



Club COVID-19 Policies & Procedures Phase 1

South Durham Gymnastics Club
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REVIEW PERIOD	REVIEW DATE	SIGNED
Issue Date	August 2020	Melissa Spence – Development Manager
Review Date	Ongoing	

THESE PROCEDURES WILL REMAIN UNDER CONSTANT REVIEW & WILL FOLLOW GOVERNMENT GUIDANCE ON SOCIAL DISTANCING AND OTHER COVID-19 MEASURES

Phase 1: Reopening The Gymnastics Centre

Team Pink are incredibly excited to be able to open our doors and welcome you back to South Durham Gymnastics.

To ensure we can meet Government, Durham County Council and British Gymnastics guidelines, we have implemented a brand-new timetable that will allow for social distancing within the gym. Our reopening will be phased, starting with us the return of our Squad Gymnasts followed us welcoming back our Recreational and Pre-School members.

In this policy, we've set out what processes will be in place as part of our 'Phase 1' re-opening. As we are in the position to open up more sessions, and / or as Government guidance changes, this policy will be amended and communicated to you, our members. We will also keep the most up to date version on our [website](#).

Until then, we hope you will understand why these steps are needed and that you'll support us as we all adjust to our 'new normal'.

We've completed a full risk assessment of our activities which we will continue to review, this can be found on the club website alongside our COVID cleaning procedures.

Changes We Have Had To Make - Recreational Programme

Pre-School and Recreational (Gymnastics & Trampolining) sessions will now run in 'Groups'. Groups will come in every ten minutes and rotate around the equipment. Within our gymnastics classes, we have broken down session age categories to allow each group to be coached more appropriately for their age and ability. Furthermore, each group will have their own dedicated coach for the session. This coach will supervise all of their weekly sessions (with the exception of illness or annual leave).

Pre-School Gymnastics: Will run in groups of 6. As we resume classes, to assist with social distancing and safe access to equipment, all Pre-School participants will need to be accompanied by an adult during their class (1 adult per child).

Pre-School Gymnastics		
Age	Ratio	Added Guidance
2 – 3 years	1:6	Children must be accompanied by an adult*
3 – 4 years	1:6	Children must be accompanied by an adult*

**As we resume classes, to assist with social distancing and safe access to equipment, all Pre-School participants will need to be accompanied by an adult during their class.*

Gymnastics: Will run in groups of 6 (for children aged 4-6) and in groups of 8 (for children aged 6-8, 8-10, 10-12 and 12+).

Gymnastics		
Age	Ratio	Added Guidance
4 – 6 years*	1:6	Reception & Year 1
6 – 8 years*	1:8	Year 2 & Year 3
8 – 10 years	1:8	Year 4 & Year 5
10 – 12 years	1:8	Year 6 & Year 7
12 + years (Teen)	1:8	Year 7 +

**We will continue to run boys only sessions for this age group*

Trampolining: Will run in groups of 9 (for children aged 4-8, 8-12 and 12+).

Trampolining		
Age	Ratio	Added Guidance
4 – 8 years	1:9	Reception, Year 1, Year 2, Year 3

8 – 12 years	1:9	Year 4, Year 5, Year 6, Year 7
12 + years (Teen)	1:9	Year 7 +

Recreational blocks will now run for 6 – 8 weeks, as opposed to 10 – 12 weeks.

Changes We Have Had To Make - Squad Programme

Squad sessions will now run in smaller 'Groups', with staggered start and finish times. Each group will have a maximum of 9 gymnasts (in many cases there are less) and have their own dedicated coach. This coach will supervise all of their weekly sessions (with the exception of illness or annual leave).

All squad gymnasts will be expected to have their own 'kit', and this must be cleaned and sanitised appropriately before each session. Equipment cannot be shared between gymnasts therefore it is imperative that gymnasts are organised ahead of their sessions, for example – no chalk may result in not being able to train on bars. Specific kit lists for each squad group will be communicated via email.

Gymnasts are expected to wear a clean leotard each time they come to training. Prompt arrival (5 minutes before session commencement) is essential in order to enter the gym in your assigned group. Failure to arrive on time may result in your gymnast being unable to access the facility.

Booking Onto A Recreational Class

As we need to manage the number of people within the facility, all current recreational members (those that were part of the sessions in March when the Centre closed) will be given priority access to book onto a new session(s). Session spaces will be secured on a first come, first served basis.

Booking will need to be done online, via your child's [South Durham Gymnastics account](#).

When rebooking your child onto a session, we request that you check all personal details are up to date, including your contact number / email address, emergency contact details and any medical details.

