



## Facility & Club Re-Start Guidance

Issued August 20, 2020

It is understood that the re-opening of any snowsports facility, or the re-activation of any club activity is entirely at the discretion of the facility management team or club committee responsible.

All decisions to re-start activity will require compliance with Scottish Government Guidelines. The latest guidance "Phase 3: return to sport and physical activity - [Snowsport](#)" published the 20<sup>th</sup> of August is contained within this document.

Indoor sport and leisure facilities can reopen from the 31 August 2020 subject to Scottish Government guidance being followed as outlined at [Government Coronavirus \(COVID-19\): guidance on the opening of indoor and outdoor sport and leisure facilities](#).

There are three key areas employers and facility operators will need to consider as part of their planning for a restart of facilities while minimising the transmission of the virus:

- assessing risk - involving the workforce in a risk-based approach to a safer workplace for both staff, customers and participants
- workforce planning - supporting those who should come to work, and those who should not
- operational guide and checklist - changing the environment to protect your workforce, customers and participants [Scottish Government covid-19 - Checklist for sport-and-leisure-facilities](#)

### Re-Start Considerations

For all facilities and clubs that are preparing for re-activation the key considerations remain the same:

1. Ensure that any planned re-start activities are covered by your insurer. For Snowsport Scotland member clubs, Bluefin Insurance (brokers for the Sportscover policy) has confirmed that cover remains intact provided club and coaching activities:-
  - Comply with Government guidelines.
  - Comply with any Snowsport Scotland governance and policies.
  - Coach, leader and instructor activities are conducted in line with the designated remit of their qualification.
2. Appoint a COVID Officer toward –



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- To be the main point of contact for your club on all things related to Coronavirus (COVID-19)
- Oversee public health and safety measures across the club
- Ensure documented risk assessments and all appropriate mitigations are put in place before any activity is undertaken
- Ensure an accurate record of all attendees in line with Scottish Government Test & Protect

See guidance here –

[sportscotland COVID Officer role description](#)

3. Consider a "Return to sport coordinator" toward
  - To promote the health and wellbeing of members and participants as they return to the club.
  - To provide confidence and reassurance to members and participants that the club is a safe and welcoming place to be.
  - To break down barriers as members and participants return to the club.

See guidance here -

[sportscotland-return-to-sport-coordinator](#)

## Facilities

4. Ensure that planned re-start activities comply with the guidelines issued by **sportscotland** called "Getting your facilities fit for sport", updated August 2020, available here:- [sportscotland - getting-your-facilities-fit-for-sport](#)
5. Ensure that all risk assessments and standard operating procedures are updated to allow for additional Covid-19 measures.
6. Provide enhanced health and safety measures to be in place before staff are asked to return to work, including physical distancing guidance and enhanced hygiene and cleaning measures, generally and at bottleneck situation
7. Ensure all staff and volunteers have been fully briefed or procedural changes and equipped with necessary personal protective equipment.
8. Ensure all first aid and emergency procedures and equipment are prepared to meet COVID-19 special requirements.
9. Provide hand sanitization (e.g. wipes or gel) to public/members at entrance/exit locations and where equipment will be handled.



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10. Ensure all common touchpoint surfaces (e.g. gates, door handles, handrails etc) are regularly cleansed by staff wearing disposable gloves.
11. Communicate with your members/customers clearly and regularly, making them aware in advance of the measures you are putting in place at your venue, and guidelines they are asked to follow.
12. Operate online booking for activities where at all possible, or alternatively phone bookings. Take online or card payments where possible or provide contactless payment at the facility.
13. Encourage all users to bring their own equipment where possible.
14. Ensure signage on guidelines for taking part safely and promoting hygiene measures is clearly displayed (and ensure these remain up-to-date as restrictions change).
15. Consider marking social distancing lines on the ground at appropriate points, such as the entry gates.
16. Ensure measures are in place to avoid people breaking any physical distancing guidelines, particularly at entrances and in narrow walkways. (e.g. signage, screens at reception and one-way systems).
17. Discourage spectating except where a parent/guardian or a carer for a disabled participant is required. In this case spectators should be limited to 1 person, who must observe physical distancing.

