

### WLNC Netball Club COVID-19 Risk Mitigation Plan Training - Wilmslow High School

Our Lead COVID-19 Officer is...	S Smart	Received and read COVID-19 Netball Handbook (EN supplied)	YES	Date completed	16-Sep-20	
Other COVID-19 Officers/squad members are	Louise Wilde Caroline Brown Rosie Harris	Watched COVID-19 Netball deliverer training video	YES	Additional Comments: Review again on or before 16 Oct 2020		
		Venue risk assessment received & reviewed	YES			
		Clear understanding of venue operators guidance for COVID-19	YES			
Requirement	WLNC Netball Club will.....	Relevant Club Documents to help	Who within our club will do it?	Status	England Netball tips and tools to help	
Checking for symptoms	How will you make members of your club aware of symptoms that mean they should not attend netball training or matches?	Make Health Declaration available on website and request this is completed the day before training. Any "Yes" responses will trigger an e-mail to the club/Covid Officer	<a href="https://webservices11.wufoo.com/forms/wilmslow-lightning-health-declaration-form">https://webservices11.wufoo.com/forms/wilmslow-lightning-health-declaration-form</a>	S Smart	Need to communicate out. Live on website	Social media assets and Health screening checklist
	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	Provide IR thermometers to coaches and put in place procedure to test all attendees on arrival	Training proedure TBC	R Harris/L Wilde	Thermometers purchased and temp checks in place.	Health Screening document
	How will test & trace be implemented at your club or league & how will data be stored in line with GDPR/data protection law 2018	Will use EN template with QR code and prepare instructions on how to use. Strongly encourage all attendees to enter details	ONLY NEEDED FOR GAMES	S Smart	Need to prep procedure	Test & Trace protocol Using Engage for Test & Trace guide Engage test & trace QR poster
Opt in Policy	How will you ensure that members understand the risks of COVID-19 in a netball context at your club or league?	Provide a doc based on EN guidance. Must be read as part of Opt-in process	<a href="https://www.wilmslowlightninnetball.co.uk/uploads/6/7/9/2/6792245/wlnc_covdoc-1_covid-19_%E2%80%93the_risks_of_covid-19_in_netball.pdf">https://www.wilmslowlightninnetball.co.uk/uploads/6/7/9/2/6792245/wlnc_covdoc-1_covid-19_%E2%80%93the_risks_of_covid-19_in_netball.pdf</a>	S Smart	Live on website, and circulated to members	Risks of COVID-19 in netball information sheet
	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	Provide a doc based on EN guidance. Must be read as part of Opt-in process	<a href="https://www.wilmslowlightninnetball.co.uk/uploads/6/7/9/2/6792245/wlnc_covdoc-2_covid-19_personal_risk_assessment.pdf">https://www.wilmslowlightninnetball.co.uk/uploads/6/7/9/2/6792245/wlnc_covdoc-2_covid-19_personal_risk_assessment.pdf</a>	S Smart	Live on website, and circulated to members	Personal Risk Assessment document
