



# NASRTC COVID Secure Plan

In order to reopen and provide a safe environment for members, clubs are obliged to ensure that they have completed a thorough COVID-19 risk-assessment and developed a robust and practical 'COVID-19 Secure Plan'.

The Newton Abbot Squash, Racketball and Tennis Club (NASRTC) committee has reviewed the latest Lawn Tennis Association (LTA) COVID-19: Return to Play guidance (July 2020) and England Squash (ES) Back to Squash Guidance for Clubs, Venues and Coaches (July 2020) and updated guidance (August 2020) in order to develop this COVID-19 Secure Plan and supporting COVID-19 Risk Assessment to facilitate the phased return to play at NASRTC.

This plan includes COVID secure measures for the indoor club facilities of squash and racketball as well as Tennis.

During Phase 1 Return to Play ES identified that the full game of squash should not be played by players from two households (except those from a support bubble). This COVID-19 Secure Plan has been revised taking into account the revised guidance issued by ES in August 2020. Text in **red** identifies additional measures and formats of play that are now allowed as part of the Phase 2 of Return to Play.

Included in this guide is a clear set of 'ways to play' to provide safe options in line with ES and the LTA guidance to get our members back on court.

This COVID-19 Secure Plan has been structured under the following key headings:

- Governance & Management
- Club Access
- Club Environment
- Court Bookings
- Members & Visitors
- Coaching

The success of NASRTC's phased return to play is reliant on all members reviewing, understanding and adhering the measures outlined within this plan and the associated risk assessment. As UK government and ES / LTA guidance on the return to play is revised over the coming months so this COVID-19 Secure Plan and the COVID-19 Risk Assessment will be updated accordingly. This version of the NASRTC COVID-19 Secure Plan has been updated to reflect revised guidance received by ES in August 2020.

This plan currently represents Phases 1 & 2 of the return to play for squash and racketball and identifies ways to play for tennis. **Phase 2 allows for the playing of full squash and racketball matches in 'bubbles' – further details are outlined below.** Please ensure that the guidance contained within this COVID-19 Secure are adhered to ensure the continued safe Return to Play. Subject to UK government guidance this COVID-19 Secure Plan will continue to be updated.



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## Governance & Management

A COVID-19 Risk Assessment has been conducted based on the specific circumstances associated with NASRTC.

Prior to the reopening of courts and return to play this bespoke COVID-19 Secure Plan has been developed and is based on the outcome of the COVID-19 Risk Assessment which has been updated taking into account the updated guidance received from ES in August 2020.

Please note that, under the guidance of the UK government, the LTA and ES where deemed necessary tighter social distancing measures may be reintroduced in the future if the further restrictions are required.

Existing safeguarding and inclusion policies have been reviewed by the safeguarding / inclusion officer and where appropriate updated to reflect the measures contained within this COVID-19 Secure Plan.

### COVID-19 Lead Officer

The NASRTC committee have identified the following individual to act as COVID-19 Lead Officer:

**Matt Whalley**

Contact email address: [nasrtcreturntoplay@gmail.com](mailto:nasrtcreturntoplay@gmail.com)

The COVID-19 Lead Officer and committee will seek to deliver this COVID-19 Secure Plan and monitor and report progress/success of the plan. Feedback on how the return to squash / racketball is working are welcomed and request that all comments are sent to the email address above.

All members wishing to form a playing 'bubble' must email the names of all members of their bubble (maximum of 6 players) to the COVID-19 Lead Officer at the email address above prior to playing a full game of squash / racketball.

The email confirming players names forming a 'bubble' must also include confirmation that they agree to follow the England Squash bubble guidance outlined within this COVID-19 Secure Plan.

### Communication with Members

The committee will seek to communicated with members in a clear manner and as frequently as deemed necessary. Communications will typically be in electronic format and issued via email and social media platforms.

The NASRTC COVID-19 Risk Assessment and this Secure Plan will be shared with all members by email.

All revisions and updates to COVID-19 Risk Assessment and Secure plan to be communicated to members via email. Information on club notice boards will be limited to reduce the potential for members to congregate in communal areas of the club to read updated material.



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## Who is responsible for implementing this COVID-19 secure plan?

All members are responsible for ensuring the relevant safety measures within this COVID-19 Secure Plan are implemented and are being adhered to whilst the courts are open. These measures represent a substantial departure from the ways in which the club was being used prior to the COVID-19 pandemic and if you identify a breach please remember to be polite and helpful, not confrontational – we will all need to work and learn together. As detailed above if you have any feedback please send it to the email address above.