As the Club transitions into the new timetable, there is still a lot of work that needs to be done behind the scenes to manage the waiting lists associated with the 'old' timetable. We thank everyone for their patience as we work through this.

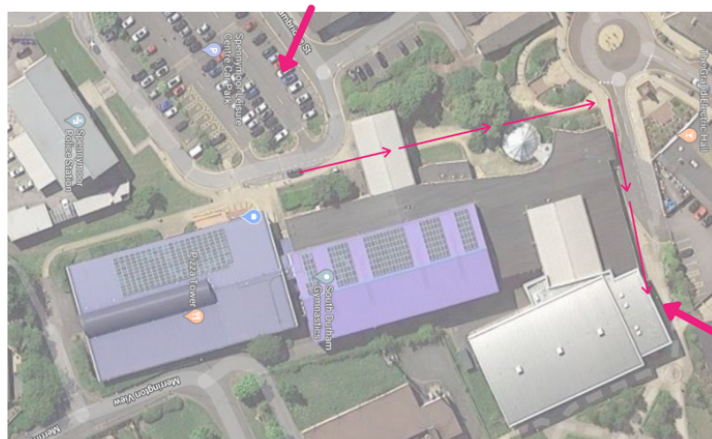
Travelling To & Arriving At The Gymnastics Centre

- Travel to / from the Gymnastics Centre should only be with people from within your own household/bubble
- Access to the Gymnastics Centre will now be via the fire door behind the Grand Electric Hall; members will need to queue up the ramp to the Centre, adhering to social distancing guidelines. Please note that you will not be able to access the Gymnastics Centre via the main Leisure Centre entrance
- Timetables will have been carefully planned to manage cross over times, so it is important that you are on time for arrival and collection of your child
- We ask our members to arrive no earlier than 5 minutes before their designated class start time to avoid congestion
- Upon your session start time, a member of Team Pink will invite you into the building, at which point each person entering the building (children and adults) will have their temperature checked
 - If your temperature is above 37.8 degrees, you will be asked to wait a couple of minutes before trying again, if it remains over 37.8 degrees you will not be permitted into the building
- Registers of everyone attending the building will be kept for 21 days so that we can comply with NHS Test and Trace
- Following the temperature check, everyone is required to use the hand sanitiser provided before proceeding further into the building – we thank you for your cooperation with this

- Due to some of the public spaces in the Gymnastics Centre not allowing a full 2mtrs for social distancing, anyone over the age of 11 (unless medically exempt) will be asked to wear a face covering when in the building
 - Gymnasts will not be asked to wear a face covering when participating, and will be able to remove it as they enter the Gymnastics Hall

Access to the Gymnastics Centre:

MAIN LEISURE CENTRE CARPARK



GYMNASTICS CENTRE
ENTRANCE

Spectating / Viewing Gallery

Upon initial reopening, in accordance with Durham County Council policy, we will be unable to accommodate spectators on the viewing gallery.

The SDG team are working very hard in partnership with DCC to reopen the viewing gallery as soon as possible, in line with social distancing guidelines.

Parents / guardians are requested to drop off their child at the new gym entrance door and avoid entry unless in an emergency or at request of SDG. Access may be granted to a parent / guardian should they need to visit the Club Reception or assist their child with the use of the toilet before a session; but the parent / guardian must then leave the premises, collecting their child at the same door upon the allocated class finish time.

Parents / guardians of children with additional needs who need to remain on site should contact the Office to make appropriate arrangements (01388 811877 / gym@southdurhamgym.co.uk).

Being Ready For Your Gymnastics Session

- So that your gymnasts are ready to go, we ask that each participant arrives in sports kit ready to train. They should wear comfortable clothes and shoes that are easy to take on / off, long hair must be tied back, and all jewellery (including earrings) must be removed
 - Unlike previously, coaches will not be able to assist with tying hair back, removing or taping up jewellery so it is imperative that parents / guardians assist in this process
- Please bring with you as few belongings as possible – limiting belongs to a water bottle and essential medication where possible

Access To Toilets & Changing Rooms

- The male and female toilets and changing rooms, both upstairs and downstairs will be closed
- We ask for gymnasts to arrive at the Centre in their kit, ready to participate
- The accessible toilets will remain open on both floors, allowing one person in / one person out

What Will Gymnastics / Trampolining Sessions Look Like?