	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	Request all members Opt-in to netball activity	<a href="https://webservices11.wufoo.com/forms/wilmslow-lightning-activity-optin-consent-form">https://webservices11.wufoo.com/forms/wilmslow-lightning-activity-optin-consent-form</a>	S Smart	Docs live on web-site, and members instructed to complete	Opt in guidance and statement
	How will you understand the needs of any players who may be returning to training post COVID-19 case once they well enough	Ensure members are advised to consult with GP on timing of return to netball. Coaches will check on affected member during the session.	TBC	TBC		
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	Make all members aware of government guidance - provide a link in training presentation - email sent to parents with information 13/9/20	Training presentation	S Smart	Training presentation sent to coaches and on website	Travel infographic
	Do you need to stagger start and finish times to help manage parking at your venue as lift shares may not be possible?	• All visitors, coaches, players and parents/carers should park in the main school car parks. No parking near the Olympic Hall or any buildings.	N/A	N/A	N/A	N/A
Club Personnel	How will you identify any training needs of any club coaches, volunteers, officials or others?	All coaches/ committee memebres to received training materails adapted from England netball on line and via engalnd netball online meetings of 1.9.2020	initial training for stage 2 3/9/2020- l.wilde/ c. brown.Stage 4 guidance powerpoint distributed to coaches 11/9/2020.	C.Brown/ L.Wilde/ S.Smart	Training presentation on website	England netball information meeting 1.9.20. online docs
	How will you understand how your coaches, officials & volunteers feel about returning and how will you support them?	Two meetings taken place with coaching staff prior to stage 2 commencing. Committee members to regular check on coaches/ officials anxiety and address issues. Covid information given	<a href="https://www.wilmslowlightninnetball.co.uk/uploads/6/7/9/2/6792245/wlnc_covdoc-1_covid-19_%E2%80%93the_risks_of_covid-19_in_netball.pdf">https://www.wilmslowlightninnetball.co.uk/uploads/6/7/9/2/6792245/wlnc_covdoc-1_covid-19_%E2%80%93the_risks_of_covid-19_in_netball.pdf</a>	C.Brown/ L.Wilde/ R.Harris	meetings taken place 21/8/20 and 3/9/20	
Safeguarding	How will the COVID risk changes affect safeguarding and can this risk be managed?	adapt accordingly		S.Smart		
	How will this be communicated with club coaches, officials, volunteers and members?	via training information on website		S.Smart		

