

Covid-19 Guidance: For clubs and coaches

19 July 2021



Introduction and Purpose of this Guidance

Please note that this guidance applies only to clubs and coaches operating within England. Any triathlon activity in [Wales](#) and [Scotland](#) must follow guidance provided for those nations.

Throughout the Covid-19 pandemic, Triathlon England has provided guidance to clubs and coaches interpreting government restrictions for application in a triathlon context.

From Monday 19 July, England moves to Step 4 of the government's 'Roadmap', the point at which most legal restrictions are being removed by government. In turn, this means that the guidance provided by Triathlon England is also changed.

We must reflect that Covid-19 itself has not gone away and whilst vaccinations are helping to reduce the most severe impacts upon people, individual and collective responsibilities still remain. Please make sure that you read and understand the elements included in this document to ensure that triathlon is doing all it can to minimise the risk of infections amongst participants.

The recent changes mean that this guidance applies to the participation of both adults and juniors within triathlon. All clubs and coaches must ensure that they are, at all times, applying all appropriate safeguarding measures for young people and for adults at risk.

The government guidance changes also mean that there is no distinction drawn between indoor and outdoor activity. The guidance outlined below applies to activities in all settings.

British Triathlon provides insurance cover for all affiliated clubs, providing them with public liability cover and the committee members, directors and officers with liability cover. Compliance with the guidance provided is essential for clubs and coaches to maintain their insurance cover.

Clubs are encouraged to stay apprised of the British Triathlon Event Guidance where they intend to run club-based events and/or they intend to run external events as a British Triathlon Event Organiser. This updated guidance is available on our Event Organiser System. Existing Event Organisers can access this directly by signing in and any clubs wanting to start offering events for the first time can sign up [here](#).

Further guidance is available through Sport England and the Department for Digital, Culture, Media and Sport by clicking the links below

[Sport England](#)
[DCMS Guidance](#)

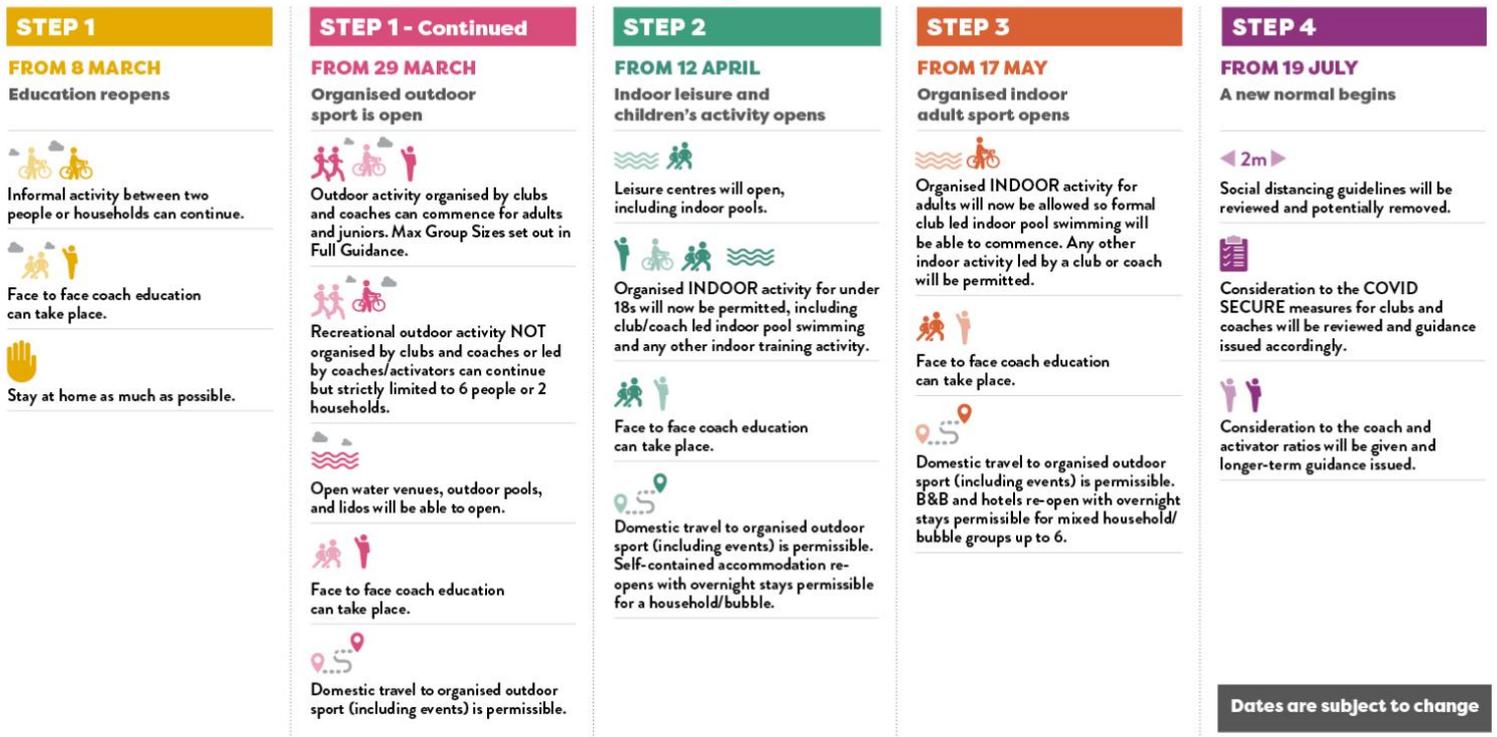
We recognise that there have been extremely challenging times for people, and we remain committed to supporting everyone involved in our sport. Towards the end of this document, we provide information on some of the sources of information and support that are available to clubs and coaches.

