

COVID-19 GUIDANCE FOR TRIATHLON CLUBS

Version 4: 25 June 2020

Opening Statement

This document is based on the latest government instruction across England, Scotland and Wales regarding Coronavirus/COVID-19 and is designed to offer guidance to clubs in all British territories. It is updated regularly to respond to the changing instructions.

In **England**, the guidance is based on Step One of the government's document; Our Plan to Rebuild: The UK Government's COVID-19 recovery strategy. From 4 July 2020, two households of any size will be able to meet indoors or outside, maintaining social distancing of 'one metre plus' unless they are part of the same support bubble. Outdoors, people from multiple households can meet in groups of up to six - but two households can meet regardless of size. Social distancing should remain 2 metres apart where it is possible to do so. Where it is not, you should keep a social distance of 'one metre plus', meaning you should remain one metre apart, while taking mitigations to reduce the risk of transmission.

In **Scotland**, the guidance is based on the government's route map through and out of the crisis. From the 19 June 2020, you are now able to exercise on your own or with up to TWO other households per day OUTDOORS, with up to a maximum of 8 people at any one time. You can drive within the local area – broadly within 5 miles of your home - for the purposes of undertaking outdoor exercise and physical activity.

In **Wales**, the guidance is based on the Welsh government's 'Leading Wales out of the pandemic: A Framework for Recovery' and 'Unlocking our Society and Economy: Continuing the Conversation'. From 1 June 2020, you may exercise freely outdoors with no limit, so long as you stay local and maintain social distancing. You can exercise with people from your household and meet members of one other household whilst staying local and outdoors.

Affiliated clubs in the **Channel Islands and Isle of Man** are permitted to carry out activity in line with local government and authority guidance. Any activities arranged must implement any safety or hygiene measures required, and activity must continue to be risk assessed and documented

British Triathlon have extended the original suspension of organised formal triathlon activity until 4 July 2020, with one-week rolling extension decisions thereafter. Some organised club and coach activity is now permitted. However, this should be with strict adherence to government guidelines and this guidance document. We respectfully advise our affiliated clubs that any activity being delivered in contravention of either of these will invalidate insurance and could

What this means for British Triathlon clubs?

ENGLAND

From 4 July in England, the government will allow up to six people from different households to meet up and exercise outside with social distancing in place. This means that six club members may train together even if they are all from different households and club coaches may deliver formal club activity in ratios of 1:5. Groups in excess of six may train together only where club members from a maximum of two households are meeting together. If a coach happens to be from one of these households then coached activity would be permitted. **Where it is possible to keep 2 metres apart you should. Where it is not, you should keep a social distance of 'one metre plus', meaning you should remain one metre apart, while taking mitigations to reduce the risk of transmission.**

Every club should appoint a COVID-19 Officer to have an oversight of all club provision and ensure compliance with both government and British Triathlon guidance for the foreseeable future. This appointed person should be represented on the club committee.

SCOTLAND

From the 19 June 2020, you are now able to exercise on your own or with up to TWO other households per day OUTDOORS, with up to a maximum of 8 people at any one time. You can drive within the local area – broadly within 5 miles of your home - for the purposes of undertaking outdoor exercise and physical activity. Social distancing of 2m must be maintained at all times.

Restrictions still apply to larger group training, and clubs must not begin organized activity out with the current guidelines outlined above. We do not yet know when larger group training might be possible. We are working closely with **sportscotland** and will provide a further update as soon as we are able to do so. All our decisions are based on the current available guidance from the Scottish Government, alongside the welfare of all our community.

These guidelines should be read in conjunction with any updated Scottish Government guidance on health, physical distancing and hygiene. Clubs, coaches and participants should be aware of and can adapt to changes in guidance at short notice. Information on the Scottish Governments approach to managing COVID-19 is available at [Scottish Government: Coronavirus in Scotland Guidance](#).

Every club should appoint a COVID-19 Officer to have an oversight of all club provision and ensure compliance with both government and British Triathlon guidance for the foreseeable future. This appointed person should be represented on the club committee.