## **18. Changing rooms and Showers**

Use of changing rooms and showering facilities should be avoided where possible, although from the 31 August 2020 they may be made available for participants with disabilities or special needs or when immediate changing is required

## **19. Public Toilets**

Snowsport facility operators may open toilets for public use if they follow the guidelines outlined on the Scottish Government website [Opening Public Toilets Guidelines](#).

## **20. Locker Rooms**

From the 31 August 2020 access to indoor locker rooms and storage areas is permitted for the dropping off and collection of sports equipment or clothing. The sports facility operator should ensure mitigating actions are put in place to



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minimise the risk of virus transmission including physical distancing, hygiene and cleaning measures.

## 21. Meeting Rooms

Working from home and working flexibly, where possible, remain the default. The [Scottish Government's Route map](#) states that the date that non-essential offices and call centres can re-open is still under review. Although we appreciate gym and leisure facilities are able to reopen on 31 August, we would encourage snowsport providers to consider whether internal meetings and training must be completed in person. Or whether these can be completed online or via telephone.

If it is essential that meetings and training takes place in person, [Scottish Government guidance for general workplaces](#) must be followed and a risk assessment should be completed.

## 22. Hospitality

Indoor and outdoor hospitality, including clubhouses and sports facilities which provide catering and bar services, can operate providing they adhere to Scottish Government guidance which is available at [Coronavirus \(COVID-19\): tourism and hospitality sector guidance](#).

## 23. Retail

Units operated by sports facility operators 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](#)

## 24. Equipment storage and cleaning

Cleaning protocols for equipment stores. Cleaning of equipment is a core measure to be implemented and provision should be made for this.

Further information on cleaning can be found at: [Health Protection Scotland: General guidance for non-healthcare settings](#)

- 70% alcohol hand sanitiser or 70% alcohol cleaning spray which must be applied with a cloth. Caution should be taken, particularly with sprays, as alcohol is flammable.
- Domestic household bleach containing 5-6% bleach diluted 1 part bleach to 49 parts water minimum to achieve a 0.1% solution, applied with a cloth. (Household bleach may be supplied in other concentrations e.g. commonly



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between 3-8%. Diluted bleach will degrade with time and should be prepared on the day it is required.)

- Protective gloves, these may be cleaned and dried for reuse if not disposable
- Disposable cloths soaked in disinfectant, ideally biodegradable
- Waste bags for safely disposing of used cleaning materials
- All disinfectant solutions should be stored in opaque containers, in a well-ventilated, covered area that is not exposed to direct sunlight and ideally should be freshly prepared every day.

Follow all manufacturer's instructions for Personal Protective Equipment required and use of any product used for cleaning. Reference should be made to the Control of Substances Hazardous to Health [COSHH](#) Regarding the handling, storage, use and disposal of chemicals.

## 25. Equipment Hire

Equipment that is only accessed and used by one individual or within a household group does not need to be cleaned if no one else makes contact with it.

Procedures must be in place to ensure that no one makes contact with other people's personal or designated equipment beyond a household group. A colour coding or numbering system could be used for this. All participants and others who have access to the equipment must be briefed on the procedures.

Where assistance outside a household group is required to carry equipment hands should be cleaned before and after lifting. 70% alcohol hand sanitizer should be carried by all for this purpose. Where equipment is touched or used by others there are two options:

- All equipment is quarantined for 72 hours between use. Given that the cleaning of equipment is difficult, the preferred recommendation is to rinse to remove any visible dirt, dry and allow a period of 72 hours between the use of any equipment by members from different household groups.

## 26. Face Coverings

Snowsports facility operators should ensure participants and visitors wear face coverings, if indoors, before and after activity or when in non-playing areas of the facility e.g. reception, locker rooms and storage areas. This is a mandatory requirement.

