <p>All phases must follow all guidelines on social distancing and hygiene.</p>
Minimise co-mingling of participants from different classes and timeslots where possible	<p>We will schedule classes and arrange training days and times to minimise contact, cross-over and avoid unnecessary gatherings of members, family members and volunteers.</p> <p>We will schedule time between training sessions where possible, to enable all attendees to arrive and exit the facility safely, with minimal contact with others.</p> <p>We will communicate with members and team staff to encourage personal equipment and bags are arranged to maintain physical distancing of participants (2 metres) and separation between teams/groups. When necessary, we have identified separate entry and exit points to the facility via signage and communicated this to participants and parents/carers.</p>
Ensure any spectators comply with 2 metres social distancing where practical, such as through staggered seating. People who live in the same household are not required to distance. Have strategies in place to prevent spectators	<p>Parents/spectators may attend training. We will take the necessary precautions to minimise the risk of transmission including the dispersion of spectators around the perimeter of the centre and across a range of viewing areas, and designating the use of specific seats/areas that meet physical distancing requirements and erecting signage to advise.</p>

from different games and timeslots comingling	We will encourage members and spectators to leave the facility as soon as possible following the conclusion of their training.
Have strategies in place to manage gatherings that may occur immediately outside the premises, such as with drop off and pick up zones or staggered start/finish times	We will stagger arrival and/or departure times where possible for different groups and teams, and within the constraints of the venue, manage entry and exit points to allow a seamless flow of members/coaching staff and parents/attendees through the facility to limit the risk of overlap and congestion.
Reduce crowding wherever possible and promote physical distancing with markers on the floor	<p>We will promote and communicate the importance of social distancing of 2 metres between spectators (e.g. parents/carers).</p> <p>This will be done through marked seating, social media, direct communication, and signage. We will indicate the number of people that can occupy indoor spaces in accordance with the 100sqft guideline including toilets, change rooms, canteens, Association/Club rooms etc.</p>
Ensure communal facilities such as showers, change rooms and lockers have strategies in place to reduce crowding and promote physical distancing	<p>We will limit the use of change rooms, wet or inside areas to essential use only and clean these spaces regularly.</p> <p>We will indicate the number of people that can occupy indoor spaces in accordance with the 100sqft guideline including toilets, change rooms, canteens etc.</p> <p>Toilets will be open for public use and will display clear signage to indicate the recommended number of people entering (dependent on the space of the amenities).</p>
Where practical, stagger the use of communal facilities. Strongly encourage participants to shower/change at home where possible	We will limit the use of change rooms, wet or inside areas to essential use only and clean regularly. We will encourage all participants to shower/change at home
Use telephone or video platforms for essential staff meetings where practical:	<p>Where possible, we will conduct Team meetings via virtual meeting platforms such as Zoom, Teams etc. in place of face-to-face meetings.</p> <p>We will encourage the local Clubs to do the same. If we need to meet face-to-face, we will keep the time to a minimum, implement social distancing requirements by ensuring maximum room allowances are not exceeded and ask participants sit more than 2m apart.</p>
Review regular business deliveries and request contactless delivery and invoicing where practical	Ensure all suppliers complete contactless deliveries to the Club and electronic invoicing where practical.

Hygiene and Cleaning

Requirements	Actions
Adopt good hand hygiene practices	<p>We will wipe down key spaces, surfaces and objects (such as benches, door handles, keys etc regularly). Further we will:</p> <ul style="list-style-type: none"> • Ensure that all members will sanitise their own space at the facility. This will also occur prior and after their allocated training. • Ensure all member follow the Centre & Equipment Hygiene protocols as per the Training, Hygiene Sanitation Protocols • Promote and provide hand washing guidance to all participants and volunteers • Promote regular and thorough hand washing by volunteers and participants • Provide sanitising hand rub within the facility and refill regularly • Replace/refill soap in toilets regularly, Place bins around the facility.
Ensure hand sanitiser is accessible at the facility entry and throughout the facility	<p>We will encourage member, staff, volunteers, and/or their parents/carers to always carry personal hand sanitiser to enable good personal hygiene, but also ensure its provided within our centre.</p>
Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers. Consider providing visual aids above hand wash basins to support effective hand washing	<p>We will:</p> <ul style="list-style-type: none"> • Refill soap in toilets regularly. • Refill paper towel dispensers in toilets when required. • Place bins around the facility. <p>We will promote and provide hand washing guidance to all participants and volunteers, and display hand washing guidance in all toilets, change rooms and canteens within our facility. We will ensure the Handwashing signage and soap is available.</p>
Encourage participants to bring their own water bottle, snacks/orange slices and sweat towels. Avoid shared food and drinks	<p>We will advise that all participants are to provide their own clearly labelled drink bottle for their use only.</p> <p>We will regularly communicate to all participants the importance of not sharing any food or drinks. We will not provide any communal drinks or food for players such as drink containers, packets of lollies, fruit etc.</p>
Clean areas used for high intensity sports with detergent and disinfectant after each use	<p>The staff and participants will clean frequently used spaces, surfaces and objects regularly during and after training</p>
Reduce sharing of equipment where practical and ensure these are cleaned with	<p>Where possible no sharing of any equipment between players including; gloves, head guards. If shared, the following protocols should be implemented:</p>

