

Our Lead COVID-19 Officer is...		David Arundale
Other COVID-19 Officers/squad members are		INSERT NAME
		INSERT NAME
		INSERT NAME
		Requirement
PRIOR TO ACTIVITY	Checking for symptoms	How will you make members of your club aware of symptoms that <u>mean they should not attend netball training or matches?</u>
		How will your club carry out health screening prior to EVERY session or match to ensure no attendees are knowingly displaying any COVID-19 symptoms
		How will test & trace be implemented at your club or league & how will data be stored in line with GDPR/data protection law 2018
	opt in Policy	How will you ensure that members understand the risks of COVID-19 in a netball context at your club or league?
		How will you ensure that the Personal Risk Assessment, particularly for those who are in high risk groups is understood by all members of your club, team or league
		How will you ensure undue pressure is not put on members to return to training or matches and they have the option to 'opt in' based on their own personal circumstances and feelings
		How will you understand the needs of any players who may be returning to training post COVID-19 case once they are well enough
	Travelling to and from training and matches	How will you ensure travel is safe and well managed, as well as compliant with Government guidance i.e. no car sharing outside of household
		Do you need to stagger start and finish times to help manage parking at your venue as lift shares may not be possible?
	Club Personnel	How will you identify any training needs of any club coaches, volunteers, officials or others?
		How will you understand how your coaches, officials & volunteers feel about returning and how will you support them?
	Safeguarding	How will the COVID risk changes affect safeguarding and can this risk be managed?
		How will this be communicated with club coaches, officials, volunteers and members?

FACILITY USAGE	Preparing for training	What is the identified maximum number of players that can attend a training session based on your court availability and numbers of coaches, officials and volunteers needing to attend?
		What additional sanitisation and PPE are required to deliver your activity and how will any replenishing be overseen?
		How will you understand any specific needs of members, e.g. they are shielding or within a higher risk group
		How will you ensure members (particularly playing members) are conditioned and prepared for netball activity
		How will you ensure all members, coaches, officials, volunteers and parents (if appropriate) understand the COVID-19 rule modifications
	Movement on site	How will we use the venue to ensure social distancing? Drawing a plan may be a useful way to plan this.
		How will traffic of people flow at your venue, do you need to establish a one way system?
		What guidance does the venue have in place and how will you ensure you implement it?
		How will you communicate this with all members ahead of the sessions?
	Indoor Facilities	How will you ensure there is not an outdoor alternative venue that can be used?
		How will you ensure there is adequate ventilation in the indoor venue if an outdoor court can not be accessed?
		How will you ensure you are fully aware of the venue operators procedures, including rigorous cleaning?
		How will you ensure that strict hygiene and sanitisation protocols are undertaken
	Risk assessment	Who from your club will work with the venue provider to obtain a risk assessment for the venue?
		How will you share with your members how the venue will operate and ensure you adhere to any elements within venue risk assessment
		How will you ensure the Pre-Venue check with enhanced COVID-19 checks are completed at every session and match
	Hygiene & cleaning	How will you ensure the venue being used is cleaned regularly and in line with Government guidance?
		Who will identify heavily used surfaces/points at the venue you use and how will you make members aware of these to help reduce touching these surfaces?
		How will you report any concerns if you are concerned about the cleaning within venues?

	Changing Rooms & showers	How will you share with your members the need for them to arrive ready to play/train and that changing facilities are not available?
		How will you share with any opposition for matches that changing rooms and showers are not available?
	Toilets	What is the procedure for use of toilets at you venue?
		How will you share this with all members?
		How will you share this with any opposition?
	Match Hospitality	How will you ensure refreshments/water are available to be replenished at your venue?
DURING ACTIVITY	Arrival & registration	How will you establish a drop off and pick up system that ensures large numbers at training/in venue is minimised?
		How will registration work at your club including matches ensuring health screening takes place before mixing with others?
		How will you register all attendees whilst maintaining social distancing and ensuring verbal confirmation of being symptom free
		What will your clubs procedure be if someone arrives who symptoms who is U18? Where will they wait for collection by responsible adult
	Activities	How will you ensure all coaches are aware of this plan and the latest guidance from England Netball when planning activities?
		How will any breaks from activity be managed to ensure social distancing is maintained?
		How will you facilitate reminders of COVID-19 rule modifications and common netball behaviours that need to be modified e.g. idle interactions
		Specifically thinking about younger players (particularly U11's) how will you ensure they COVID-19 rule modifications are constantly reinforced and players reminded of the behaviours they need to modify
	Use of equipment	How will you ensure guidance from England Netball re equipment is adhered to?
		How will you ensure the sanitisation of netballs is able to happen regularly (minimum every 15 mins) throughout session?
		How will you manage the use of bibs within your club/league to ensure they are not shared?
	Injury treatment	How will you ensure first aid can be administered appropriately during COVID-19?
		How will you ensure all qualified first aiders within your club are aware of the guidance from St Johns Ambulance?
		What is your venues policy on spectators?