Summary of Roadmap and Key Dates

In February 2021, the government published their four-step Roadmap to guide the relaxation of restrictions across England. On Monday 19 July, England moved to Step 4.

The diagram below was presented by Triathlon England to demonstrate the implications for the sport in England at each step of the Roadmap.

Clubs and Coaches Roadmap



Whilst, at Step 4, most legal restrictions have been removed, there are elements of the previous guidance that have helped to provide a safe environment for triathlon activities.

We therefore set out the below elements for retention. These are intended to promote good hygiene practice and support the wellbeing of everyone involved in our sport.

The sections below outline things that clubs and coaches 'must do', 'should do' and 'could do'

Activity Guidance for Clubs and Coaches

Clubs and Coaches

MUST



- ✓ Adhere to all legal requirements and government guidance
- ✓ Refresh their Covid Risk Assessment and Covid Action Plan to reflect the changing circumstances and members' wishes
- ✓ Maintain a 'Covid Officer' with responsibility to oversee continued good practice and hygiene around the club
- ✓ Continue to adhere to the activity guidance and coaching ratios
- ✓ Continue to promote good hygiene and consideration for others – including regular hand washing and sanitising
- ✓ Collect contact details of those attending club sessions and events. These should be kept securely for at least 21 days in case required by Test and Trace
- ✓ Remind participants to undertake pre-session symptom checks and not to attend where they have symptoms, test positive or are advised to self-isolate
- ✓ Work with all venues used to understand any local conditions or restrictions that apply in that venue
- ✓ Communicate updated plans to all participants

Clubs and Coaches

SHOULD



- ✓ Consult with participants to understand how they feel about the removal of restrictions and implement recommendations to support participants

- ✓ Consider maintaining social distancing measures around sessions, including arrival and departure
- ✓ Continue to help participants to avoid the sharing of equipment, wherever possible, and thoroughly clean and sanitise equipment where sharing is needed
- ✓ Consider the safest and most effective way for participants to travel to and from sessions
- ✓ Consider the use of face coverings in crowded/indoor areas
- ✓ Encourage participants to regularly take Covid-19 tests (lateral flow) regardless of any symptoms and to follow government guidance in the case of a positive result

Clubs and Coaches

COULD



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- ✓ Continue online pre-booking of sessions
 - ✓ Continue to avoid use of cash by maintaining electronic payments, where possible

Group Sizes for Clubs and Coaches and the Use of Coaches and Activators

Although the requirements to limit the number of people in social gatherings are no longer in place at Stage 4 of the government's Roadmap, limits to group sizes in the various forms of activity in triathlon are still important. This section sets out these limits.

There are FOUR session types for club and coached activity which are set out below. Group sizes and ratios differ for each session type and are affected by both the qualification level of the coach/activator for led sessions and the government guidance for organised sport and informal exercise for non-led sessions.

1. Coach-Led Sessions

Coached sessions in swim, bike and run or allied activity (such as strength and conditioning activity for example) led by one or more qualified British Triathlon coaches at Level 1, 2 (including Diploma) and 3 (HPCP).

Technical in nature and structured as part of formal session plans. Most commercial coach-led activity will fall under this category.

2. Community Activator-Led Club Sessions

Bike or run sessions led by a qualified British Triathlon Community Activator only. Community Activators are not qualified to lead sessions in any other activity other than run and bike.

3. Club-Organised Sessions with no Coach or Activator

Typically bike or run sessions (but could be any activity under the club's operation) which are organised by clubs for club members, but they are not led by a coach or activator. They have no technical coaching or session plan in place. Coaches and activators may be involved as a club member participant only.

