

ENTRY PROCEDURE

- Gymnasts will enter via the main entrance to the sports centre and follow the one way system to the corridor outside the sports hall.
- It is requested that gymnasts arrive no more than 5 minutes ahead of their class time.
- It is requested that gymnasts arrive ready for class with no unnecessary clothing, hair already tied back off the face and all jewelery removed.
- GfA Gymnasts: must bring only a simple drawstring bag containing: Water bottle, hand sanitizer, tissues. The bag should be big enough to fit their shoes in also.
- Squad & Development Gymnasts: must bring only their Covid-Secure training bag which contains their personal training items, Water bottle, hand sanitizer and tissues.
- Gymnasts will stand and wait on the marked spots which will be socially distanced, 2m apart.
- Here, they will take off their shoes and put them in their bag.
- Following this, they should use the WC to thoroughly wash their hands before returning to one of the socially distanced markers to wait for the coach.
- Gymnasts should use the toilet before class where possible.
- Any parents accompanying the children will leave via the fire exit at the far end of the corridor as soon as the supervising coach is in attendance and starts the entry procedure (or sooner if the child is old enough).
- Parents are not allowed to remain in the corridor to spectate.
- The coach will check that the gymnasts have washed their hands and are ready to begin class.
- Gymnasts will then be instructed one by one to sanitise their hands their hands in and then enter the gym where they will go directly to a mat on the floor that corresponds to their group colour (group colours will be communicated on the first session and remain the same throughout the term)
- Gymnasts will be registered when they enter the hall.
- NB. To avoid going over numbers allowed for the space, the class may only begin ENTERING the hall once the class waiting to leave has begun EXITING through the far door.

EXIT & COLLECTION PROCEDURE

- Once the class has ended, gymnasts will be directed to the collection area, adjacent to the Fire exit at the far end of the sports hall gymnastics set-up.
- The collection area has socially distanced markers for the gymnasts to stand on.
- Here they will put on their shoes and wait for their name to be called.
- The door will be opened and the gymnasts will be collected one by one by their parents.
- Whilst waiting to collect, parents will be outside and asked to observe social distancing. They should stand close to the wall of the building to ensure they do not impeded others passing by to enter the sports centre

