



# **COVID-19 Lockdown Routemap**

## **PHASE 3 Guidelines:**

### **EXTENSION TO EXERCISE**

## **July 2020**

**These guidelines apply to Scotland only, and have been produced in line with the Government guidance on public spaces, outdoor activity and exercise published on 10 July 2020.**



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## INTRODUCTION

Following the move to Phase 3 of the Scottish Government's routemap out of COVID-19 lockdown (announced on 9<sup>th</sup> July 2020), some further relaxations have been introduced which WWS have now incorporated into their guidelines (originally published 19 June 2020) for clubs and participants to ensure waterski and wakeboard activity can continue to take place in Scotland in a way which meets the updated government guidelines.

Providing all activity is consistent with current Scottish Government guidance on health, physical distancing and hygiene, waterski and wakeboard activities can continue to be undertaken. Clubs, facilities and participants should be aware that guidance may require to change at short notice.

People who are shielding are permitted to undertake activities providing strict physical distancing is adhered to.

People who are symptomatic should self-isolate for 7 days; household members for 14 days as per NHS guidance. No one who is self-isolating should attend an outdoor sports facility/activity.

Clubs and participants should be aware that the easing of restrictions does not mean that all facilities/venues will open immediately. Waterski and wakeboard venues/facilities across the country are often different and operate in different local contexts including club or privately run. Assessing whether safe exercise can be provided depends on a range of factors, which apply differently at each venue/location. Owners and operators will require time to consider all the implications of opening facilities/venues and put plans in place to re-engage staff and to set up operations that ensure the safety of participants, staff and volunteers. This is a difficult time for everyone so please be patient.

## GENERAL GUIDELINES

1. The club committee or venue operator should ensure all appropriate management processes are in place so that they can effectively oversee and maintain the implementation of measures outlined in this document. Clubs and venues are advised to take time to ensure they reopen safely.
2. It is the responsibility of each venue, club and deliverer to undertake documented risk assessment, based on their local circumstances, prior to activity taking place. Consider safety first, particularly focussing on minimising the risk of infection/transmission. Appropriate measures must be put in place to ensure participants, staff and volunteers are always protected.
3. Only outdoor sport and physical activity should be undertaken at this time with all indoor exercise and social facilities remaining closed.
4. Indoor and outdoor hospitality, including club houses which provide catering and bar services, can reopen providing they adhere to Scottish Government guidance. (Indoor hospitality only from 15 July).
5. Clubs committees, venue operators and deliverers should check with their insurance company that correct and full insurance cover is in place and valid before any activity takes place.
6. At all times, participants and venue operators should adhere to the Scottish Government's physical distancing guidelines in force at the time.
7. Travel guidance outlined by the Scottish Government should always be adhered to. Guidance is available at [Staying Safe and Protecting Others: Travel](#)
8. Furloughed staff:
  - a. It is for each venue/club employer to decide when it is the appropriate time to return staff to work from the [Coronavirus Government Job Retention \('furlough'\) scheme](#).
  - b. A furloughed employee can take part in volunteer work if they do not provide services to, or generate revenue for or on behalf of, your organisation or a linked associated organisation.
9. Guidelines will be updated as we progress through the different phases of the Scottish Government Covid-19 route map. Current information is available at [Scottish Government: Covid-19 Framework for decision making](#).

