Phase3: Getting coaches ready for return to sport and physical activity





**REVISED GUIDANCE FOR EQUESTRIAN COACHES**

* Coaches can work outdoors (or within covered arenas), providing all activity is consistent with current [Scottish Government guidance](https://www.gov.scot/coronavirus-covid-19/) on health, physical distancing and hygiene – please note that this may be changed and may need to be adapted to at very short notice.
* People who are symptomatic should self-isolate for 10 days: household members for 14 days. No one who is self-isolating should attend a sports activity.
* Coaches and participants should cancel attendance, even if at very short notice, if symptomatic.
* It is the responsibility of each venue operator, club and coach to ensure documented risk assessments, based on local circumstances, are completed prior to any activity taking place. Consider safety first, particularly focusing on minimising the risk of infection/transmission. Appropriate measures must be put in place to ensure participants, staff and volunteers are protected at all times.
* Until 3rd August 2020 coaches should not deliver training to more than 4 households (or extended households) at any one time or to more than 4 households (or extended households) per day.
* From 3rd August 2020 restrictions will be lifted on the number of households (or extended households) that can be coached per day.
* Scottish Government has indicated that the size of groups/household numbers that can be coached at any one time is being reviewed. An update will be provided as soon as it is available.
* A maximum of 15 people, including the coach and participants can participate in a session, unless coaching children - children under 12 years old do not need to maintain physical distance between themselves.
* Physical distancing and hygiene measures must be fully implemented and maintained.
* Coached equestrian activity is generally non contact. Where organised outdoor contact equestrian activity and exercise is to be undertaken by children and young people it must be subject to **horse**scotland agreeing individual Member Body guidance with **sport**scotland covering the following areas:
  + - * physical distancing
* health, safety & hygiene measures for children’s activity which should be in line with guidance provided within this document
* participant numbers and duration of organised activity should adhere to current Scottish Government guidance and also best practice for your activity in relation to age and ability.
* adult involvement and associated interaction ratios
* Scottish Government has provided an indicative date of 24 August 2020 for guidance to include adult outdoor contact sport and exercise if appropriate guidance is followed.

For further information please refer to [Return to Sport & Physical Activity Guidance](http://www.sportscotland.org.uk/covid-19/latest-outdoor-sport-and-physical-activity-guidance/)

Up to date guidance on extended households, physical distancing and travel is available at [[Scottish Government Guidance: Staying safe and protecting others](http://www.gov.scot/publications/coronavirus-covid-19-phase-2-staying-safe-and-protecting-others/pages/meeting-others/).](http://www.gov.scot/publications/coronavirus-covid-19-phase-1-staying-at-home-and-away-from-others/pages/meeting-others-outdoors/)

**At all times coaches should:**

* + adhere to the Scottish Government’s physical distancing guidelines of staying at least 2m away from others and ensure participants they are coaching do so too. No contact training should be undertaken unless as stipulated in the [Return to Sport & Physical Activity Guidance](http://www.sportscotland.org.uk/covid-19/latest-outdoor-sport-and-physical-activity-guidance/).
  + plan appropriately for the session in advance, be aware of responsibilities, be clear on expectations with participants and build in a review period to reflect on effectiveness and safety of the session. A detailed document including checklists is available to support coaches at [Getting Coaches Ready for Sport](http://www.sportscotland.org.uk/covid-19/getting-your-coaches-ready-for-sport/).
  + ensure signage on guidelines for participating safely and promoting hygiene measures are clearly displayed and up to date.
  + consult Scottish Governing Body guidance for the relevant sport or activity being delivered. This can be found at [Covid-19 Scottish Governing Body Guidance](https://sportscotland.org.uk/covid-19/latest-outdoor-sport-and-physical-activity-guidance/)**.** Where relevant, also check with your venue provider to ensure you follow their specific guidance and processes.
  + be aware of their responsibilities and that of their participants before, during and after each session.
  + check, in advance of delivery, that appropriate insurance policies are in place for all coached activities and that their insurance is valid for the activities they plan to deliver.
  + find out about their direct and surrounding delivery environment in advance of the session and contact the venue operator, where relevant, to confirm any changes in processes and procedure
  + ensure appropriate policies are in place and in line with respective Scottish Governing Body safeguarding best practice.
  + ensure they have an approach to activity that is feasible and safe to deliver.
  + Coaches working with children should familiarise themselves with the additional considerations developed by **Children 1st**: [Child Wellbeing and Protection Considerations](http://www.sportscotland.org.uk/media/5774/cyp-return-to-sport-after-covid-19.pdf)