<p>detergent and disinfectant between use</p>	<ul style="list-style-type: none"> • Pads: if shared, the hand opening and face needs to be wiped between each use • Head guards: if shared, enough helmets to have one spare – participants to wear their club hat/visor underneath as an added barrier – dedicated person to clean each communal head guard as it is used. <p>It is recommended that there is no spitting, no chewing gum, no food is to be in the centre – this includes lollies, oranges etc. All personal belongings to be stored in bags (e.g. jumpers once removed to be placed into their own bag) – not left lying around.</p> <p>We will encourage the allocation of a dedicated person for each class (Manager or other) to remind the participants to be diligent with their hygiene each time they enter and exits the centre.</p> <p>Process for Equipment Usage & Sanitation</p> <ul style="list-style-type: none"> • A dedicated person from each class will maintain the equipment sanitation protocol. This would ideally be the Instructor. • All participants to be diligent with their hand hygiene and clean regularly throughout classes with wipes, sanitiser, soap etc. Prior to class and during class and changeover. • At the commencement of the class as all training areas will be sanitised
<p>Ensure there is accessible detergent/disinfectant and gloves for visitors to use, should they wish</p>	<p>We will make soap or disinfectant/sanitiser available in common areas for access.</p>
<p>Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers’ instructions</p>	<p>We will store sanitisers, disinfectant solutions and detergents appropriately and use in accordance with the manufacturer’s instructions.</p>
<p>Staff are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water</p>	<p>We will encourage volunteers and staff to wear gloves when cleaning and wash their hands thoroughly before and after with soap and water.</p>
<p>Encourage contactless payment options</p>	<p>We will encourage appropriate food/beverage and cash handling arrangements are in place including the use of correct monetary value to minimise contact and where possible, we encourage contactless electronic payment.</p>

Record Keeping (Track & Trace)

Requirements	Actions
<p>Keep a record of name and a mobile number or email address for all staff, volunteers, participants, spectators and contractors attending community sports activities for a period of at least 28 days.</p> <p>Ensure records are used only for the purposes of tracing COVID19 infections and are stored confidentially and securely</p>	<p>All members, coaches, team management, and volunteers are required to register and provide contact details through our Online registration system.</p> <p>For the purposes of contact tracing, accompanying parents/carers will be able to be contacted through the relevant participants' mandatory online registration.</p> <p>We encourage all our members to have the NHS Track & Trace App</p>
<p>Make your staff and volunteers aware of the NHS Track & Trace App and its benefits to support contact tracing if required</p>	<p>To fight against COVID-19, we support the NHS Track & Trace App and has strongly encouraged all members of the club & community to get behind this initiative.</p> <p>We have encouraged members of our Association/Club to download the app from the Apple App store and Google Play</p>
<p>Cooperate with NHS Health if contacted in relation to a positive case of COVID-19 at your centre/workplace.</p>	<p>We will cooperate with NHS Health if contacted in relation to a positive case of COVID-19 and follow all the guidelines for isolation to reduce the risk of spreading the infection.</p>

Further guidance for reference on the Phases or Return:

The government advice states: COVID-19 is a public health emergency. Everyone needs to assess and manage the risks of COVID-19, and in particular businesses should consider the risks to their workers / volunteers and customers. As an employer or as an operator of sports or leisure facility, you also have a legal responsibility to protect workers, volunteers, customers and users from risk to their health and safety. This means you need to think about the risks they face and do everything reasonably practicable to minimise them, recognising you cannot completely eliminate the risk of COVID-19. This applies to all Martial Arts Clubs.

The Government advice details the following (we have been advised that it has been confirmed that this advice applies to all indoor sporting facilities): The maximum occupancy of each gym should be limited by providing a minimum of 100sqft per person. For this figure, the area is the net useable gym space available to members to use, including changing rooms, toilet and wash facilities. Reducing capacity in this way whilst sustaining ventilation flows, will increase the typical current 10l/s/p flow rate of ventilation to at least 20l/s/p, as fewer people are being served by the ventilation system. This is 9.29 sq.meters. Further to this, as well as the normal 2m distance, whilst

exercising and moving around, a minimum distance of 2m in all directions allowing for movement between individuals must be maintained. This also needs to be considered for corridors, pinch points, entries and exits etc.