Face coverings may not be required when using hospitality services such as café's, bars and restaurants. For further information refer to Scottish Government [Coronavirus \(COVID-19\): tourism and hospitality sector guidance.](#)

## 27. What to do if someone is unwell



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If an adult becomes unwell at a training session, they should go home immediately and visit the [NHS Scotland Self Help Guide](#) where they can request a test.

## 28. Test and Protect

It is a mandatory requirement that sport facility operators collect the name, contact number, date of visit, time of arrival, and where possible the departure time of all those attending facilities or activities. Where attending as a small household group, the contact details for one member – a ‘lead member’ – will be sufficient. [Test and Protect](#),

Sports facility operators should store information for 21 days and share it when requested to do so by public health officers. A leaflet providing information on the Test and Protect service from NHS Scotland is also available [here](#).

Further health, safety and hygiene 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](#)

[HSE: First Aid during the coronavirus](#)

## Note

This guidance has been published on the understanding that it is an interpretation of government guidance relevant to snowsports activity. This guidance is likely to change at short notice and a further update will be published when changes are published. [Scottish Government: Covid-19 Framework for decision making](#).

Any measures that venues put in place to enable snowsport activity to resume need to be capable of being flexed or changed quickly if tighter movement/social distancing is reintroduced in the future or when the restrictions are further relaxed.



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## Phase 3: return to Snowsports

Snowsport Scotland specific guidance for Local Authorities/ Trusts, clubs and others, on the phased return of sport and physical activity in Scotland. This guidance was developed ....

This Snowsport Scotland guidance has been updated for the latest version of Phase 3 of the Scottish Government's COVID-19 Route Map. [Scottish Government's Route map](#)

**From 24th August:** all outdoor Snowsport activities can take place. For organised activities, where the necessary risk assessment and mitigating actions have been carried out by the [COVID Officer](#), there can be up to 30 people per session (excluding coaches and officials where applicable).

**From the 31st August:** indoor facilities, including Braehead, gyms etc are able to open subject to guidance being followed.

Our priority remains to protect the health of our members, volunteers and staff and the wider community and help to suppress the spread of the COVID-19 virus.

**IMPORTANT: People who are symptomatic should self-isolate for 10 days; household members for 14 days as per info on NHS guidance. No one who is self-isolating should attend a sports facility or activity.**

These guidelines should be read in conjunction with any updated Scottish Government guidance. Whilst most Snowsport activity can now take place, the way in which it takes place will not be 'normal' and enhanced measures and protocols will be required.

**Clubs and participants should be aware that the easing of restrictions does not mean that all facilities will open immediately. Clubs, owners and operators will require time to consider all the implications of opening facilities 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.**

If you have any questions about the guidance please don't hesitate to contact us at [info@snowsportsotland.org](mailto:info@snowsportsotland.org)



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## GENERAL GUIDANCE for participants

From 24th August 2020, most forms of Snowsports can take place, subject to the following guidance:

### 1. Snowsport Activities -

a. **From the 24 August 2020** there are no restrictions on the type of outdoor snowsport activity able to take place, providing other areas of this guidance are adhered to

b. **From the 31 August 2020** indoor facilities, including gyms, are able to open if Scottish Government [Coronavirus \(COVID-19\):Guidance for the opening of indoor and outdoor sport and leisure facilities](#) is fully implemented. Remember over 12s must maintain 2m distance indoors.

2. **Group Size** - Organised snowsport activities, where the necessary risk assessment and mitigating actions have been carried out by a [COVID Officer](#), can take place outdoors in groups of up to 30 people per session (excluding coaches and officials where applicable). All other snowsport activity is subject to the Scottish Government limit on meeting others outdoors (currently maximum group size of 15 people from up to 4 other households)

3. **Organised Events & Competitions** - These can take place, where the necessary risk assessment and mitigating actions have been carried out by a [COVID Officer](#) . Organised sessions involving multiple groups each up to a maximum of 30 people can take place as long as the groups of up to 30 people do not mix.

