

Protocols for Reopening the Hall COVID-19

General

Please do not come down to the club or Hall facilities if you feel unwell, if you are showing the symptoms of Covid19, or you have been asked to self-isolate. Due to the increased infection risk associated with use of indoor facilities such as a hall, we must ask that you follow the protocols closely. We will review them regularly so we would welcome your feedback on how they work.

Brian Greenham is the Responsible Person for managing the hall, please send all requests for access enquiries and comments to brian.greenham@ntlworld.com .

Please alert Brian if the hall is found unclean or if the protocols have been broken, or if you have concerns. If the Club deems the hall has increased the perceived risk to an unacceptable level the hall will close or usage will be restricted to approved groups.

To support the government's track and trace system and the clubs legal requirement to log all access to the building for 21 days, all users must register on the club Access Sheet and book a slot on the hall users worksheet (nb:The times on the hall user sheet are when the sessions start).

- If you are paddling and using the hall in one visit to the club you need to ensure this is recorded on both sheets
- If you are just coming down to use the hall you do not have to book on the Club Access Launch sheet as well,
- You are expected to follow social distancing guidelines e as you enter and leave the site and minimise your social interaction with members paddling.
- So basically arrive ready for the hall - exercise - go home.

The maximum hall capacity is thirteen active participants and one coach or a maximum of fourteen hall users. Individuals can request 'closed' sessions during quiet times for single or very limited member use from Brian. These sessions should be identified as 'xxxx only or xxxx and yyyy only. If you are unable to make a session please remove your name from the list.

Sessions will be bookable in 30, 60, or 90 minute slots where the last 10 minutes at the

end must be reserved to ensure cleaning and wiping down of key surfaces and equipment occurs.

For club organised sessions access (entry and exit) to the hall for the participants should be through the upstairs doors only. The coach will open and close the upstairs doors

Sessions

For the first coached session the coach will explain what is required of you in terms of: social distancing; cleaning your hands, equipment and key touch points; and avoiding the unnecessary touching of surfaces. The coach is responsible for promoting and monitoring the implementation of these guidelines with your support. The coach is responsible for closing up.

For members led sessions - individuals will be briefed on what is required of them in terms of social distancing, avoiding the unnecessary touching of surfaces, cleaning hands and equipment and security (closing up). In members led sessions they are responsible for promoting and self-policing these protocols.

It is important that the ventilation of the hall is maximised before and whilst it is in use by ensuring the windows and both doors are open, but not the fire exit.

Please arrive properly dressed to use the hall, please leave your possessions in a vehicle or in the area identified by the coach.

If you arrive early for a session, and there is a session underway, please wait on the outside balcony until exercise and cleaning has finished and members have left the hall. Room. Please do not form a corridor for the leaving members to pass through!

When the front door is open please can hall users enter and exit this way - this minimises the touching of surfaces in the building after exercise and supports social distancing with paddling members by reducing bottlenecks, on the stairs and lobbies. The person responsible for locking doors and windows up should exit in the normal way.

Personal Hygiene, Cleaning Equipment and Social Distancing

The club will provide you with cleaning materials for the equipment and put up signs to act

as reminders of key points.

Wash or sanitize your hands before / on entering the room and similarly on departure.

Cleaning products will be placed in a box on the counter. Brian will make sure they are maintained and refilled.

The club will provide a waste bin in the hall for used paper towels. If it is full, bag it, and put in the grey bin outside by the gate. Replace with a fresh liner.

Personal sweat towels are acceptable, but they must be kept with you, or in a bag at all times. They must not be left where others could touch them. They should not be left in contact with a surface that other people will touch without cleaning first.

Drinks bottles can be taken in but they must be wiped down when you go in and when you leave.

Please wipe down the equipment that you have been in contact with before and after use using the cleaning materials provided, including any part of the equipment that has been subject to contact with sweat or heavy breathing (such as directly below your mouth, while using a mat when doing press ups)

Please use back-to-back or side-to-side working (rather than face-to-face) if closer than 2m, but >1m

No station-to-station circuits

Socially distanced stations will be marked out by mats on the floor – follow this layout for your exercise stations in groups greater than one. Do not move the mats without the coaches permission.

All exercises are to take place on the allocated mat.

The coach or another member may come closer 1m for spotting purposes etc... if they are wearing a face covering and have recently cleaned their hands. If you feel uncomfortable about their compliance it's OK to say so.

Please ensure 10 minutes at the end of each session to wipe down the equipment and key

touch points in the hall including:

- All door and window handles
- Dumbbells
- Steppers
- other equipment used
- Mats
- Window sills
- Key parts of the floor

Security

Make sure the hall, and if appropriate the clubhouse, is properly locked up after use:

- this is the coaches responsibility for a coached session
- if it is an un-coached session, the group must agree a user to be responsible for it

Version	Date	Author	Comment
V1	01/10/20	Brian Greenham	Initial draft
V2b	03/10/20	David Sackman	Updated