

Covid-19 implementation plan - Tuesday class at BSG

This Covid-19 Activity Implementation Plan forms the basis of the Control Measures Le Van Taekwondo is putting in place to protect its members and instructors from the Covid-19 hazard.

This Plan will be reviewed after each session to ensure the Control Measures are being adhered to and are effective in use.

We will also take note of any changes in UK Government advice

The guidance below must be read and followed by all instructors and students.

With thanks to British Taekwondo for the templates!

Products required		
Product	Specification	Check
Hand Sanitiser Gel	Must have 60% Alcohol	
Detergent/Disinfectant	Provided at venue	
Wipes for Equipment	Must contain 60% Alcohol or 1000ppm Chlorine	
Additional items for the club first aid kit	Masks & Gloves (get and keep a few)	
Mop for Floors	Provided at venue	
Member Briefing	Copy of this completed Implementation Plan	

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This Plan forms the basis of the control measures Le Van Taekwondo is putting in place to protect its coaches, members and supporters from the Covid-19 hazard whilst attending class.

Everyone planning to attend our classes must review this document carefully and adhere to all of the measures contained within this plan.

PLAN EDITION DATE:	August 2020
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Club information about new Controls Measures and changes to the Club operation		
Control Measures	Effect on Club participants	Check
Changes to the days and times for training	Classes still run on Tuesdays. The classes will be 45 minutes long to allow for cleaning time- one running 1830-1915, the other 1930-2015. At present we are only running classes for children at Bristol School of Gymnastics.	
Changes to who can train at each class	Students will be allocated a class which they can attend. Prebooking is required.	
Extra measures for members with higher risk and/ or with underlying health conditions	Students attend the classes at their own risk. We will take measures as detailed in this plan and our risk assessment to make it as safe as we can. We recommend that those with underlying health conditions consult their GP before returning to training and discuss any additional requirements with us so we can take steps to accommodate any needs.	

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What should/can I wear?	Please wear your full uniform. If you want to cover your feet, trampoline or gymnastics socks are ideal as they give some grip. Shoes are not allowed in the hall.	
Can I bring a bag?	Yes, but please ensure it is wiped down thoroughly before coming to training and kept away from everyone else's bags whilst in the venue.	
Should I bring my own hand sanitiser and wipes	Yes, sanitiser will be available at the gymnastics school as you arrive but it is better if you can bring your own.	
Should I bring my own First Aid kit?	The club will have a basic first aid kit with plasters, mask and gloves. If you wish to bring your own first aid kit, please leave it in your bag.	
Do we need to wear Masks?	The latest government guidance regarding the wearing of masks should be followed. At time of writing- instructors and students may wear masks if they wish but this is not required. The instructor at the entry point will wear a mask while taking students' temperatures. 2m distancing will be observed during training.	
Can I bring my own water bottle?	Drinks will not be available at the hall. Students must bring their own drinks and must not share. Your drink should be labelled with your name and remain in your bag on your allocated chair, we will have a drink break for everyone during class.	
Do I need to bring my own Pads/Protectors?	We will not be allowing use of any pads yet. Please don't bring any extra equipment with you.	
Can I Change at the Venue?	No. Please arrive in your uniform with belt ready to train. You will be allocated a chair in the changing room or foyer where you can leave your coat, shoes and bag.	

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Can I pay in Cash?	We prefer online payment but if you need to pay in cash, please put it in a sealed envelope with your name written on it. An instructor will show you where to put it.	
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TRAVELLING TO / FROM THE CLUB		
Club information about new Controls Measures and changes to Arrival & Departure		
Control Measures	Effect on Club participants	Check
How should I get to the Venue now (Walk/Car/Bike/Public Transport)?	People should only travel in household groups and maintain social distancing with everyone else at all times	
Is there a specific drop off and pickup point?	<p>Instructions provided by the venue (also available online with pictures https://bristolschoolofgymnastics.co.uk/):</p> <p>We only have one safe way in and out of the gym - through the front doors. To make it simpler we are going to keep parents and children outside until we are ready for them; lining them up along the top pathway to the gym.</p> <p>Markings 2 metres apart will be placed along this path so they can wait safely. This path is on our property and the queue will not cause any obstruction on the public pavement.</p>	

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	<p>When the staff are ready to let the students in, the temperature of the student will be taken. (Staff to wear mask while doing this)</p> <p>If temperature is ok (under 37.4) the student will leave their parents at the front door and the parents will leave down the front steps onto the pavement.</p> <p>This will create a one-way system around the building and make dropping off and collecting simpler.</p>	
What if my lift is late?	<p>Students will be able to wait in an area supervised by an instructor until they are collected - (at the side of the hall away from the other students if the next class has started). No one will be left unsupervised.</p>	