## FACILITY/VENUE GUIDANCE

1. **sportscotland** has produced the [Getting your Facilities Fit for Sport](#) guidance to help owners and operators of sports facilities as they prepare for when sport/activity resumes. The guidance is applicable to all phases of the Scottish Government Covid-19 routemap and can be adapted to support other planning-based work being undertaken by sports, clubs and community organisations.
2. Indoor facilities including club houses, locker rooms, storage and activity areas should remain closed to the public.
3. Clubhouses can re-open to provide indoor bar and restaurant services if following Scottish Government guidance. Further information is available at [Scottish Government: Tourism and Hospitality Guidance](#).
4. Sports facility operators and clubs may now open toilets for public use if they follow the guidelines outlined on the Scottish Government website [Opening Public Toilets Guidelines](#).
  - a. Public toilets are defined as any toilets accessible to the public. The opening of toilets should be accompanied by local risk assessment, and control measures should be proactively monitored by clubs/operators.
  - b. All appropriate cleaning procedures and equipment/disinfectant should be provided as per Health Protection Scotland guidance.
5. Retail units operated by clubs and venues may reopen provided all specific Scottish Government guidance for retailers is in place and adhered to. Further information from the Scottish Government is available at [Retail Sector Guidance](#).
6. No spectating should take place other than where a parent is supervising a child or vulnerable adult. Physical distancing guidance should always be followed.
7. Limits on the number of participants accessing outdoor facilities should be risk assessed to ensure physical distancing can be maintained. This should take into consideration that at phase 3 you can meet with up to four other households (or extended households) at a time outdoors, and no more than 15 people in total at a time.
8. Outdoor Sports Areas
  - a. Venues and clubs may re-open all outdoor sports areas if documented risk assessments are undertaken and all appropriate measures are put in place to ensure the safety of participants, staff and volunteers. Indoor areas remain closed.
  - b. Please refer to additional guidance produced by **sportscotland** at: [Getting Your Facilities Fit for Sport](#).

- c. Activity or exercise undertaken in sports areas must fully comply with Scottish Government household and physical distancing with appropriate hygiene and safety measures also in place.

#### 9. Organised Outdoor Sport for Children

- a. Organised outdoor sport specific activity can be undertaken by children and young people from 13 July with a phased implementation subject to WWS agreeing guidance with **sportscotland** covering the following:
- b. All sports organisations providing children's activity must abide by relevant SGB guidance and have a named 'Covid Officer' who will complete documented risk assessments and ensure all appropriate mitigations are put in place before any children's outdoor activity is undertaken.
- c. Physical Distancing
  - i. Children aged 11 years and younger are not required to physically distance, as set out in Scottish Government guidance. This extends to organised sports activity and the field of play
  - ii. For older children aged 12-17 a 'field of play bubble' can be created during organised sports activity that allows contact whilst the activity is taking place, in effect suspending physical distancing guidelines for the duration of the activity. Normal physical distancing guidelines will however apply before and after the activity takes place.
  - iii. Coaches and other adults supporting organised activity should attempt to keep physically distant where possible, but it is recognised that this will not always be possible. In such circumstances the club 'Covid Officer' should consider appropriate mitigating actions as part of the risk assessment.
  - iv. Specific considerations should be given to supervision of children under the age of 5 years as it is not appropriate for young children to maintain the models of physical distancing that are suitable for older children, either practically or in terms of child development. You may, for instance, ask a parent to be present.
  - v. Where an employee/volunteer is providing an activity, relevant work placed risk assessments and consultation should take place in advance of any activity being undertaken. See the Businesses, Workplaces and Self-Employed People section at [Scottish Govt: Covid-19](#)
  - vi. Parents/guardians who are supervising their children should abide by Scottish Government physical distancing guidance and stay at least 2m away from those out with their own household. Groups of parents from different households should not congregate before, during or after the activity.
- d. Health, safety and hygiene measures for children's activity should be in line with guidance provided within this document.



- e. Make hand sanitizers or wipes available for use at entrance/exit to venue/facility where possible. Hand sanitiser should be at least 60% alcohol based and detergent wipes appropriate for the surface they are being used on. Cleaning products should conform to EN14476 standards.
- f. A checklist for health, hygiene and cleaning considerations and actions is available here: [Getting your Facilities Fit for Sport](#)
- g. Further guidance is available at;  
[Health Protection Scotland: General guidance for non-healthcare settings](#)  
[Health Protection Scotland: Cleaning in a non-healthcare setting](#)  
[Health Protection Scotland: Hand hygiene techniques](#)  
[St. John's Ambulance: Covid-19 advice for first aiders](#)