### 4. Physical distancing -

- Under 12's do not need to physically distance at any time.
- For anyone over 12 taking part in **outdoor** activity, a 'field of play bubble' allows physical distancing to be suspended during the activity/session. Physical distancing still applies before and after the activity/session.
- For anyone over 12 taking part in **indoor** activity (after 31st August) physical distancing rules must be followed. Risk assessments will identify mitigating actions to reduce the chance of participants encroaching within 2m of each other.

5. **COVID Officer** - Clubs, Centres and other organisers of snowsport activity should appoint a COVID Officer [sportscotland COVID Officer role description](#) to ensure all appropriate management processes are in place and effectively oversee and maintain the implementation of measures outlined in guidance. A free **sportscotland** e-learning module for COVID Officers is available [sportscotland COVID Officer online training](#)



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**6. Travel - Travelling to and from an activity/sports facility** It is recommended each household group makes their own transport arrangements.

Travel guidance outlined by the Scottish Government should always be adhered to. Further information is available at [Coronavirus \(COVID-19\) Phase 3: Staying safe and protecting others](#).

- Please check before you leave that toilet facilities will be available at the sports facility.
- 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](#)
- Where possible avoid using public transport and adhere to Scottish Government physical distancing and travel guidelines.
- Arrive as close as possible to when you need to be at the venue/sports facility and allow others to leave before you enter. If you need to wait, then do so away from the facility and clear of any entrances or exits.
- Take your own hand sanitiser to the sports facility and use regularly throughout the activity.
- If driving, park your car in such a way as to facilitate physical distancing.
- Avoid touching fixed equipment including gates, fences or benches.
- After completing your exercise/activity return directly to your car (if appropriate) and leave.

**7. Risk Assessment** - as is standard practice for all snowsport activity a risk assessment should be carried out prior to the activity taking place. Please see – [https://drive.google.com/file/d/19v8CUnH6J-HzFYPMtdS339Aa2nTy\\_iSI/view?usp=sharing](https://drive.google.com/file/d/19v8CUnH6J-HzFYPMtdS339Aa2nTy_iSI/view?usp=sharing)

**8. Equipment** – Skiers and Boarders are encouraged to use their own equipment. Where equipment is to be used by individuals from more than one household (such as shared / borrowed equipment at a club or centre), please see the club and facility guidance above

**9. Indoor Storage** - From the 31 August access to indoor storage areas is permitted. The club/centre committee/management should ensure mitigating actions are put in place to minimise the risk of virus transmission including physical distancing, hygiene and cleaning measures.

#### **10. Toilets, Changing Rooms, Showers**

- Use of changing rooms and showering facilities should be avoided where possible, although from the 31 August 2020 they may be made available for participants with disabilities or special needs or where required in extreme circumstances.
- Toilets may be open for public use as long as the guidelines outlined on the Scottish Government website [Opening Public Toilets Guidelines](#).



## 12. First Aid

- Ensure access to first aid and emergency equipment is maintained and has been updated appropriately for the COVID-19 pandemic and first aiders have appropriate training.
- In the event of first aid treatment being required it is recognised that a suitably qualified person, coach or supervising adult may be required to attend to the injured participant. The COVID Officer should consider processes for managing this as part of their risk assessment. This could include but not be limited to; Provision of suitable PPE, Training of coaches/supervising adults, Presence of one parent/guardian being required at the activity for children/vulnerable adults.
- Follow the COVID-19 advice from the Resuscitation Council (UK) particularly in respect of any required resuscitation after major injury.  
<https://www.resus.org.uk/covid-19-resources>

## 13. Test and Protect

- The gathering of contact information from anyone attending sport/leisure activities or facilities in a secure and safe manner, will assist NHS Scotland's Test and Protect service to identify any clusters of cases, contact those who may have been exposed to the virus, and request them to take appropriate steps to prevent potential onward spread.
- The organisation running the session/event must keep a record of attendees for 21 days in accordance with the Scottish Government Test and Protect process [Test and Protect](#)

## 14. Face coverings

- Face coverings do not need to be worn when undertaking physical activity, exercise or showering/changing.
- Face coverings do not need to be worn in a sports facility hospitality environment i.e. café, restaurant or bar.
- If you are not wearing face coverings and 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.
- Avoid touching your face and ensure to clean your hands with at least 60% alcohol gel when you finish participating.