- Gymnasts will be greeted by their coach outside of the Gymnastics Hall and led into the gym to the duckets; outdoor shoes and other outdoor clothing will be placed into the duckets before following the coach around the designated pathway to their warmup space / trampoline
- Drinks will be placed in a drinks holder, which will be carried by the coach – so children can get a drink at any point without needing to return to the duckets
 - Participants will need a clearly labelled water bottle; we request that water bottles are filled with water / flavoured water (clear liquid) and not fizzy / sports drinks such as Lucozade / Coca-Cola
- Coaching staff will wear face coverings whilst they coach
- Music will not be played (where possible) and if it is, it will be played at a reduced volume to remove the need for shouting
- Sanitising stations will be positioned throughout the Gymnastics Hall, with requirements to sanitise at the start of each session and upon each equipment changeover / kit rotation
- Where possible, individual equipment will be used (e.g. floor beams) and will be cleaned down before being used by the next gymnast
- Where equipment sharing cannot be avoided (e.g. vault), the equipment will be cleaned before and after the group use the apparatus within the rotation
- Upon reopening the facility, the foam pits will not be used. Though mats will be placed on top of the foam to allow for a soft-landing area
- Squad gymnasts using handguards, wristbands, water spray, chalk, foam rollers etc. will be required to bring their own to each training session; sharing chalk bowls will be removed from the gym
- Gymnasts and coaches will be required to maintain social distancing at all times within the Gymnastics Hall. Coaches will not be able to support skills or assist gymnasts with getting onto / off equipment – therefore equipment rotations will be tailored to meet the age / ability of each group of gymnasts – ensuring safe practice all round. Coaches will only intervene if a gymnast is in immediate danger / at risk of injury
- In the event of First Aid needing to be administered, the person administering the First Aid will be required to wear PPE (face mask, disposable apron, disposable gloves)

Exiting the Gymnastics Centre

- We will be unable to keep hold of any lost property, so it is important to check you have all belongings before leaving the Centre
- As sessions come to a close, gymnasts will be led back to the duckets to gather their items; they will be escorted out of the Gymnastics Centre to the same fire door they entered at, to be collected promptly by a parent / guardian

When Not To Attend The Gymnastics Centre

All staff, gymnasts and parents / guardians should be aware of the main [COVID-19 symptoms](#).

You must not attend our classes if you, someone you live with, or if someone within your support bubble is showing symptoms of Coronavirus, has tested positive for Coronavirus or if you have been told to self-isolate by NHS Test and Trace. Anyone displaying symptoms will not be allowed into the Gymnastics Centre and will be required to leave immediately. Please follow NHS and government guidance, and if required, get yourself tested. If you receive a positive test, you must inform the club ASAP by emailing gym@southdurhamgym.co.uk.

You should also not attend classes if you have recently returned from a [country which requires a period of self-isolation](#) upon return. You will be permitted to return once you have completed the necessary self-isolation period.

Cleaning The Gymnastics Centre

The Centre will undergo a deep clean before reopening. 'Standard Cleaning' will take place throughout the whole Centre at the beginning / end of each day. 'Assurance Cleaning' will take place in high touch point areas on an hourly basis during operating hours. Gymnastics equipment will be cleaned where possible between each rotation (as aforementioned).

Full details of our COVID Cleaning Procedures can be found on our website.

Closure Of The Gymnastics Centre

In the event of the Gymnastics Centre needing to close due to a 'local lockdown' or otherwise, where possible sessions will continue to be offered online – delivered on the same day / time and by the groups individual coach.

Managing Expectations

Whether you are bringing your little one back to Pre-School, or whether your daughter is a competitive Squad gymnast itching to be back on the bars – there is going to be a period of transition when coming back to the gym. Please do not expect too much of yourself (or your little ones)!

If you have any questions or concerns about your child's return to South Durham Gymnastics, do not hesitate to contact us: 01388 811877 / gym@southdurhamgym.co.uk

Providing Us With Your Feedback

By booking on to attend any of our sessions, you agree to our COVID-19 Policy and will be refused entry if continually unable to adhere to the steps we've put in place.

Theoretically our reopening plans work on paper, however, this is new to us all. We may need to make changes to our operating procedures as we reopen and put theory into practice. We thank you in advance for your patience and feedback on this.

The gym has 5 COVID Officers in place; if you have any questions, concerns or feedback about our practices, do not hesitate to contact one of them:

- Melissa Spence - melissa@southdurhamgymnastics.co.uk *Note: Melissa will be on maternity leave from Jan 2021*
- Kelly Milnes - kelly@southdurhamgymnastics.co.uk
- Jenna Maynard - jenna@southdurhamgymnastics.co.uk
- Helen Maxwell - helen@southdurhamgymnastics.co.uk
- Becca Armstrong - becca@southdurhamgymnastics.co.uk

Thank You

&

We Look Forward to Welcoming You Back Very Soon!