## Hygiene & Cleaning

A new cleaning/hygiene regime has been developed that is based on the results of the COVID-19 Risk Assessment including:

- The courts and communal areas have been deep cleaned prior to reopening;
- In door communal areas will be cleaned every morning by the club contract cleaners;
- Hand sanitiser and squash court cleaning equipment will be provided by the club.
- All squash and racketball players will be required to clean court floors and any touch points within and immediately outside the court after each booking. Appropriate disposable cleaning equipment will be provided for each court and will be located at the entrance to each court.

## First Aid

Personal Protective Equipment (PPE) (i.e. disposable gloves, face masks and aprons) will be provided in the event of an injury and an individual needs to administer first aid to a club member.

PPE will be located behind court 1 in the squash / racketball area and within the Tennis pavilion.

## Pre-attendance symptom check

Anyone attending the club (including players, volunteers and coaches and any visitors (tennis section only)), should undergo a pre-attendance self-assessment for any COVID19 symptoms using the information on the NHS website before leaving home.

- No-one should leave home to participate in tennis if they, or someone they live with, has symptoms of COVID -19, currently recognised as any of the following:
  - A high temperature.
  - A new, continuous cough.
  - A loss of, or change to, their sense of smell or taste.
- Should an individual have demonstrated any such symptoms, they must follow NHS and PHE guidance on self-isolation (<https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>).



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## What if someone develops symptoms at the club?

- Maintain social distancing;
- Individual concerned should return home (if safe to do so) and manage their symptoms in line with the relevant UK government advice;
- If the person is unable to travel home safely, they should be isolated from others and someone from their household contacted to make safe arrangements. If this is not possible then phone 111 and follow instructions;
- **Players from a bubble that have been in contact with the symptomatic player within the seven days prior must self-isolate and undertake tests as per Government guidelines, even if they exhibit no symptoms themselves, until it has been determined whether or not the symptomatic player has tested positive or negative. Players within the bubble can resume play if the COVID-19 test proves negative.**
- Anyone who has symptoms of COVID-19 should get a free NHS test to check if they have the virus, on receipt of the test results the COVID-19 Lead Officer should be informed whether the results were positive or negative.

## Playing formats

### Squash & Racketball

During Phase 1 in order to maintain social distancing the only following playing formats have been outlined by ES:

- Members from the same household or support bubble may play matches / full squash game;
- Individual play (Solo Practice);
- Two members from different households (not in a support bubble) - Modified version of Squash / Racketball – 'Sides' (view here: <https://www.englandsquash.com/backtosquash>); and
- Coach led/supervised activity.

**As part of Phase 2 a 'bubble' can be formed and can consist of a maximum of six players.**

**Example activities that can take place with squash / racketball 'bubbles' include:**

- **Ladder matches - Players within a bubble can play full-court matches in a ladder league. Players can switch bubbles after seven days of socially distant squash, meaning players can move into different ladder boxes.**
- **Group coaching – coaching full-court play with players from the same bubble, with up to six players across three courts.**
- **Casual play – players from within a squash bubble can play full-court matches.**

**Players can only be part of one bubble at a time.**

**Players within the bubble can play full-court matches but with the following modifications and hygiene measures:**

- **Only two players on court at one time.**
- **Play best of three games.**
- **Play first to 11 points, sudden-death at 10-all.**
- **Use 'Sides' as a way to maintain social distancing throughout the warm-up.**



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- During each game, when the first player reaches five points, both players should wipe away excessive sweat, sanitise their hands and the ball. Repeat between games.
- The same player to serve / touch the ball during each half of a game, and at the halfway point, switch servers.
- Protective eyewear or visors are strongly recommended at all times.
- Players are not allowed to shout or raise their voice.

Please note that all current processes outlined during Phase 1 around social distancing, as well as the enhanced hygiene and cleaning processes remain applicable.

## Tennis

The following is currently allowed for tennis:

- Singles and doubles can be played with people from different households, and recreational competitions (including club nights), can take place as long as social distancing guidelines are adhered to and venues follow COVID-19 Secure guidelines.
- Coached sessions for children and adults are allowed subject to the guidance outlined below.
- LTA approved competitions (Grades 2-5) can now be played.