Movement between phases

The decision to move between phases will be taken by DCMS in conjunction with Public Health England officials. This will be reviewed every four weeks. Each phase is dependent on successful completion and evaluation of the previous phase not having led to an increase in cases within the participant groups.

It is important therefore for the continued return of Martial Arts that the advice and guidelines are adhered to.

Phase 0: Non-contact socially distanced activity:

At Phase 0, this means that all training is to be undertaken as individuals with no partner or group activities within 2m. Activity with shared equipment, such as pad work and sparring, is also **not** permitted. Individual training using a hanging bag and general fitness and conditioning activity is permitted.

Clubs, providers and participants must adhere to legal gathering limits, social distancing guidelines and venue requirements, as set out in government guidelines and the guidelines detailed within this document. This includes the cleaning of equipment and following hygiene guidelines.

Phase 1: Return to equipment training:

At Phase 1, when confirmed by DCMS, resumption of contact training - equipment use only will be permitted (sparring **not** permitted). At Phase 1 contact – i.e. coming within a range of 2m is permitted provided the following guidance is adhered to in addition to the guidelines detailed above:

- The use of handheld equipment - pads or tubes - for partner exercises is permitted. Sparring or competitive boxing is **not** permitted.
- There is to be no direct personal contact or contact with another person's clothing.
- Training should take place within the overall capacity numbers permitted for the training area (See general advice above) and the specific guidelines for 'training bubbles'. Please note this can be different for adults and children (Under-18s) and will be advised upon as we move through the steps.

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- Training Bubbles: Outdoors: The Government requirements are as follows: People will be permitted to meet outdoors in groups of up to 6 people, or as a group of two households, for exercise or recreation.

A group made up of two households can include more than 6 people, but only where all members of the group are from the same two households (or support/childcare bubbles, where eligible). Social distancing must be maintained between people who do not live together or share a support bubble. However, for organised Sport e.g. within the Club, the following is permitted: Outdoor sport for adults and children is permitted in larger numbers, provided it is formally organised (for example, by a national governing body or a qualified instructor and follows COVID-secure guidance. Organised sport and supervised children's sport and physical activity can take place outdoors in any number, but people should maintain the rules on social contact before and after sporting activity. This applies

to organised outdoor (individual and team) sports, outdoor exercise classes, organised sports participation events and outdoor licensed physical activity. When not specifically doing pad work, social distancing must be maintained.

Permitted numbers must also be followed when a session is not in progress. Organised sport has been defined as follows: Organised sport, this means sport which is formally organised by a qualified instructor, club, national governing body, company or charity and follows sport-specific guidance. If the sport is not organised by one of these groups (for example, some friends having a kickabout) or the sport's NGB guidance is not being followed (for example, a football club ignoring the FA's safety measures), this is considered to be informal or self-organised sport.

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March 2021 Indoors (When permitted unless otherwise stated) This will be updated near to Step 2. (when clubs can operate indoors.) Individuals may only be part of a single bubble at an individual club / gym. Individuals may not be part of multiple bubbles at the same or at different venues (for example a coach may not train with a bubble of similarly experienced participants and then become a coach for a less experienced group; a children's instructor may not coach more than one group of children, even on separate days). Coaches or participants holding / wearing the equipment are considered part of the bubble.

- Coaches or officials who operate socially distanced from bubbles and are not holding / wearing equipment can operate across bubbles or multiple gyms. But this should be kept to a minimum. However, even when socially distanced, coaches or officials should limit the number of bubbles or facilities they work with to limit exposure and should make clear to facility operators if they work across multiple venues. Where possible, socially distanced training should be maintained for all participants. In Phase 1, as part of the mitigation these measures must also be adhered to:
- Standard hygiene, test and trace, risk assessment plans and general procedures as detailed in these Return To Play guidelines must be followed.
- Coach / pad holders to wear mask and goggles or mask and visor, apron and disposable gloves. Plus, after each session, clothes need to be immediately washed by putting into washing machine upon returning home.
- Pad holder to keep target at arms-length as much as possible and away from own face at all times to minimise exertion droplet transmission. Preference where possible is for tubes to be used.
- Group sizes restricted to a maximum one holder and up to five participants from different households. Boxers to be kept 2m apart whilst waiting.
- When targets / pads are used by one participant, the target / pads must be wiped clean with disinfectant before moving onto next participant.
- On completion of an activity with an individual, the coach is to change / wipe clean with a sanitising wipe any PPE and visor, goggles, mask.
- Boxing gloves of the members are not to be shared and must be disinfected before and after use.
- To reduce the close proximity time, pad work is limited to a maximum two minutes per turn and no more than three turns per session. Members should move away from the area once each turn is completed and preferably outside.
- The area is to be ventilated as much as possible.

