*The below is based on Guidance set by the Department for Business, Energy & Industrial Strategy and the Department for Digital, Culture, Media & Sport 10th July 2020.*

**OBJECTIVE: TO MINIMISE CONTACT WITH SURFACES, COACHES, GYMNASTS AND OTHER CUSTOMERS WITHIN FACILITIES AND WHILST PARTICIPATING IN GYMNASTICS.**

**Steps to be taken to fulfil objective:**

1. Informing Gymnasts, Guardians and other customers about visiting the premises prior to and at the point of arrival (including information on websites, social media and at the entrance points).
2. Providing hand washing and hand sanitising stations and encouraging gymnasts and coaches to wash their hands regularly.
3. No cash is to be taken, payments made by BACs only.
4. Signage to ensure gymnasts, coaches and other customers are aware of the need to avoid contact throughout the facility.
5. Fixing doors open that can be safely left open where feasible.
6. Avoid paperwork being transferred by enabling information to be shared through online channels.

**OBJECTIVE: TO ENSURE DISTANCING IS POSSIBLE BY LIMITING THE NUMBER OF CUSTOMERS ABLE TO ACCESS FACILITIES.**

**Steps to be taken to fulfil objective:**

1. Classes will be a maximum of sixteen participants and two coaches. These classes will be broken down into two groups of eight and one coach per group with their own designated floor area. Markers for each participant will keep them spaced 2m apart.
2. Equipment stations are spaced 2 metres apart.
3. Maximum of 32 people allowed in the facility at one time.
4. Classes will be booked in advance ensuring that the maximum number is adhered to.
5. Coaches are to supervise each area of the facility to ensure social distancing is being adhered to by the gymnasts.

**OBJECTIVE: TO ENSURE DISTANCING AMONG COACHES, GYMNASTS AND OTHER CUSTOMERS WHEN MOVING WITHIN AND THROUGH THE FACILITY.**

**Steps to be taken to fulfil objective:**

1. Signage and ground markings to mark out required social distance to allow controlled flows of people.
2. Ground markings to guide coaches and gymnasts coming into or leaving the building.
3. Staggered exit times for participants.
4. Gymnasts will que in the carpark along the side of the building whilst waiting for the class to start. Guardians to wait with them.
5. Managing outside queues to ensure they do not cause a risk to individuals by introducing queuing systems with cordons and signage.
6. Introducing a one way flow system to reduce congestion and contact between gymnasts and coaches. Clear signage and ground markings to indicate the direction of the flow.

**OBJECTIVE TO ENSURE DISTANCING AMONG COACHES AND GYMNASTS DURING GYMNASTICS ACTIVITIES.**

1. No physical spotting or supporting is permitted, only gymnastics activities that can be coached whilst maintaining social distancing.
2. Where weather permits warm up and conditioning exercises will be undertaken outside. Other gym to be utilised in winter.
3. Apparatus stations to be 2 metres apart with arrows to dictate the flow of movement around the stations.
4. A “Coach Point” set up at the entrance/exit where guardians can get advice or assistance from a coach at a social distance before or after the class.
5. Personal items will not be shared. Gymnasts must bring their own chalk ,hand guards and other personal items. These must not be left at the facility.
6. Coach and gymnasts breaks will be taken outside where weather permits. Other gym to be utilised in winter.
7. Only one person is permitted to use the toilet facilities at any time. Markers will indicate where to queue to ensure social distance.

**OBJECTIVE: TO ENABLE HAND SANITISING UPON ARRIVAL AND WHEN LEAVING.**

**Steps to be taken to fulfil objective:**

1. Provision of a hand sanitising station at the entrance and exit.
2. Signage dictating that gymnasts must sanitise their hands before entering the facility.
3. A Coach at “Coach Point” to supervise and ensure that gymnasts have sanitised hands before entering the facility.