	Spectators	How will you communicate this with your members?
		How will you manage during any competitions where away team have travelled a good distance. Where would any parents who had driven opposition wait?
	Hygiene & PPE	How will hand hygiene been maintained during every session and match?
		What PPE requirements are there for your club
		Who is responsible for ordering/sourcing/providing PPE within your club?
		How will specific volunteers notify when any additional PPE or sanitisation products are required?
POST ACTIVITY	Test & Trace	Who will be contacted and how will they communicate with others any positive cases of COVID-19?
	Review	How will your club check and review the operations of club sessions and activities?
		How will any updates to any procedures or club protocols be issued to all members?
		When will this plan be reviewed in it's whole?
		How will the club committee operate during COVID-19 to ensure timely decisions, reviews and understanding of most up to date guidance?
	Breach in guidance	What will procedure will you have in place to manage any minor breach in the guidance?
		What procedure will you have in place to manage any severe and consistent breach in guidance

CONCORD Netball Club COVID-19 Risk Mitigation Plan TRAINING/COACHING at EISS Sheffield

Received and read COVID-19 Netball Handbook (EN supplied)	<Yes/No>
Watched COVID-19 Netball deliverer training video	<Yes/No>
Venue risk assessment received & reviewed	<Yes/No>
Clear understanding of venue operators guidance for COVID-19	<Yes/No>
<INSERT NAME> Netball Club will.....	Relevant Club Documents to help
email communication, regular reminders on social media and club website	Newly formed COVID Document required - EN template
verbal/visual questioning and visual check - sign in to confirm clear of symptoms. Signage at the venue to raise awareness of symptoms and the process to adhere etc. Parents of juniors to be contactable and in reach for collection	EN template plus temperature cheques (over 37 degrees C to be sent home)
SCNC has a privacy policy already. Attendees will be listed at each activity and will 'sign up' to the data being retained for test & trace purposes specifically. Covered by general statement will encompass COVID regulations	Plan A to use EN QR code, Plan B to log into EN website, Plan C to maintain manual register
Each participant will sign up to a code of conduct issued to each member. Under 18s to have parental consent. Encourage players and club members to read the EN Covid guidance	Club code of conduct and EN info.
Policy statement - with clear communication and training for coaches and club leaders	Club code of conduct and EN info.
Policy statement - with clear communication and training for coaches and club leaders. Remind players and officials of the code of conduct. Consideration to ensure we cover the Net4All training group	Club code of conduct / Inclusion Policy and EN template
Policy statement - with clear communication and training for coaches and club leaders. Links to Row 9	Inclusion policy
Clear communication and sign up to code of conduct. Provide guidance for guardians that the advise is for one guardian to transport one household of participants. Reserve the right to refuse those who do not comply - whistle blowing policy to be embedded in the Covid documentation	Code of conduct - links to Govt. guidance
Under review - not fully clear until age range of participants is clarified. Time slots to be confirmed by Jane following amends from EIS	Venue booking form
Full training review in progress subject to introduction of training programs. Ensure that any volunteers and officials of the club have read the EN guidance. Club to offer to pay for membership. David to confirm volunteer status	EN guidance
Policy statement and sign up to code of conduct. Opt in policy will pick this up	Club code of conduct / Inclusion Policy
Not expected to adversely affect current safeguarding practices. Input from Helen re: Net4All	Safeguarding policy
email communication, regular reminders on social media and club website	Safeguarding policy

Dependant on age group and coach/participant ratios but total not to exceed 30 per court	Venue booking form (Age grouping and timings doc)
SCNC to provide hand sanitiser and disinfectant for equipment. PPE for designated first aiders. Cost up Covid kits for sessions	N/A
Specific information request at sign up	Registration Forms
Fitness checks at training and observation during training	Share video content / Player programme / Net4all videos
email communication, regular reminders on social media and club website, verbal/visual presentation prior to each training session. Encourage everyone to watch the EN video	N/A
Sheffield City Trust Document - close liaison with them to ensure clarity and compliance with their requirements	
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Sheffield City Trust Document - close liaison with them to ensure clarity and compliance with their requirements	Sheffield City Trust - Clubs and Private Hire Covid-19 Requirements Document
Issue detailed venue expectations appended to code of conduct	Social media and website channels
to be discussed	
Sign off form venue about compliance	
Sheffield City Trust Document - close liaison with them to ensure clarity and compliance with their requirements	Sheffield City Trust - Clubs and Private Hire Covid-19 Requirements Document
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COVID 19 team	Sheffield City Trust - Clubs and Private Hire Covid-19 Requirements Document
Open communication	Additional code of conduct for the EISS venue
COVID officer to undertaker pre-activity check with venue provider and walkthrough prior to start. Check list sign-off from provider and club representative.	
Liaison with venues to agree expectations and service delivery	
Clear advance training plans and programmes which will enable SCNC to control activity	
Identify the lead person and build up a relationship with venue management on each occasion the venue is used. Draw up a service level agreement which both parties agree to.	