- At all other times, 2m distance to remain and all other COVID guidelines to be followed.
- Where practical, a pad work session should be the last activity of the session.

Phase 2:

Return to contact training – Sparring: At Phase 2, and when confirmed by DCMS, Martial Arts clubs may resume contact training which includes direct physical contact between participants.

- Training Bubbles: Training which involves contact should take place within ‘training bubbles’, which will be specifically advised when the appropriate step level is reached.
- Initial guidance is as follows: Individuals may only be part of a single bubble at an individual club/gym. Individuals may not be part of multiple bubbles at the same or at different venues (for example a coach may not train with a bubble of similarly experienced participants and then become a coach for a less experienced group; a children’s instructor may not coach more than one group of children, even on separate days). Coaches or participants holding/wearing the equipment are considered part of the bubble.
- Coaches or officials who operate socially distanced from bubbles and are not holding/wearing equipment can operate across bubbles or multiple gyms but this wherever possible should be kept to a minimum. However, even when socially distanced, coaches or officials should limit the number of bubbles or facilities they work with to limit exposure and should make clear to facility operators if they work across multiple venues. Where possible, socially distanced training should be maintained for all participants. In phase 2 as part of the mitigation these measures must also be adhered to in addition to the guidelines details above:
- Standard hygiene, test and trace, risk assessment plans and general procedures as detailed in these Return To Play
- At all times members and coaches to remain 2m apart when not sparring.
- To avoid unnecessary close contact / proximity, members are instructed not to hold or clinch an opponent. In the event it does occur, those controlling the sparring to call an immediate break.
- Sparring to be limited to reduce contact time and to form sparring groups of no more than 6 members. Creating groups minimizes the risk of wider spreading infections and contains it to a degree within each group
- Coaches are advised to wear mask and goggles or mask and visor, disposable apron and disposable gloves. After each session clothes to go into washing machine upon returning home.
- Members and coaches to arrive at a pre-booked time as allocated for the sparring session. The same training bubble to be maintained.
- Members and coaches to use own equipment and equipment must never be shared. Members have own clearly marked water bottles and must administer water themselves.
- Members to arrive and leave already changed and with their own gloves, headguard, gumshield, water bottle, and towel. Wherever possible, gloves should be Velcro fastening. Lace up gloves are to be avoided.
- Gloves and equipment not to be shared.

- Ring ropes, canvas, corner pads etc to be wiped down after each use. Spit buckets are to be emptied and cleaned after each use, with appropriate PPE worn whilst doing this.
- When selecting bubbles consideration should be given to age, weight, experience, and all EB sparring safety protocols.
- Before and after each sparring session, bubbles, ropes, canvas, corner-posts must also be cleaned.
- Coaches should avoid entering the ring during sparring wherever possible.
- Area to be ventilated as much as possible.
- While traveling to and from the gym, plus whilst waiting before and after each sparring session, social distance and hygiene guidelines must be followed.

Under **no** circumstances is Competitive Martial Arts is permitted at this stage.

Phase 3: Details to follow when available which will explain the road map for competitive Martial Arts.

GOVERNMENT GUIDANCE ON THE RETURN OF MARTIAL ARTS

In developing the above guidance in order to allow the return of Martial Arts, a summary of the considerations highlighted by the government is detailed below. Also factored in is the more broader government guidelines and policies currently in place regarding the COVID-19 Pandemic. These will be updated as required. Further details can be found here:

<https://www.gov.uk/guidance/coronavirus-covid-19-grassroots-sports-guidance-for-safe-provision-including-team-sport-contact-combat-sport-and-organised-sport-events> Coronavirus

(COVID-19): grassroots sports guidance for the public and sport providers - GOV.UK (www.gov.uk)

The general COVID Pandemic advice can be found here: <https://www.gov.uk/coronavirus>

Specific points are highlighted as follows:

The purpose of this guidance is to provide the necessary mitigations to enable the return of recreational contact combat sport. The framework above recognises the inherent risk in contact combat sport and is designed to minimise COVID-19 transmission risk and enable participants to make an informed decision about their own risk.

According to current evidence, COVID-19 is primarily transmitted between people through respiratory droplets and contact with contaminated surfaces – usually those that are frequently touched but also direct contact with an infected person.

Airborne transmission is possible in specific settings where certain procedures or sports treatments are performed in close proximity. In the context of what is known about COVID-19 transmission, about combat sport and about the incidence of asymptomatic but still infectious illness, combat sport is a high-risk activity.

Almost all human-to-human transmission is likely to occur at close range.