STATUS	
	Not yet started or considered
	In progress
	Completed, actioned and embedded into our club operations

PRIOR TO ACTIVITY

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?	30	England netball guidance court size If a full size netball court (30.5m x 15.25m) 30 players / coaches	S.Smart	checked	England netball guidance court size if a full size netball court (30.5m x 15.25m) 30 players / coaches
	What additional sanitisation and PPE are required to deliver your activity and how will any replenishing be overseen?	hand washing stations/ hand sanitiser/ wipes for equipment. First aid PPE kit	information sent to parents regarding hygiene	L.Shutter	ordered and distributed during week beginning 7.9.20	
	How will you understand any specific needs of members, e.g. they are shielding or within a higher risk group	register of those at risk created/ personal risk assesment on web site	<a href="https://www.wilmslowlightningnetball.co.uk/uploads/6/7/9/2/6792245/ref-13.-personal-risk-assessment-final.pdf">https://www.wilmslowlightningnetball.co.uk/uploads/6/7/9/2/6792245/ref-13.-personal-risk-assessment-final.pdf</a>	S.Smart	need to establish register of vulnerable/ shielding and distribute to caoches	
	How will you ensure members (particularly playing members) are conditioned and prepared for netball activity	pre-season training taken place . Warm ups before session		R.Harris		England Netball VNC activity
	How will you ensure all members, coaches, officials, volunteers and parents (if appropriate) understand the COVID-19 rule modifications	Prepare Training presentation based on EN guidance, Coaches will train-out. England guidelines on web site Email sent with information 13.9.20.	<a href="https://www.wilmslowlightningnetball.co.uk/uploads/6/7/9/2/6792245/en-restart-guidance.pdf">https://www.wilmslowlightningnetball.co.uk/uploads/6/7/9/2/6792245/en-restart-guidance.pdf</a>	S.Smart		
Movement on site	How will use the venue to ensure social distancing? Drawing a plan may be a useful way to plan this.	Coaches to remind of social distance rules at the start of each session and England stage 4 rules		WHS venue/ coaches		
	How will traffic of people flow at your venue, do you need to establish a one way system?	One way system established by facilities manager and signage to clarify in place		WHS venue/ coaches		Site signage
	What guidance does the venue have in place and how will you ensure you implement it?	Groups should follow designated route issued. Coaches to check.		WHS venue		
	How will you communicate this with all members ahead of the sessions?	Email sent to all members to check web site and What's Apps squad-specific groups to remind players and parents of procedures		C Brown/ L Wilde	email sent / info on website/ whats apps sent regularly	
Indoor Facilities	How will you ensure there is not an outdoor alternative venue that can be used?	outdoor option to be used in event of safe conditions i.e. light/ weather permitting/ no other training groups using outside facilities		Coaches	email sent to decide if available space at WHS	Venue selector decision making tool
	How will you ensure there is adequate ventilation in the indoor venue if an outdoorcourt can not be accessed?	Coaches notified of need to open windows/ doors at facility		S Smart	training slides sent	
	How will you ensure you are fully aware of the venue operators procedures, including rigourous cleaning?	WHS risk assesment obtained . WHS responsible for cleaning fo general area. Coaches responsible for own areas. Committee to maintain continous dialogue with facilities manager		WHS venue/ committee/ coaches	training slides sent	
	How will you ensure that strict hygiene and sanitisation protocols are undertaken	Coaches informed of hygiene protocols- hand hygiene stations available for before after washing. Hands and netballs santiser every 15 minutes		coaches	training slides sent	
Risk assessment	Who from your club will work with the venue provider to obtain a risk assessment for the venue?	Risk assessment provided by site manager r. harris/ l.wilde to liase. Used for club risk assessment / mitigation strategies		R.Harris/L.Wilde		
	How will you share with your members how the venue will operate and ensure you adhere to any elements within venue risk assessment	information will be shared via email and whats app		C Brown/ F Buckley		
Hygiene & cleaning	How will you ensure the Pre-Venue check with enhanced COVID-19 checks are completed at every session and match	coaches to complete pre-venue check before/ after each session ( 10 minutes built in for cleaning/ transition )		Coaches		Pre Venue check
	How will you ensure the venue being used is cleaned regularly and in line with Government guidance?	facilities manager provided info to the club		WHS facilities manager		
	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?	Coaches/ facilities manager to santise heavily used areas e.g. lights/ doors/ netball posts		WHS venue/ coaches		
Changing Rooms & showers	How will you report any concerns if you are concerned about the cleaning within venues?	report to facilities manager. If still unhappy will report to owners of hall i.e. Wilmslow High School		coaches/ committee		
	How will you share with your members the need for them to arrive ready to play/train and that changing facilities are not available?	Via initial Email and updates through What's app		C Brown/ L Wilde		Arrival infographic
Toilets	How will you share with any opposition for matches that changing rooms and showers are not available?	contact made with Team Managers / coaches of opposing sides and information shared		team managers		
	What is the procedure for use of toilets at you venue?	see facilities risk assessment		WHS facilities manager		
	How will you share this with all members?	email/ website		L.Wilde	venue risk assessment put on website	