ENTRY / EXIT AND USE OF THE VENUE		
Control Measures in place at the Venue		
Control Measures	Effect on Club participants	Check

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<p>Are there any Control Measures on entry to the Venue?</p>	<p>When the students come into Reception they will be guided to a chair. This will be either in reception or in the changing room.</p> <p>They should leave coats, shoes and drinks on this chair. There will be nowhere for them to change so they should come in their kit.</p> <p>They should use the hand sanitiser by the gym door or their own if they have some.</p> <p>Then they can enter the gym.</p> <p>They will be guided to a blue vinyl mat ready for their warm-up.</p> <p>They must remain on their mat as much as possible especially with their hands. There may be times when they come off their mat. This is to be expected.</p>	
<p>Are there any Control Measures inside the Venue layout?</p>	<p>One way system in the hall- you will enter through the right hand door and return to the foyer via the left hand door. Instructors will direct you during the class.</p>	
<p>Is there a special process for Emergency Evacuation?</p>	<p>Unchanged - In the event of an emergency evacuation, the instructor will pick up the register sheet. Students will be lined up and taken to the emergency exit by their instructor. The register will be rechecked once outside.</p>	
<p>Are there any Control Measures inside the venue toilets?</p>	<p>Students are asked to use the toilet before leaving home. However the toilets in the venue are available if needed and will be cleaned after each class.</p>	
<p>Is water available in the venue?</p>	<p>No. The taps are only for use for washing hands. Students are expected to bring their own drink, in a labelled bottle.</p>	

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What happens when we leave the venue?	At the end of class, your instructor will lead you back to the foyer where you can sit on your chair until you are collected. You will leave out the main front door and should go down the steps to the main road.	
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TAEKWONDO GYM MEASURES		
Control Measures we will use in the Taekwondo Club during the Session		
Control Measures	Effect on Club participants	Check
Have Coaches been trained in these Risk Assessments and implementation measures?	All coaches and club leaders should be fully aware of these risk control measures and expected to apply them at all times	
What happens if there is an accident?	The club will ensure it has a first aid kit at all sessions (regardless of Covid-19 measures) In the event of an accident, an instructor will wear a mask and gloves and provide first aid as necessary. Any incident will be reported to parents when the student is collected (or they will be called if necessary)	
Do coaches and club leaders need to wear gloves?	When handling any shared equipment or using cleaning items, gloves should be worn and then disposed in a secure manner.	

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<p>Is Hand Sanitiser available for Members use?</p>	<p>Yes – there will be hand sanitiser available for use at the hall, if possible please bring your own and keep it in your bag. Students will be required to sanitise their hands every time they enter the hall.</p>	
<p>Are the Mats/Floor clean?</p>	<p>The mats will be cleaned between sessions. Students will be allocated one mat which they will stay on for warmup and line work</p>	
<p>Is the Training equipment clean?</p>	<p>At present, we are not using pads or other equipment.</p>	
<p>What about waste materials that might be infected? (e.g.: tissues, PPE etc)</p>	<p>A separate bin should be provided Secure disposal at the end of a session should be arranged</p>	
<p>Will Track & Trace apply to the Class?</p>	<p>The club will keep a record of everyone attending each class. If any participant is subsequently confirmed to have the virus, they should contact the club for the list of people who they may have been in contact with and inform the local authorities</p>	
<p>What if things change before the next Class?</p>	<p>We require that all students (guardian for those under 18) provide an email address and phone number so we can easily communicate any changes to procedure as government guidance changes.</p>	

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TAEKWONDO TRAINING		
Information on how we will practise Taekwondo during the Class		
Control Measures	Effect on Club participants	Check
Warm Up/Cool Down/Stretching	This will be carried out at 2m distance from other students. There will be no working in pairs or groups.	
Basic Techniques (Up and Down or On the Spot)	This will be carried out at 2m distance from other students.	
Foot Technique/1-1 Kicking / 3 Step /1 Step Sparring	Simulated practice at distance allowed as long as a 2m distance is maintained between students (clear markers on floor).	
Self Defence	Not currently permitted.	
Pad Kicking (e.g. Paddles/Bats/Targets etc.)	Not currently permitted.	
Breaking	Not currently permitted.	
Sparring / Full Contact Sparring	Not currently permitted	

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Poomsae	This will be carried out strictly in accordance with social distance rules from other students (in front/behind and to the sides)	
Club Gradings and other Assessments	Only in accordance with all the above restrictions	