## Organised Snowsport Activity

A 'field of play bubble' can be created whilst a organised sporting activity is taking place, in effect suspending Scottish Government household number guidelines for the duration of the activity, if appropriate guidance is agreed with **sportscotland** as



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Updated: 26 August 2020, Final highlighted herein. Normal household guidelines will however apply before and after the activity takes place for those aged 12 years and over.

Where there is likely to be close contact between participants in an organised sporting activity, mitigation should be put in place to minimise risk and keep participants safe.

The focus should be on delivering the organised activity with as few participants as possible interacting with each other and for the minimum amount of time, whilst still allowing the activity to be run effectively.

Holiday camps or extended sports activity which would not normally come under the jurisdiction of an SGB should refer to the appropriate local authority, umbrella body or care commission guidance. Organisers of these activities may alternatively wish to use Scottish Government household, physical distancing and group size limits should be applied.

## ***Snowsport Scotland awards, education and qualifications***

*For formal Snowsport Scotland awards, education and qualifications including: Instructor training, Coaching awards, Leadership awards and any other training please adhere to the following guidance -*

### *1. Qualification training and awards*

*Guidance for coaches, leaders, personal trainers, and instructors (herein referred to as coaches) is available at [Getting your coaches ready for sport](#).*

- 1.1 From the 3<sup>rd</sup> August 2020 restrictions were lifted on the number of households (or extended households) that can be coached per day.*
- 1.2 As stated a "field of Play" can suspend physical distancing measures where appropriate, for instance in one-to-one demos, but tutors should consider where contact is appropriate and continue to maximise physical distancing where possible*
- 1.3 Facility guidance, particularly in relation to cleaning and physical distancing as highlighted previously in this document, must be taken into consideration when delivering training to groups.*
- 1.4 Tutors should consider avoiding indoor environments where possible and delivering wither within outdoor or online environments as much as possible.*



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- 1.5 *During outdoor group training sessions appropriate risk assessed physical distancing and hygiene measures should be put in place to protect participants. See linked Risk assessment at end of document.*
- 1.6 *From the 24<sup>th</sup> August 2020 organised outdoor group training sessions with a maximum of 30 people involved at any one time are possible*
- 1.7 *The amount of people a snowsport environment can support within the guidance must be considered by the delivering coach or tutor to avoid over crowding at pinch points – poma lines, start gates etc*
- 1.8 *For any tutors, coaches, leaders or instructors whom have seen their qualifications lapse and are returning to work whilst unable to regain certification they must get in touch with Snowsport Scotland at the earliest convenience.*

## **Organised coach lead Snowsport coach lead activity for Adults (18 and over)**

*For organised coach led Snowsports activity including: Alpine training, Nordic training, Park & Pipe training, please adhere to the following guidance.*

*Outdoor snowsport activity and competition may be undertaken.*

- 1.9 *From the 24<sup>th</sup> August 2020 organised outdoor group training sessions with a maximum of 30 people involved at any one time are possible*
- 1.10 *Existing guidance would recommend multiple coaches for delivery to 30 people within one snowsport training session and Snowsport Scotland would currently recommend coaches work with typical participant to coach ratios of 1:10 or less. For large groups with requiring multiple coaches we would recommend splitting the group to allow staggering of access to support distancing measures.*
- 1.11 *The amount of people a snowsport environment can support within the guidance must be considered by the delivering coach to avoid over crowding at pinch points – poma lines, start gates etc*
- 1.12 *As stated a “field of Play” can suspend physical distancing measures where appropriate, for instance in one-to-one demos, but coaches should consider where contact is appropriate and continue to maximise physical distancing where possible*
- 1.13 *From the 31 August 2020 adult indoor non-contact snowsport training, leisure activity and competition may resume subject to appropriate physical distancing measures being put in place to limit the risk of participants encroaching within 2m.*