email communication, regular reminders on social media and club website, verbal/visual presentation prior to each training session	
Work with their COVID 19 officer (or lead) to establish local protocols and both SCNC and venue expectations	
TBC	
Highlight prior to activity via email and social media and emphasise at point of entry to the venue	
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Liaison with venues and pre-arranged/notified instructions	EISS notices to be confirmed
Entry point at venue remote from activity area but within local venue criteria	EN templates
Registration desk to be isolated and managed by trained volunteers - likely to be wearing masks. Obtaining agreement that by entering on the attendance list, they are agreeing to comply with the code of conduct	
Agree with the venue on a clearly defined quarantine area where suspected cases can be isolated until collection by responsible adult	EISS notices to be confirmed
Regular training updates and workshops	
Policy statement and sign up to code of conduct	EN guidelines
email communication, regular reminders on social media and club website reinforced verbal/visual prior and during training sessions. Umpires to cover any match play activity during training .	EN guidelines
email communication, regular reminders on social media and club website reinforced verbal/visual prior and during training sessions but also targeting parents or guardians. Hold regular question and answer sessions. Umpires to cover any match play during training .	EN guidelines
Clear communication reinforced by strict adherence through liaison with venue.	EN guidelines and poster
Provision of suitable disinfectant and cleaning materials. Appoint a non-playing participant responsible for monitoring and actioning cleaning protocols	EN guidelines and poster
Provide enough bibs or alternatives such as adhesive labels - two distinct areas for unused and used bibs. Handling of used bibs to be managed and agreement as to how and who washes them.	
Appoint a qualified first aider for each session and ensure they are familiar with the latest guidance, PPE, CPR emergency numbers and venue protocols	EISS provide First Aid SCNC to apply primary assessment and manage the process
Identify and train existing first aiders in the new guidance	
Minimise but respect parental concerns where minors are concerned. Ask spectators to adopt SNCN code of conduct	

email communication, regular reminders on social media and club website	
In accordance with venue protocol agreed in advance and communicated to the away team in advance	
Provision of hand sanitiser and request for individuals to bring their own	
First aiders covered elsewhere	
COVID 19 team	
Regular stock and usage checks. Calculate minimum requirements to cover expected future usage and supplier lead times. Establish alternative suppliers.	
COVID 19 Officer who will liaise with the local authorities	
Post activity review, full incident reports and no-conformity issues	
email communication, regular reminders on social media and club website	
Ongoing - post sessions and prior to next activity	
Regular weekly meetings and updates	
Clear and communicated Disciplinary process, whistleblowing policy	
Clear and communicated Disciplinary and Grievance process	

Date completed		
Additional Comments:		
Who within our club will do it?	Status	England Netball tips and tools to help
		Social media assets and Health screening checklist
		Health Screening document
		Test & Trace protocol Using Engage for Test & Trace guide Engage test & trace QR poster
David		Risks of COVID-19 in netball information sheet
David		Personal Risk Assessment document
David / Helen T		opt in guidance and statement
David		
David		Travel infographic
Jane / David		
David		
David		
David / Helen T		
David		

Jane		
David / Jo		
David		
Kylie		England Netball VNC activity
Covid Officer coaches and venue staff		
Covid Officer coaches and venue staff		Site signage
Covid Officer coaches and venue staff		
Covid Officer and coaches		
Covid Officer and coaches		Venue selector decision making tool
Covid Officer coaches and venue staff		
Covid Officer coaches and venue staff		
Covid Officer coaches and venue staff		
Covid Officer		
Covid Officer and coaches		
Covid Officer coaches and venue staff		Pre Venue check
Covid Officer coaches and venue staff		
Covid Officer coaches and venue staff		
Covid Officer coaches and venue staff		

Covid Officer and coaches		Arrival infographic
Covid Officer		
Covid Officer coaches and venue staff		
Covid Officer and coaches		
Covid Officer		
Covid Officer coaches and venue staff		
Covid Officer coaches and venue staff		
Covid Officer coaches and venue staff		Arrival infographic
Covid Officer coaches and venue staff		Use of Engage QR code
Covid Officer coaches and venue staff		
Covid Officer and coaches		EN forums
Covid Officer and coaches		
Covid Officer and coaches		Rule Modifications
Covid Officer and coaches		
Covid Officer and coaches		Equipment sanitisation poster
Covid Officer and coaches		Equipment sanitisation poster
Covid Officer and coaches		
Covid Officer and coaches		
Covid Officer and coaches		
Covid Officer coaches and venue staff		

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Covid Officer and coaches		
Full committee		
Full committee		
Full committee		

STATUS	
	Not yet started or considered
	Considered and developing action plan
	Completed, actioned and embedded into our club operations

Meeting with EISS venue Tuesday
22nd September

To discuss EISS internal protocols