WALES

From 1 June in Wales, two different households can meet up outside as long as it is local, outdoors, and with strict 2m social distancing in place. Local has been defined as within 5 miles as a basic rule, allowing for reasonable adjustment for more rural areas. Some beauty and tourist spots remain closed. Club activity in Wales is not permitted at this

time but after the 22nd June review outside sports are permitted as long as they adhere to the regulations and guidance of stay local, only two households outside.

Every club should appoint a COVID-19 Officer to have an oversight of all club provision and ensure compliance with both government and British Triathlon guidance for the foreseeable future. This appointed person should be represented on the club committee.

Each Home Nation clearly has different restrictions currently in place which are outlined above. As each Home Nation gradually eases restrictions, clubs are encouraged to think about how they might return to some activity within the boundaries of each government's guidelines.

British Triathlon are supporting affiliated clubs to offer swim, bike, run activity to their members and communities within the confines of their government guidelines. When the time is right, we will develop and deliver specific initiatives that facilitate clubs and others in delivering our sport. We will be seeking input from clubs and coaches over the coming weeks. For now, the following ideas are ways in which club committees could start to develop a return to play plan that remains within current government guidelines:

- ✓ For English-based clubs, work with your coaches to organise minor small-scale club activities for groups of no more than six (including the coach). This can be cycling, running or open water swimming. It may be coach-led and operate as a formal coached session or member-led and more recreational in nature.
- ✓ If an English club owns or is permitted exclusive access to privately owned open water the club is deemed to be acting and operating as an open water venue and as such should follow our [guidance here](#). They must also follow all social distancing restrictions that are in currently in place. They are also strongly advised to undertake our open water venue accreditation scheme; SH2OUT. More information on this process can be [found here](#).
- ✓ Continue to develop virtual online coached sessions for club members using appropriately qualified coaches. For guidance on current coaching practices during the COVID-19 pandemic, please see our [Guidance for Coaches](#). Many clubs have found new ways to engage their members over the internet including static cycling, strength and conditioning, yoga or webinars on various fitness related subjects such as nutrition. Some examples of these can be found on British Triathlon's [Membership Hub](#) which has a wealth of information and is growing daily.
- ✓ Promote and encourage club members to take part in an online activity or challenges. You could use the regular indoor cycling session [British Triathlon Zwift Spring Summer Series](#) or British Triathlon's [AJ Bell World Triathlon Leeds 2020 Challenge](#).
- ✓ Encourage qualified club coaches to engage in the British Triathlon Learning Hub which is being developed and enhanced with new content and functionality.
- ✓ Use social media to keep members updated on latest news regarding club activities to retain members and attract potential new club members.
- ✓ Upskill the club's volunteer workforce by planning future courses and attend safeguarding courses. More information on this can be provided by your national contact or in England your Regional Manager.

- ✓ Hold online/virtual committee meetings, or when required AGMs, to discuss club matters to keep members updated.
 - There is further guidance on the Club Matters website entitled “Running Virtual Meetings and AGMs Effectively.” Club committee members to attend virtual [Club Matter Workshops](#) (Only Triathlon England Clubs) to better understand how to manage their club during and after the current period of restrictions. This is also an opportunity for the club committee to think about their club and how they might use the lockdown as an opportunity to:
 - Start using the free British Triathlon Club Management System [ClubSpark](#) which is one of the benefits of your club being affiliated to British Triathlon.
- ✓ Create a development plan to explore new opportunities i.e. expand the club, add more activities, recruit new members, or add a junior section.
- ✓ In readiness for a return to indoor activity, clubs should plan for future club activities based on the easing of restrictions. Clubs should consider contacting their indoor venue operators to understand the venue’s requirements on the return to play. Please remember the venue operators will have their own guidance that they have to adhere to so please be patient.

If your club needs support or help with any of the above, or any other matter, they should contact the following [Triathlon Scotland](#), [Welsh Triathlon](#) and [Regional Managers](#) for Triathlon England clubs who will be able to provide further support and guidance.

All British Triathlon clubs should consider the following advice when taking part in activities:

The following are some general principles which all clubs, club coaches and members should consider before taking part in any group activity.