## Court Access

The Rec Trust has implemented a one-way system throughout the club to the bar area and toilets. All members should familiarise themselves with this system and follow the relevant signage on entry to the club.

## Squash & Racketball

Squash and Racketball players should enter the club via the main entrance and follow the one-way system that has been put in place. The following procedures should be adhered to:

- Players should not enter the building until the time of court booking – if early you should wait in the car park.
- Enter through main entrance along corridor as normal. Hand sanitiser is available at the Key code door and should be used prior to entering access code.
- Enter the courts and go straight on court taking all equipment / bags with you – do not leave bags on steps behind court 1 or outside of courts.
- On completion of game play complete cleaning measures (outlined in further detail below) and exit the communal court areas prior to the start of the next court booking via the door to the tennis courts. Turn right and go through the metal gate leading to the cricket pitch area.
- Continue passed the bar patio area and join the Rec Trust one-way system to exit via the function room.
- Members are required to follow the one-way system at all times.



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## Tennis

- Tennis members should continue to access the tennis courts via the gate off the public car parking area. Players can exit via the same gate subject to maintaining social distancing if other members are arriving. Alternatively, members can join the one-way system by heading passed Court 1 through the gate and on to the cricket pitch area.

## Club Environment

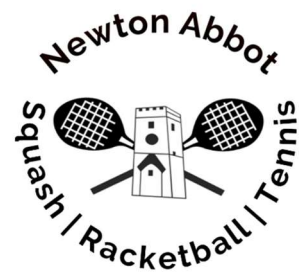
### Squash & Racketball

The following specific measures will be implemented indoors for squash and racketball:

- Members only – no guests or spectators are permitted during Phase 1 or 2. Club sessions will be suspended until further notice.
- Signage and wayfinding will be provided in all circulation areas including reminders regarding social distancing and safe ways to play.
- The changing rooms and showers will remain closed. All players must arrive changed and ready to play.
- Subject to weather conditions the fire exit door behind Court 1 and the door to access the tennis courts should be left open to promote air circulation.
- All unnecessary furniture and notice board information has been removed to reduce number of contact surfaces.
- Numerous hand sanitiser and disposable wipes will be provided for use by members.
- Pedal bins will be provided to allow for the disposal of all used cleaning wipes / materials.
- Toilet provisions will be in line with the Rec Trust procedures and members should familiarise themselves with procedures prior to going on court.
- Hand sanitisers will be located at key locations throughout the club.
- A bottle of disinfectant spray will be left at the back of each court. Players should spray and wipe down the door handles upon entry and exit before and after their matches.
- Lights will be left on and as such light cards will not be required. The cost for lights will be taken when courts are booked. E.g. £1.80 non-peak times and £3.60 peak booking times.
- The storage area beneath the Court 1 stairs will be cleared and cleaned and will not be available for use.
- No personal items are to be stored within any location at the club. Items left at the club will be removed.
- Junior cupboard will remain locked and will not be in use.

## Tennis

- The tennis pavilion remains open but cupboards will be cleared and cleaned. No food preparation is permitted.
- The changing rooms and showers will remain closed. All players must arrive changed and ready to play.
- All unnecessary furniture will be removed and notice board information will be limited to discourage congregating in enclosed spaces (i.e. the pavilion) and to reduce number of contact surfaces.
- Numerous hand sanitiser and disposable wipes will be provided for use by members.



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## Courts & Bookings

### Squash & Racketball

The following policies and procedures will be implemented in relation to squash and racketball:

- All courts must be booked online – no booking, no play. This includes off-peak court times. Opponents must be included to ensure that Track and Trace can be effectively implemented should the need arise.
- Court light will remain on and so light cards will not be required. The cost for lights will be taken when booking the court. E.g. £1.80 off-peak courts, £3.60 peak courts
- Courts will initially be opened on reduced hours basis (Midday until 8.30pm daily).
- All 5 courts will be open on a staggered basis (i.e. Courts 1, 2 & 3 midday start, Court 4 & 5 12.30 start).
- Court bookings will be increased to 1 hour to allow for sufficient cleaning and change over times to minimise interaction / contact between members. e.g. 5 minutes for arrival, play 45 minutes, 10 minutes cleaning and exiting.
- Initially, a half hour gap will be left between each court booking time to allow sufficient air re-circulation time.
- Hand sanitiser and wipes will be provided at courtside for use by players prior to entering and on leaving courts.
- Players must try not touch court walls, where this happens accidentally walls must be wiped down with disposable wipes / cleaning equipment.
- After play/training the court floor must be mopped using equipment provided. Handles of equipment must be wiped down and sterilised after use. Disposable mop clothes must be disposed of immediately pedal bin provided.
- Touch points (e.g. door handles etc) must be wiped down and sterilised on exit.
- No more than two players on court at one time.
- ES has outlined that only specific formats of play are allowed at this time, these include match play with family members only, solo practice, pairs activities or 'sides' games are allowed. See posters around the club for additional guidance on what games are allowed.
- All players are responsible for providing their own equipment - no sharing of any equipment.