Session ownership is taken on by the club and therefore it is included in the club's risk assessment and action plan. There is no formal maximum number of participants, this should be determined by the club's risk assessment and safety planning.

Clubs must take account of both safety and public perception when allowing club sessions of this type, particularly when cycling on the open road. More care than usual should be taken to consider routes, weather, ability, confidence levels and space around members whilst training. Clubs should consider the group size according to these (and other) factors when completing their risk assessment and action plans.

This type of session cannot be delivered to under 18s in any discipline, as they do not provide adequate supervision and safeguarding.

4. Recreational Activity Outside of the Club or Coached Setting

Any session which is not led by clubs and therefore does not feature in their risk assessment and action plan.

Where club members are organising recreational swim, bike and run activity outside of the jurisdiction of the club then this is not part of British Triathlon's insured provision for affiliated clubs and member coaches. Participants may be insured through individual membership.

The graphics below detail the group-size allowances for different types of session, including the different allowances for coaches qualified at Levels 1, 2 and 3.

Level 1 qualified coaches are permitted to lead activity unsupervised only where session plans are designed and signed off by level 2 coaches AND they achieved their qualification after October 2016. For coaches who achieved their qualification before this date, they may only act in an assistant coach capacity.

Where group sizes are shown in the table below, this refers to the number of athletes being coached and does not include the coach or activator themselves.

In all cases group size limits shown are the maximum permitted. Safety of participants and public must be taken into account and numbers reduced, if necessary.

Activator-Led Club Session



British Triathlon Activators



Cycling Closed Setting



Cycling Open Road Setting



Run

Maximum
groups of

 x **8**

Coach Sessions



Level 1 British Triathlon Qualified Coaches

Achieved since October 2016 onwards ONLY

**MAXIMUM
GROUPS OF**



Swim Pool Setting

x10



Cycle Turbo Setting

x8



Cycle Closed Setting

x8



Run

x12

Coach Sessions



Level 2 British Triathlon Qualified Coaches

**MAXIMUM
GROUPS OF**



Swim Pool Setting

x 20



Swim Open Water Setting

x 16



Cycle Turbo Setting

x 16



Cycle Closed Setting

x 16



Cycle Open Road Setting

x 8



Run

x 20

Coach Sessions



Level 3 British Triathlon Qualified Coaches

**MAXIMUM
GROUPS OF**



Swim Pool Setting

x **24**



Swim Open Water Setting

x **20**



Cycle Turbo Setting

x **24**



Cycle Closed Setting

x **20**



Cycle Open Road Setting

x **8**



Run

x **24**

Additional Considerations and Support for Clubs and Coaches

Travel

There are no travel restrictions to attending outdoor or indoor organised sport. Therefore, for all club and coach-led activity for our sport, travel across England can take place unrestricted.

Clubs and coaches should note, however, that this allowance does not necessarily apply to travel across Home Nation boundaries since roadmaps from respective devolved governments are following different time frames and permissions.

Insurance

British Triathlon provides insurance cover for all affiliated clubs, providing them 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 or those listed above as things that clubs and coaches 'Must' do. Further insurance information for clubs can be found on our website and through our insurers Bluefin – [click here](#).

Triathlon England Support

Our team of Regional Managers is available to provide further support to clubs and coaches. They should be viewed as a 'critical friend' to help clubs work through their planning and operations, including getting their risk assessments and action plans in order. [Click here to access a full list of Regional Managers and their contact details](#).

British Triathlon cannot perform an approval role for very specific operational queries. However, we can work alongside clubs and coaches in the 'critical friend' capacity to ensure planning and operational details have been fully considered and are the safest way to operate taking account for local environments, space, capacity, etc.

As well as our Regional Managers, you can contact our coaching team on coaching@britishtriathlon.org or our clubs and regions team on clubs@britishtriathlon.org

Triathlon England Templates

Triathlon England's website provides a set of templates for clubs to use, including Covid Risk Assessments, Action Plans and Covid Officer role description. [Click here to access our website](#).

Using Facilities for Club and Coached Sessions

As clubs rely on third-party owned or managed facilities, including pools and open water venues, adherence to appropriate guidelines should be worked out collaboratively between club and facility. It will be the responsibility of the 'Covid Officer' to act as the liaison between the club and the facility.

Coaching in Non-Club Settings

Self-employed coaches need to be conscious that they are solely responsible for their sessions, both planning for them and delivering them. They should ensure compliance with government guidelines and use this Triathlon England guidance as a support tool.

Whilst self-employed coaches are not required to have a Covid-19 Officer, they must follow the remainder of the guidance in the same way expected of clubs. Self-employed coaches, just like coaches in club settings, should develop and maintain a specific Covid-19 Action Plan and formal risk assessment that caters for all delivery, and seeks to enact all parts of this guidance.