CYCLING:

- ! Members should consider the ‘aerosol effect’ in training.
- ! Aerobic activity such as cycling will cause a person to expel air and therefore droplets to a distance of up to 20 metres behind them.
- ! If you cannot maintain this, you should think about how safe it is to cycle with another person.
- ! Further advice is to keep cycle rides local, to a known route and let others know your route in case of emergencies. This will reduce the likelihood of needing the use of valuable emergency services.

RUNNING:

- ! Members should aim to run alongside one another wherever possible.

- ! This carries slightly less aerosol risk but wind direction is an important factor to consider – are the expelled droplets and moisture likely to be blown across onto another person?

SWIMMING (OPEN WATER):

- ! Members thinking about open water swimming are encouraged to consider the risks.
- ! Due to the inherent dangers and therefore increased risk of open water swimming, you may be placing a higher burden on the NHS and emergency services should you need assistance.
- ! It would also be impossible for rescue crews and members of the public to socially distance whilst performing a rescue and any necessary lifesaving actions.
- ! Further information on open water swimming for both swimmers and venues can be viewed as below:
 - o COVID-19 GUIDANCE TO OPEN WATER SWIMMERS [found here](#).
 - o COVID-19 GUIDANCE TO OPEN WATER VENUES, interim document [found here](#).

OTHER:

- ! In this current phase, indoor pools are not currently open for use. All club committees should familiarise themselves with the relevant government's guidance with particular reference to social distancing measures, numbers of participants allowed and hygiene measures. Links to these can be found at the end of this document.
- ! Clubs should ensure coaches undertake documented risk assessment, based on their local circumstances, prior to activity taking place. Consider safety first, particularly focusing on minimising the risk of infection and transmission. Appropriate measures must be put in place to ensure participants, staff and volunteers are always protected. Coaches can access a COVID-19 risk assessment template on the Learning Hub. Where possible clubs should operate an electronic system for sessions to take bookings and payments; this will avoid the need to handle cash.
- ! Clubs should ensure there is a register taken at all sessions, in line with GDPR, in case there is a need to track and trace.
- ! Ensure access to first aid and emergency equipment is maintained. As there is no access to indoor facilities consideration should be made to having access to first aid equipment when exercising outdoors. Please ensure the first aid equipment has been updated appropriately for the COVID-19 pandemic and first aiders have undertaken appropriate additional training. Further guidance for first aiders is available [here](#).
- ! No spectating should take place at club sessions other than where a parent/guardian is supervising a child or vulnerable adult. In all cases physical distancing should always be followed.
- ! At all times be aware of current social distancing guidelines for those that exercise together from separate households.

- ! Follow the government hygiene regulations including regular hand washing for at least 20 seconds.
- ! Where possible, participants should use their own equipment. Where equipment is shared appropriate hygiene rules must be adhered to with equipment being thoroughly clean before and after use.
- ! People who are symptomatic should self-isolate for 7 days and household members for 14 days as per NHS guidance. Anyone who is self-isolating should not attend an outdoor sports facility/activity. Consider the risks of increasing your physical training load too fast where it might have an impact on your immune system that puts your health at risk.
- ! Safeguarding – members of separate households should ideally be of similar age groups i.e. either they are adults or they are under 18 years of age unless they are from the same household. If an adult club member is training/exercising with an under 18 club member from another household, there should be written parental consent obtained. Clubs should reinforce this message and actively support members in doing this.
- ! It is more important than ever to consider inclusive guidance for people who may need more support to be active and clubs should consider this as part of their work to encourage people to return.
- ! Participating in activities that are beyond your capabilities and put yourself and others at risk that might result in the need to use vital resources such as the NHS is not recommended.

