**Covid-19 Standard Operating Procedures for club activities**

**(Updated 10/04/2021)**

**Participants**

* Do not attend an event if you or anyone in your household has the following symptoms:
high temperature, a new continuous cough, loss of or change to your sense of smell or taste
* Do not attend an event if you have been asked to self-isolate
* If you develop symptoms within 48 hours of an event you are encouraged to alert the Club: chair@aoac.co.uk 07828 183996 so that the other participants can be notified.
* If you test positive for Covid-19 within 10 days of an event, inform the Club: chair@aoac.co.uk 07828 183996 so that the other participants can be notified and for NHS Test and Trace
* Public transport should be avoided when travelling to and from activities and lift shares should only be with people from the same household where possible, although this is up to individuals.
* All participants will need to follow the latest government guidelines while out on activities <https://www.gov.uk/coronavirus>. This currently includes maintaining a 2 metre distance from others.
* Please bring hand sanitiser with you on all activities and maintain good hand hygiene.
* You will be sent a briefing and risk assessment in advance of an activity and it is important that you read these.
* For the purposes of NHS Test and Trace please ensure your contact details on the website are fully up to date before participating in each event.
* By participating in an event, you are consenting to your contact details being passed on to NHS Test and Trace either directly by a participant or through the Club committee.
* There will be a minimum requirement in terms of ability and experience in the event description, please make sure you are within these before booking a space.

**Organisers and leaders**

The below gives an idea of additional things to consider when planning and leading an event during the Covid-19 epidemic.

* The activity needs to be planned to stay within the current government regulations <https://www.gov.uk/coronavirus>.
* There must be an activity leader or nominated first aider who is happy to provide first aid on the trip.
* There needs to be enough parking for participants to be able to attend without car sharing.
* Activities should start and finish at the same point to avoid the need for passengers to lift share as part of a shuttle. Where shuttles are necessary participants should make their own private arrangements for how they will get back to the start point.
* Have consideration for communities who might be affected by an event.
* Try to minimise travel as far as possible. All events are currently restricted to England and to members living in England and Wales.
* Wales is still out of bounds to club activities – although the border is open, only 2 households are currently allowed to meet outside.
* Landowners, walkers, cyclists, and emergency authorities should be treated with extra courtesy.
* Participants need to be well within their capabilities on an event. Make the minimum ability needed to take part clear in the activity description.
* Consider the lack of lifeguard services at the coast and the additional difficulties that coast guard services and mountain rescue teams are currently experiencing.
* An online briefing and Covid-19 risk assessment will need to be sent to participants and the Development Officer development@aoac.co.uk copied in.
* The activity leader needs to be added when completing the ‘Propose an event form’. The cost needs to be set to £0.25 per person and the maximum number of places needs to be set so that the number of participants including leaders does not go beyond 10. This is to ensure we have an accurate attendance list straight after an event for the purpose of NHS Test and Trace
* The **maximum** number on an event is 10 – less if organiser/leader deems appropriate. Organisers/leaders to stay within NGB guidelines for their activity in terms of ratio coach/leader to participants.
* No indoor activities