FACILITY USAGE

DURING ACTIVITY		How will you share this with any opposition?	eamil/ whats app						
	Match Hospitality	How will you ensure refreshments/water are available to be replenished at your venue?	Water fountain available for bottle refills only		WHS venue/coaches				
	Arrival & registration	How will you establish a drop off and pick up system that ensures large numbers at training/in venue is minimised?	training to have 10 minute break between squads allowing groups to disperse/ one way system in place	email sent 13.9.20- whats apps groups to remind parents	C Brown				
		How will registration work at your club including matches ensuring health screening takes place before mixing with others?	coaches to take register for track and trace purposes Health screening question completed by parents/ players on line and team managers to check. Temperature check before each match/ training session	<a href="https://www.wilmslowlightnin.netball.co.uk/covid-19.html">https://www.wilmslowlightnin.netball.co.uk/covid-19.html</a>	C Brown/ S Smart/ L Wilde/ team managers		Arrival infographic		
		How will you register all attendees whilst maintaining social distancing and ensuring verbal confirmation of being symptom free	Health check on line. Coaches/ volunteers to wear face masks when registering/ temperature checking	<a href="https://www.wilmslowlightnin.netball.co.uk/covid-19.html">https://www.wilmslowlightnin.netball.co.uk/covid-19.html</a>	C Brown, team managers				
		What will your clubs procedure be if someone arrives who symptoms who is U18? Where will they wait for collection by responsible adult	parents asked to wait until health checks complete and children to return with them in event of adverse check.			coaches			
	Activities	How will you ensure all coaches are aware of this plan and the latest guidance from England Netball when planning activities?	training materials sent to all coaches			S Smart			
		How will any breaks from activity be managed to ensure social distancing is maintained?	coach reminds about social distancing rules			coaches			
		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	coach / junior coaches to remind			coaches		Rule Modifications	
		How will you ensure guidance from England Netball re equipment is adhered to?	coaches briefing is standardised for coaches to deliver at the start of each session	facilities manager/ coaches to check. Committee members to spot check. Sanitising equipment is given out to coaches			coaches/ committee		Equipment sanitisation poster
	Use of equipment	How will you ensure the sanitisation of netballs is able to happen regularly (minimum every 15 mins) throughout session?	coaches / players provided with sanitising equipment / hand washing stations/ means of disposal of waste			coaches/ L Shutter ( replacement hygiene supplies )		Equipment sanitisation poster	
		How will you manage the use of bibs within your club/league to ensure they are not shared?	each squad provided with own set of bibs/ Team Managers to wash between events			L Shutter/ team managers			
	Injury treatment	How will you ensure first aid can be administered appropriately during COVID-19?	See first aid procedures/ coaches and first aiders aware of rules. PPE provided to coaches and first aiders ( TM's )			coaches/ TM's/ L Shutter	PPE and individual first aid kits given to coaches		
		How will you ensure all qualified first aiders within your club are aware of the guidance from St Johns Ambulance?	email/ whats app link sent to coaches/ first aiders/ Team managers			L Wilde			
	Spectators	What is your venues policy on spectators?	no spectators allowed by the netball courts			C Brown/ F Buckley			
		How will you communicate this with your members?	through whats app/ email			C Brown/ F Buckley			
	Hygiene & PPE	How will you manage during any competitions where away team have travelled a good distance. Where would any parents who had driven opposition wait?	parents who have driven a long way may wait out side or on balcony . Team managers to communicate with opposition before a match			team managers			
		How will hand hygiene been maintained during every session and match?	regular supplies of sanitiser. Coaches and Team managers to ensure sanitising every 15 minutes			L Shutter ( supplies), coaches / Team managers			
		What PPE requirements are there for your club Who is responsible for ordering/sourcing/providing PPE within your club?	coaches provided with masks/ hand santiser/ cleaning equipment. First aid kits provided for each team and contains gloves/ apron / mask.			L Shutter			
		How will specific volunteers notify when any additional PPE or sanitisation products are required?	Lou Shutter kit manager. coaches contact committee and ask for more. Spares kept by committee members. Lou Shutter			L Shutter			
POST ACTIVITY	Test & Trace	parents/ players of the team/ opposition team manager will be contacted in the event of positive cases being reported . Parents to report to the team manager and coach. TM and coach to relate to team/ opposition. Follow NHS track and trace system			coaches/ team manager				
	Review	Who will be contacted and how will they communicate with others any positive cases of COVID-19?							
		How will your club check and review the operations of club sessions and activities?	Covid Officer to check			S Smart\L Wilde\C Brown			
		How will any updates to any procedures or club protocols be issued to all members?	updates issued via email/ whats app			C Brown			
	When will this plan be reviewed in it's whole?	plan to be reviewed at regular intervals e.g. monthly			L Wilde\S Smart				
	How will the club committee operate during COVID-19 to ensure timely decisions, reviews and understanding of most up to date guidance?	committee members in regular contact via zoom/ whats app groups and emails. Covid group established as core group			C Brown\L Wilde\S Smart				
Breach in guidance	What will procedure will you have in place to manage any in the guidance?	see risk assessment			C Brown\L Wilde\S Smart				
	What procedure will you have in place to manage any severe and consistent breach in guidance	in door training/ matches to stop in indoor venues if regular breeches occur			C Brown\L Wilde\S Smart				