**OBJECTIVE: TO KEEP THE FACILITY CLEAN AND PREVENT TRANSMISSION BY TOUCHING CONTAMINATED SURFACES.**

**Steps to be taken to fulfil objective:**

1. Maintaining good ventilation in the facility by opening windows and doors where possible
2. Cleaning of work areas and equipment before and after each class.
3. Cleaning of equipment after each gymnast moves apparatus station with antibacterial cleaning products.
4. Maintaining rigorous cleaning procedures, reviewing and adapting where necessary including high risk spaces such as main thoroughfares, touch points and walls in circulation routes.
5. Clearing the facility of waste and belongings at the end of classes.
6. Equipment that cannot be cleaned after each use will not be used.

**OBJECTIVE TO HELP EVERYONE KEEP GOOD HYGIENE THROUGHOUT THE CLASS.**

**Steps to be taken to fulfil objective:**

1. Application of signage and posters to build awareness of good hand washing technique, the need to increase hand washing frequency, avoid touching your face and to cough and sneeze into your arm.
2. Coaches to provide regular reminders to maintain hygiene standards.
3. Hand sanitizer provided in multiple locations. Coaches to check and maintain adequate supply all times
4. Setting clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved. Putting up a visible cleaning schedule for toilet facilities
5. Using disposable paper towels and hand washing facilities.
6. Providing more waste facilities and taking refuse sacks to the external bins more frequently.

**OBJECTIVE: TO OPTIMISE FACILITY VENTILATION TO MITIGATE AGAINST THE TRANSMISSION OF COVID-19**

**Steps to be taken to fulfil objective:**

1. Where possible external doors and windows will be open to increase air flow through the facility.
2. High intensity activities including Warm up and Conditioning will be undertaken in other gym.

**OBJECTIVE TO MAKE SURE THAT THE FACILITY THAT HAS BEEN CLOSED IS CLEAN AND READY TO RESTART:**

**Steps to be taken to fulfil objective:**

1. A professional cleaning team will be brought in to do a deep clean of the facility before the opening date.
2. Coaches will undertake a deep clean of all gymnastics equipment before the opening date.
3. All ground markings posters and signage will be put up before the opening date.
4. Hand sanitising stations will be created before the opening date.

**OBJECTIVE: TO PRIORITISE SAFETY DURING INCIDENTS.**

**Steps to be taken to fulfil objective:**

1. In the event of needing to administer first aid the first aider must wear gloves and their personal face shield.
2. After the incident the first aider must throw away the gloves, sanitise the face shield and wash their hands.

**OBJECTIVE: TO SUPPORT TEST AND TRACING SHOULD A COACH OR GYMNAST BE DIAGNOSED WITH COVID-19**

**Steps to be taken to fulfil objective:**

1. Details of all gymnasts and coaches as well the date and time they arrived at the facility will be recorded.
2. In line with GDPR necessary information will be shared when required by the NHS Test and Trace.

**OBJECTIVE: TO ENSURE DISTANCING OF SPECTATORS WITHIN THE FACILITY.**

1. Spectators will be prohibited until further notice. Guardians may wait outside in their car.
2. When queuing outside signage will remind guardians to supervise their children at all times and should following social distancing guidelines.

**OBJECTIVE: TO CHANGE THE WAY WORK IS ORGANISED TO CREATE DISTINCT GROUPS AND REDUCE THE NUMBER OF CONTACTS EACH COACH HAS.**

**Steps to be taken to fulfil objective:**

1. A limited number of coaches will be employed during this time.
2. Where possible coaches will have the same designated shift each week.
3. All shift dates/times will be recorded.

**OBJECTIVE: TO MAKE SURE ALL COACHES UNDERSTAND COVID-19 RELATED PROCEDURES AND FEEL SAFE TO RETURN TO WORK**

**Steps to be taken to fulfil objective:**

1. Providing clear, consistent and regular communication to improve understanding and consistency of ways of coaching to these guidelines.
2. Developing communication and training materials for coaches prior to returning to the facility especially around new procedures for arriving at work.

**USE OF FACE MASKS/COVERINGS:**

* All forms of face coverings may restrict breathing efficiency and should not be used during exercise except on specific advice from a physician.
* Gymnasts can wear masks whilst not on apparatus or during break, if they so wish but masks should not be worn whilst on equipment or performing any gymnastics elements including warm ups and cool downs.
* Coaches MUST to wear masks or face covering when in the facility and during coaching.
* A face shield must be worn by the first aider when administering first aid.