

The official return to indoor activities 'BEST PRACTICE' NGB guidelines



Duty of Care and Risk Assessment - INDOORS

DUTY OF CARE IS A LEGAL AS WELL AS MORAL REQUIREMENT WHEN 'RETURNING TO INDOOR ACTIVITIES'.

To ensure that all reasonable steps are being taken and its duty of care is being discharged, and to the required standard of care, sports and physical activity providers should consider the following as part of their risk assessment process:

- The session leader must have full and up to date insurance.
- Physical Activity Readiness - Questionnaires (PAR-Q and PAR-Q COVID) to be completed by participants and kept in accordance with data protection law (GDPR Compliance).
- Track & Trace forms need to be completed in each session and kept in accordance with data protection law (GDPR Compliance) for 3 weeks.
- If you are symptomatic or living in a household with someone else who has a possible or confirmed COVID-19 infection you should remain at home.
- If you are classified as extremely vulnerable on health grounds, you are advised to continue shielding to keep yourself safe by staying at home and avoiding gatherings.
- If you have been asked to isolate by NHS Test and Trace because you are a contact of a known COVID-19 case, do not exercise outside your own home or garden and do not exercise with others; you can spread the virus to others even if you never get symptoms.

Government guidelines state you must take a PCR test:

You are advised to take a PCR test after being identified as a contact, even if you do not have symptoms. You should also take a PCR test if you develop symptoms of COVID-19 during your self-isolation period. If your test is negative, you must still complete your self-isolation period because the virus may not be detectable yet – this is crucial to avoid unknowingly spreading the virus. If your test is positive, you and other members of your household, unless they are exempt, must follow the rules in guidance and self-isolate for 10 days. This is in addition to the time you have already spent self-isolating.

Exemptions from self-isolation apply. Please check and follow your own regional guidelines for more details:

- **England:** <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>
- **Scotland:** <https://www.gov.scot/publications/coronavirus-covid-19-test-and-protect/>
- **Northern Ireland:** <https://www.nidirect.gov.uk/articles/coronavirus-covid-19-contact-tracing>
- **Wales:** <https://gov.wales/test-trace-protect>

REMEMBER: It is important to observe regional social distancing regulations during breaks, before and after activity. **Avoid social clusters.**

The official return to indoor activities 'BEST PRACTICE' NGB guidelines



Duty of Care and Risk Assessment - INDOORS

DUTY OF CARE IS A LEGAL AS WELL AS MORAL REQUIREMENT WHEN 'RETURNING TO INDOOR ACTIVITIES'.

Even if you are vaccinated, you can still be infected with COVID-19 and pass it on to others. If you are identified as a contact of someone with COVID-19 but you are not required to self-isolate, you can help protect others by following the guidance on how to stay safe and help prevent the spread. In addition to getting a PCR test, you may also consider:

- limiting close contact with other people outside your household, especially in enclosed spaces
- wearing a face covering in enclosed spaces and where you are unable to maintain social distancing
- limiting contact with anyone who is clinically extremely vulnerable
- taking part in twice weekly LFD testing

<https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>

- Whilst testing is purely voluntary, we would strongly encourage instructors and participants to take regular Lateral Flow Tests (preferably before and after class). This will help us to ensure that all who participate have a safe practice environment. Free Lateral Flow Test kits can be ordered here:

<https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

- Also available from pharmacies.
- Ensure that your indoor activity space is large enough for participants to follow social distancing guidelines.
- Clear instructions that instructors and/or participants should NOT attend classes if they have any of the following symptoms:
 - a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
 - a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
 - a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal
- **Consider a one way, socially distanced system when entering or leaving an indoor activity space, where applicable.**
- **Participants must wear face coverings and use hand sanitiser when entering and leaving premises and in the event of possible 'pinch points' or contact with hard surfaces.**
- **Physical distancing and good hand and respiratory hygiene are the most important and effective measures we can all adopt to prevent the spread of coronavirus. Therefore wearing a facial covering must not be seen as an alternative to any of these other precautions.**
- **Participants must bring their own water bottles.**
- **Thorough disinfection and cleaning after/between sessions of all contact surfaces, where applicable.**
- **Sharing of equipment should be prohibited, in particular ensuring that water bottles and cups are not shared.**
- **Consider safe utilisation of closed containers for all disposable and reusable hygiene materials (e.g. tissue, towels, etc.).**
- **Caution that, although measures are taken to minimise the risk of infection, all participants join the session at their own risk, particularly anyone with underlying health conditions**

REMEMBER: It is important to observe regional social distancing regulations during breaks, before and after activity. **Avoid social clusters.**

The official return to indoor activities 'BEST PRACTICE' NGB guidelines



Duty of Care and Risk Assessment - INDOORS

DUTY OF CARE IS A LEGAL AS WELL AS MORAL REQUIREMENT WHEN 'RETURNING TO INDOOR ACTIVITIES'.

- Premises used - instructors must make themselves fully aware of, and adhere to, owner's/manager's current rules/guidance in relation to usage. Instructors should also consider any requirement for further mitigation measures once they have completed a risk assessment. Key rules/guidance/mitigations should cover, for example:
 - Entering and leaving premises
 - Number of participants - without face coverings, ideally 2m apart as a precautionary measure
 - Ventilation
 - Social distancing
 - Close contact activities e.g. Martial/Push Hands/correction - use of face coverings, double vaccination, no COVID symptoms and a negative LFT within 48 hours of session and stick with one partner in the session.
 - Ideally, maintaining 1m distance with a face covering
 - Use of swords/fans etc. - cleaning equipment protocol
 - Use of hand sanitiser
 - Toilet facilities
 - Cleaning protocol (before and after use of space)
 - Procedure for notification of a positive test result (instructor & owner/manager)

REMEMBER: It is important to observe regional social distancing regulations during breaks, before and after activity. **Avoid social clusters.**

**PAGE
3/3**