#### 11. Maintaining physical distancing

- a. At all times, venues and clubs should ensure participants adhere to the Scottish Government's physical distancing guidelines including before, during and after the activity or when taking breaks.
- b. Participants must ensure that they follow guidance from the club/venue on the maximum numbers able to take part in the activity.
- c. Access through an indoor area can be provided if suitable risk assessments and safety measures are put in place. These should include restricting access to one person at a time, ideally with a one-way system in operation, and no contact with hard surfaces such as door handles. Persons moving through the area should not stop or congregate at any time.
- d. A checklist for physical distancing considerations and actions is available here: [Getting your Facilities Fit for Sport](#)
- e. Activity should start and finish at the dock rather than a boat start. If a boat start is necessary then the participant must sit on the back of the boat until ready to start, maintaining social distancing guidelines at all times.
- f. If a participant has been on the back of a boat they must wipe down the area with spray and disposable towels.
- g. Where an observer is required in the boat, guidelines on social distancing must be observed.
- h. Further information on physical distancing guidance is available at [Staying Safe and Protecting Others](#).

#### 12. Equipment provision and use

- a. Clubs and venue operators should, where possible, remove equipment including benches, scoreboards, tables and any other objects that are not essential for participation purposes.

- b. Where the above is not possible appropriate cleaning measures, including provision of sanitiser and disposable gloves, should be put in place to reduce the risk of contamination.
- c. Bins may be provided but should be regularly checked, cleaned/sanitised, emptied and disposed of using appropriate personal protective equipment.
- d. All fixed equipment should be checked prior to use to avoid participants having to adjust or touch it.
- e. Where shared equipment is necessary for an activity (eg wetsuits, ropes, handles, skis and boards) appropriate hygiene measures must be put in place to ensure the equipment is thoroughly cleaned before and after use.
- f. If the driver is swapped between sets then the leaving driver must wipe down steering wheel / keys / gear handle / boats side and windscreen with antiviral spray and disposable towels. (Dispose of in onsite bin)
- g. No personal equipment should be left at a facility by a participant once the activity has ended.

### 13. Competitions

- a. Competitions or events where groups of more than 5 households (or extended households) (maximum of 15 people) congregate at any one time are not permitted.
- b. Competitions should only be undertaken locally and informally where household, physical distancing and hygiene measures are in place.

### 14. Bookings and payment

- a. Please note: during this phase, adult participants must not be new to the sports of waterski and/or wakeboard ie must have a level of ability that does not require any physical contact/assistance from coach/driver.
- b. Online bookings should be taken if possible. If not, alternative measures should be put in place including phone bookings.
- c. 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.
- d. Consider introducing buffer periods between sessions to stagger start times so that participants do not all arrive/leave at the same time.
- e. Where possible use online or contactless payment options and avoid handling cash.

### 15. Communication with members/customers

- a. Clubs and operators should communicate clearly and regularly with members and 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.

- b. Make them aware in advance of measures you are putting in place at your venue, and guidelines they are asked to follow.
- c. Ideally clubs/operators should publish an action plan detailing their plans to re-open safely.
- d. Communicate clearly opening times and how people can safely access a facility, if relevant, for example through a booking or queuing system.
- e. It is more important than ever to consider inclusive guidance for people who need support to be active and clubs/venue operators should consider this as part of their work to encourage people to return.
- f. Ensure signage on guidelines for participating safely and promoting hygiene measures are clearly displayed and up to date.

#### 16. Workforce

- a. Clubs and venue operators must ensure that relevant workplace guidance is followed for contractors and staff and ensure existing health and safety advice is maintained and aligned. This should be detailed in the risk assessment.

#### 17. Coaching

- a. Please note: during this phase, adults participants must not be new to the sports of waterski and/or wakeboard ie must have a level of ability that does not require any physical contact/assistance from coach/driver.
- b. Guidance for coaches, leaders, personal trainers, and instructors is available at [Getting your coaches ready for sport](#).
- c. Coaches and instructors working with children should familiarise themselves with the additional considerations developed by **Children 1<sup>st</sup>**: [Child Wellbeing and Protection Considerations](#).

#### 18. Facility re-instatement advice and support

**sportscotland** has produced the [Getting your facilities fit for sport](#) document to provide support to owners and operators of sports facilities/venues to help them plan and prepare for when sport can resume.

This guidance document includes a four-stage best practice plan that we recommend owners and operators follow to ensure the health and safety of participants is protected.