### Tennis

- All courts must be booked online. Opponents must be included for track and trace purposes.
- Nets will be maintained at the appropriate height to avoid players having to adjust them, and net winders will be removed.
- All unnecessary equipment and items have been removed from courts (e.g. benches), and appropriate cleaning measures are in place for items that remain in place.
- As the evenings become darker light boxes and cards can be used as normal (for tennis only). However, hand sanitiser must be used before operating the light machine. Only one player is to use the light machine. The one-way system must be adhered to at all times. Where possible light cards should be topped up in the office.





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## Members & Visitors

### Squash & Racketball

The following policies and procedures will be implemented for squash and racketball:

- Non-members and visitors are not allowed to access the court areas during Phase 1 of re-opening. Only club members will be allowed to book and access the courts.
- All courts must be booked online. Opponents must be included for track and trace purposes.
- Club sessions and junior morning will remain suspended until further notice.
- Each court booking will include accepting a declaration that both players have read and understood the measures outlined in this COVID-19 Secure Plan.
- Pre-attendance symptom checks must be undertaken and if individuals have symptoms within the period between booking and attending to play they should not attend the club and following current guidance on self-isolation.
- Players should arrive in kit ready to play and wait outside in car park if arrival is before the session start time.
- Handling of the same ball by different players during a session is discouraged.
- Each player should have their own designated area at the front of the court to store kit bag / water bottle.
- Each player should bring their own fluids and use own water bottle at all times. The communal water fountain will not be operational.
- All personal 'waste' (empty water bottles, wrappers etc) must be taken home.
- To reduce sweat droplets the use of sweatbands and headbands is encouraged. Wiping hands on walls or rear glass back wall is strictly prohibited.
- Players must mop court floor with disposable cleaning equipment to be provided. All touch points (e.g. court door handles, lights card machine etc) to be wiped down and sterilised prior to leaving and exiting court.
- Members should exit the building immediately following the end of the session (after having cleaned courts) as per the one-way system.

### Tennis

- All courts must be booked online. Opponents must be included for track and trace purposes.
- Junior coaching sessions are permitted in accordance with the Department for Education's guidance for providers of out-of-school settings.
- Pre-attendance symptom checks must be undertaken and if individuals have symptoms within the period between booking and attending to play they should not attend the club and follow current guidance on self-isolation.
- Players should arrive in kit ready to play and maintain social distancing whilst waiting for court to become available.
- Each player must bring their own fluids and use own water bottle at all times. No use of communal water fountains.





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- Attendance of a parent/guardian (non-participant) or a carer for a disabled player is allowed outside for Tennis only, but should be off court and limited to one parent/guardian/carers per player where possible.
- Supporters, parents, and other spectators should remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six person gathering limits and spread out, in line with wider government guidance.
- In the event of rain during matches, designated areas for players to shelter will be assigned for players to ensure social distancing can be maintained.

## Coaching

### Squash & Racketball

A range of coach led / supervised activities and practices will be permitted for squash and racketball, if led by a qualified coach who ensures that social distancing is always in place, including by having clearly designated positions from which they will coach from to can provide advice or lead the activity. An individual coach can:

- coach a maximum of five players indoors from different households not in support bubbles per session;
- use multiple courts, with a maximum of two players per court; and
- coach same-household groups or those in support bubbles, in line with the club/venue's maximum number of members.

Coaches staff entering the court area must maintain strict social distancing at all times.

### Tennis

- Coaching is permitted and coach(es) must to ensure the approach to an activity is feasible to deliver safely.
- Coaching can include:
  - Coached sessions for children for group sizes of no more than 15, plus coach(es), in accordance with the Department for Education's guidance for providers of out-of-school settings.
  - Coached sessions for adults for group sizes of up to 6, including coach(es).
- Coaches should refer to the LTA's recommended coach/player ratios for more specific guidance.