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- 1.14 For any tutors, coaches, leaders or instructors whom have seen their qualifications lapse and are returning to work whilst unable to regain certification they must get in touch with Snowsport Scotland at the earliest convenience.

## **Organised coach lead Snowsport activity for children**

- 1.15 Coached snowsport activity can be undertaken by children and young people.
- 1.16 Under 12's do not need to physically distance at any time.
- 1.17 Any adult leading a children group activity, for example a coach or instructor, physical distancing where possible from the children should be maintained but it is understood that children do require adult support and physical distancing should not result in children not having the care they need.
- 1.18 Physical distancing where possible should be maintained from other adults involved in any other part of the training delivery.
- 1.19 For anyone over 12 taking part in **outdoor** activity, a 'field of play bubble' allows physical distancing to be suspended during the activity/session. Physical distancing still applies before and after the activity/session.
- 1.20 Cross group interaction should be avoided, in particular slopes should avoid hosting groups of children and groups of adults at the same time.
- 1.21 *From the 31 August 2020 this will be extended to include all forms of indoor snowsport training, activity and competition for children up to and including the age of 11 years.*
- 1.22 *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](#)*

## **Competition**

*For formal Snowsports competition including: Alpine races, Park & Pipe Slopestyle, and Nordic races please reference the above "organised snowsport activity" section and adhere to the following guidance -*



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1. No spectating should take place other than where a parent is supervising a child or vulnerable adult. Physical distancing guidance should always be followed.
2. Limits on the number of participants accessing sports facilities should be risk assessed to ensure physical distancing can be maintained. This should take into consideration Scottish Government guidance on physical distancing and any exceptions highlighted within this document where sporting 'bubbles' are created for the duration of an activity.
3. Staggering of age categories should be considered to operate a safe environment within the guidance by limiting the numbers on the slope or ancillaries at any one time
4. No formal presentation ceremonies should take place during or after an activity or competition and the focus should be on reducing numbers in attendance at any one time.
5. Coaches and others 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 responsible 'Covid Officer' should consider appropriate mitigating actions as part of the risk assessment.
6. Specific consideration 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.
7. Where an employee 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 Government: Coronavirus in Scotland.](#)
8. 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.
9. **For Alpine events, only event organisers** should handle equipment such as gates, timing equipment etc and to wear gloves when handling this equipment if possible. We would also recommend, staggering age categories, as to allow maximum space on the slope and opportunity for social distancing when off the slope.



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**10. For Cross Country/Roller Ski events**, Equipment and storage containers to be handled and assigned by the coach only; Participants will be instructed to maintain a minimum of 2 m distance between skiers while skiing and while stationary (where age necessary)

**11. For Park and Pipe events**, organisers should prep all participants on updated accident protocols and communicate that inter-personnel interaction is to be avoided if possible during any incident. Athletes should look to self evac from training slopes if possible and first aid intervention will only happen if needed.

## **More information:**

[Snowsport Scotland example risk assessment](#)

[sportscotland-covid-19](#)

[sportscotland-covid-19-getting-your-facilities-fit-for-sport](#)

[sportscotland-covid-19-support-for-clubs-and-community-sport-organisations](#)

[sportscotland-covid-19-getting-coaches-ready-for-sport](#)

[Scottish Government-covid-19-tourism-and-hospitality-sector-guidance](#)

[Scottish Government-covid-19-guidance-on-sport-and-leisure-facilities](#)

[Children and young people-return-to-sport-after-covid-19](#)

[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](#)

[HSE: First Aid during the coronavirus](#)