Other information

Hygiene

Increased hygiene measures must be in place at all times so clubs are encouraged to make provision for the following when running club-directed activities:

- ! Encourage regular hand washing for at least 20 seconds where you are able to facilitate this.
- ! Make hand sanitizers or wipes available for use at sessions where possible. Hand sanitiser should be at least 60% alcohol based and detergent wipes are appropriate for the surface they are being used on. Cleaning products should conform to EN14476 standards.
- ! Clean all common touchpoint surfaces (gates, door handles, handrails etc) regularly, wearing disposable gloves.
- ! Participants should, where possible, use their own personal equipment and ensure it is wiped down before and after use. Where shared equipment is used appropriate hygiene measures must be put in place by the club to ensure equipment is thoroughly cleaned before, during and after use. Where possible, ensure all equipment is checked prior to use to avoid participants having to adjust or touch it. Remove unnecessary equipment where possible. No personal equipment should be left at venues by participants once activity has ended.

Operations and Logistics

Where possible and in line with Data Protection regulations, a register of users should be kept in case there is a need to track and trace.

Implement a short buffer period (e.g. 10 minutes) between sessions to allow time for participants to leave before the next participant arrives.

Communicate with participants clearly and regularly, making them aware in advance of the measures you are putting in place at your sessions, and guidelines they are asked to follow.

No spectating should take place other than where a parent/guardian is supervising a child or vulnerable adult. In all cases physical distancing should always be followed; noting the differences in all each Home Nation as explained on page 2 of this document.

Insurance

British Triathlon Federation provides insurance cover for all affiliated clubs which provides clubs with public liability cover and the committee members, directors and officers with liability cover. This remains in place but for absolute clarity, is invalidated by any club or member acting against government instruction. Information for clubs can be found on our website and guidance for operating in the current COVID-19 is supported and updated by our insurers; Sports Insure. This can be [found here](#).

Virtual Club Coaching Sessions

Virtual coaching sessions continue across our sport. For any virtual club session that is overtly led and / or promoted to by the club it is the club's responsibility to ensure the following:

- ✓ The coach is qualified to the correct level to conduct the activity session.
- ✓ The coach is insured.
- ✓ The coach has the necessary safeguarding training.
- ✓ If conducting a session involving juniors the coach has a valid DBS certificate. In Scotland, ensure you are a member of the PVG Scheme and have a PVG check for the organisations in which you carry out regulated work (i.e coaching U18s).

Further guidance is available on the [BTF Learning Hub](#) and from [UK Coaching](#).

Further support for clubs

ENGLAND

There is further support available from both Sport England and [Club Matters](#) which can be found on their respective websites. Sport England have also created a new fund, [the Community Emergency Fund](#), to help community sport and physical activity organisations who are experiencing short term financial hardships or the ceasing of operations due to the ongoing coronavirus crisis. This fund has just been increased to £210m. Organisations can apply for grants between £300 and £10,000.

If your club needs support or help with any of the above, or any other matter, they should contact [Regional Managers](#) who will be able to provide further support and guidance.

SCOTLAND

There is further support for clubs in Scotland from [The Third Sector Resilience Fund](#) and [Sportscotland and Harper Macleod guidance for clubs](#).

If your club needs support or help with any of the above, or any other matter, they should contact [Triathlon Scotland](#) who will be able to provide further support and guidance.

WALES

There is further support for clubs in Wales from the Welsh Sport Association who are updating the Welsh sports sector on a daily basis and offer free helplines (if clubs need details on how to log into WSA please contact admin@welshtriathlon.org), as well as support from Club Solutions. In addition, Sport Wales has created an emergency relief fund for not-for-profit sport clubs and organisations delivering community sport and physical activity, if experiencing short-term financial hardship or the ceasing of operations due to the impact of coronavirus. [Click here](#) to find out more.

If your club needs support or help with any of the above, or any other matter, they should contact [Welsh Triathlon](#) who will be able to provide further support and guidance.

Clubs can also get support from:

[Club Solutions](#)

[Welsh Sports Association](#)

[Business Wales](#)

Further guidance and references

OUR PLAN TO REBUILD: The UK Government's COVID-19 recovery strategy. Also available is specific guidance on the phased return to sport and recreation which can be found [here](#).

The Scottish Government's route map through and out of the crisis which can be seen as the headline strategy [here](#).

The Welsh Government's Framework for Recovery which can be seen as a landing page [here](#), as well as their more specific guidance document 'Leaving Home to Exercise' which can be viewed [here](#).

[Learning Hub for Coaches](#)

[UK Coaching](#)