## PROCEDURES FOR PARTICIPANTS

The following guidance can be used to support participants. Consider using it in the context of before, during and after the activity. Please note: during this phase, participants must not be new to the sports of waterski and/or wakeboard ie must have a level of ability that does not require any physical contact/assistance from coach/driver.

1. Stay up to date
  - a.Scottish Government information is available at [Scottish Government: Coronavirus in Scotland](#) .
  - b.Be aware that guidance can change, and restrictions may be reintroduced - ensure you have checked the latest version of guidelines for your activity.
2. Travelling to and from an activity/venue
  - a.Please check before you leave if toilet facilities will be available at the venue.
  - b.Wash your hands with soap and water for at least 20 seconds before leaving home. Information on hand hygiene is available at: [Health Protection Scotland: Hand hygiene techniques](#)
  - c. Where possible avoid using public transport and adhere to Scottish Government physical distancing and travel guidelines.
  - d.Arrive as close as possible to when you need to be at the venue/facility and allow others to leave before you enter. If you need to wait, then do so away from the facility and clear of the gates.
  - e.Take your own hand sanitiser to the venue and use regularly throughout the activity.
  - f. Take your own hydration / food to the venue.
  - g.If driving, park your car in such a way as to facilitate physical distancing.
  - h.Avoid touching fixed equipment including gates, fences or benches.
  - i. After completing your exercise/activity return directly to your car (if appropriate) and leave.
3. Health & Hygiene
  - a.If you need to sneeze or cough, do so into a tissue or upper sleeve. Dispose of your tissue into an appropriate bin supplied at the venue or place in a plastic bag and take home. Wash your hands afterwards for 20 seconds.
  - b.Avoid touching your face and ensure to clean your hands with at least 60% alcohol gel when you finish participating.

4. Maintaining physical distancing

- a. At all times, participants should adhere to the Scottish Government's physical distancing guidelines including before, during and after the activity or when taking breaks.
- b. Coaches, officials, parents and guardians must continue to observe physical distancing as part of children's activity as a coach, official or spectator. Please refer to any specific club/venue guidelines.
- c. Please ensure to follow guidance from your sport's governing body, club or operator on maximum numbers able to take part in the activity.
- d. Where access through an indoor space to an outdoor facility/venue is provided, access should be for one person at a time, ideally with a one-way system in operation. Participants should ensure not to make contact with hard surfaces such as door handles and move through the area without stopping or congregating at any time.
- e. Further information on physical distancing guidance is available at [Scottish Government: Coronavirus in Scotland](#).

5. If you have children with you

- a. You can exercise with members of your household, including children, or with members from up to 4 other households (or extended households), with a maximum of 15 people participating in total.

6. Spectators

- a. No spectating should take place other than where a parent/guardian is supervising a child or vulnerable adult. In all cases physical distancing should always be followed.

7. Clinically vulnerable people

- a. The [advice for clinically vulnerable groups](#) has been updated.
- b. People who are shielding can now undertake outdoor exercise activities. Further information is available at [Scottish Government: Staying safe outdoors](#).
- c. People who are symptomatic should self-isolate for 7 days and household members for 14 days as per NHS guidance. No one who is self-isolating should attend an outdoor sports facility/activity.

8. Be aware guidance can change and restrictions may be reintroduced - ensure you have checked the latest version of your governing body Covid-19 guidance.

9. Participant Bookings

- a. Adult participants during this phase must not be new to the sports of waterski and/or wakeboarding

- b. Where a venue allows, book in advance and made payment online.
- c. Exercise and physical activity can only take place outdoors with all indoor facilities remaining closed.

#### 10. Competitions

- a. Competitions or events where groups of more than 5 households (or extended households) (maximum of 15 people) congregate at any one time are not permitted.
- b. Competitions should only be undertaken locally at your own club where household, physical distancing and hygiene measures are in place.

#### 11. Equipment & Facilities

- a. Where possible take your own equipment with you.
- b. Only take the minimum amount of equipment that you need to participate.
- c. Clean and wipe down your equipment before and after use.
- d. Bring your own hydration, and do not share food or drink with others.
- e. Ensure you take all personal belongings and equipment with you at the end of the session and do not leave or store anything at the venue/facility.
- f. Be aware that most onsite indoor facilities will be closed.