**Coach communication:**

* + Coaches should communicate clearly and regularly with participants setting out what they are doing to manage risk, and what advice they are giving to individuals before, during and after visits to the venue/activity.
  + Ensure there is a process for cancellation should it be necessary.

**Health, Safety & Hygiene:**

* Coaches should ensure they have access to first aid and emergency equipment. Coaches should ensure that first aid equipment has been updated appropriately for the COVID pandemic and first aiders have appropriate training.
  + When undertaking coaching, the coach should ensure, where possible, that everyone involved avoids touching surfaces, sharing equipment and touching their mouth and face.
  + Cleaning, hand, and respiratory hygiene are core measures and provision should be made for these. Clear guidance and plans are needed for cleaning of equipment and waste disposal. Toilets may be available if operators follow the guidelines outlined on the Scottish Government website [Opening Public Toilets Guidelines](http://www.gov.scot/publications/coronavirus-covid-19-public-and-customer-toilets-guidance/pages/overview/). Please check with your venue operator in advance of your session
* Coaches should ensure hand sanitizers or wipes are available for use at entrance/exit to activity where possible and ask participants to bring their own hand sanitiser (hand sanitiser should be at least 60% alcohol based and detergent wipes appropriate for the surface they are being used on)
* All appropriate cleaning procedures and equipment/disinfectant should be provided as per Health Protection Scotland guidance. Cleaning products should conform to EN14476 standards.
  + A checklist for health, hygiene and cleaning considerations and actions is available here: [Getting your Facilities Fit for Sport](http://www.sportscotland.org.uk/covid-19/getting-your-facilities-fit-for-sport/)
  + Further guidance is available at;

[Health Protection Scotland: General guidance for non-healthcare settings](http://www.hps.scot.nhs.uk/web-resources-container/covid-19-guidance-for-non-healthcare-settings/)

[Health Protection Scotland: Cleaning in a non-healthcare setting](http://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings)

[Health Protection Scotland: Hand hygiene techniques](http://www.hps.scot.nhs.uk/a-to-z-of-topics/hand-hygiene/)

[Health and Safety Executive: First aid during the coronavirus (COVID-19) outbreak](https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm)

[St. John's Ambulance: Covid-19 advice for first aiders](http://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/)

[HSE: First Aid during the coronavirus](http://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm)

**Equipment provision & use:**

* + Participants should bring their own equipment where possible, including sport specific items.
  + Where shared equipment is necessary for an activity appropriate hygiene measures must be put in place to ensure the equipment is thoroughly cleaned before, during and after use.
  + No personal equipment should be left at a facility by a coach or participant once the activity has ended.

**Bookings and payment:**

* + Online bookings should be taken if possible. If not, alterative measures should be put in place including phone bookings.
  + Where possible and in line with Data Protection regulations, a register of users should be kept in case there is a need to track and trace. Please follow any guidance provided by your employer or venue operator.
  + Consider introducing buffer periods between sessions to stagger start times so that participants do not all arrive/leave at the same time.
  + Where possible use online or contactless payment options and avoid handling cash.

**The Workplace Team:**

* Workers, venue operators and clubs must ensure that they follow all relevant workplace guidance for contractors and staff and that existing health and safety advice is maintained and aligned. This should be detailed in the documented risk assessment.