ENTRY & EXIT

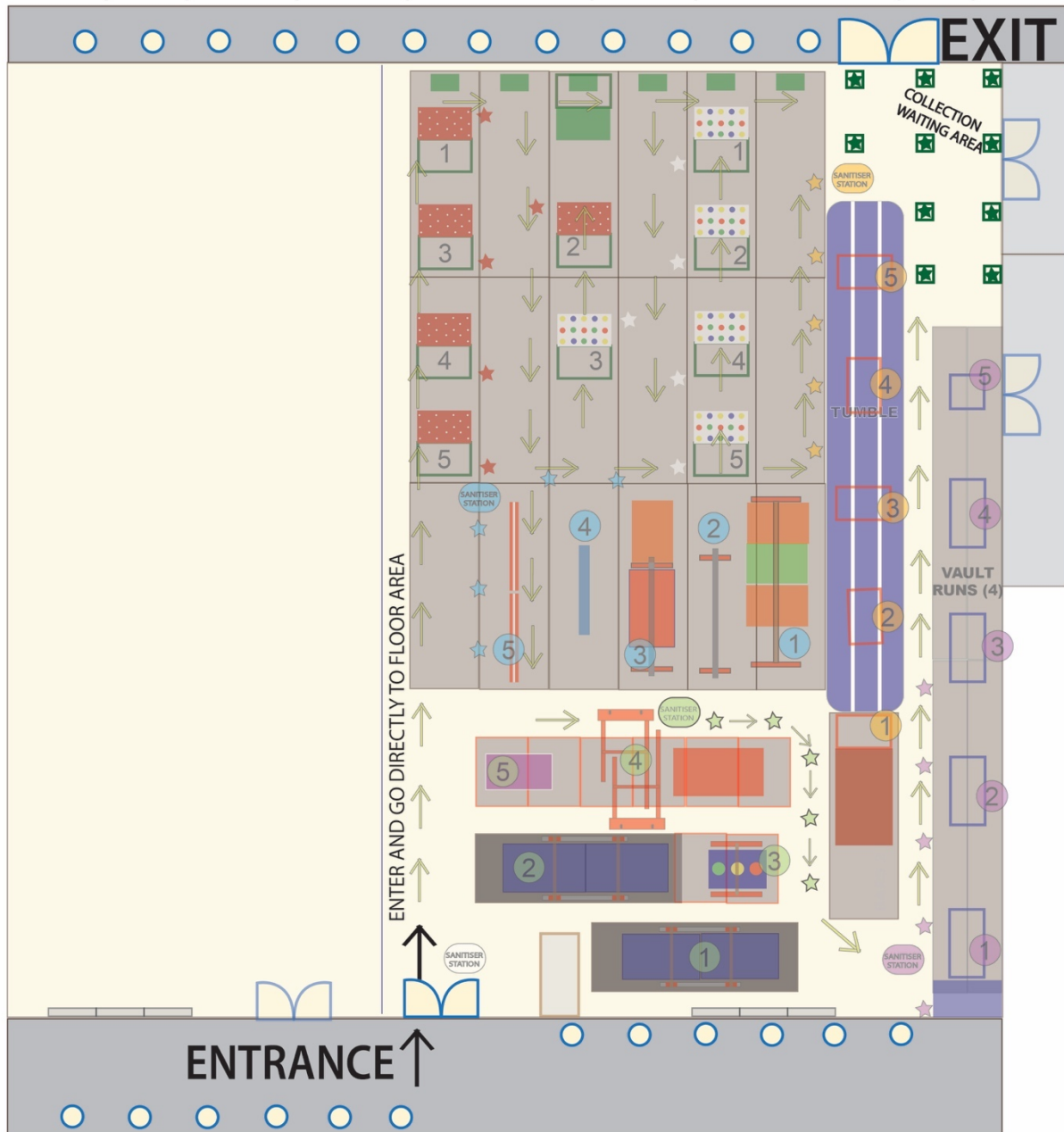
Updated: August 2020

EXIT TIMES

Monday, Wednesday, Friday...
4.45pm : 5pm : 5.15pm : 5.30pm
5.45pm : 6pm : 6.15pm : 6.30pm

Tuesday, Thursday...
5.45pm : 6pm
7.30pm : 7.45pm

Sunday...
11.15am : 11.30am
1.45pm : 2pm



Placement of socially distanced floor markers with consideration to other users going to the group exercise studio, toilets other side of the hall etc.

START TIMES

Monday, Wednesday, Friday...
4pm : 4.15pm : 4.30pm : 4.45pm
5pm : 5.15pm : 5.30pm : 5.45pm

Tuesday, Thursday...
4pm : 4.15pm
5.45pm : 6pm

Sunday...
9am : 9.15am
11.15am : 11.30am

Participants NOT arriving more than 5 minutes ahead of class time.

**SOCIAL DISTANCING DURING CLASSES & TRAINING
STATIONS, ROTATIONS & PATHWAYS...**

Alton Gymnastics Club – Process & Procedures – DETAIL
Covid-Secure Practices

- The layout of the hall, including all stations and work areas are social distanced according to the birds eye plan
- Through training, coaches will become familiar with the safe pathways around the gym and be confident to instruct the gymnasts accordingly
- Groups to remain in their designated area until each change-over time.
- Change overs are handled carefully and systematically with groups moving concurrently when the group ahead of them has vacated the area.
- Gymnasts instructed to place their bags on the socially distanced stars and sanitise their hands before moving directly to their numbered station but not to begin until the coach has inspected the station and cleaned it where necessary.
- Coach must clean any equipment where there has been hand contact or where face may have come close to the surfaces.
- Cleaning supplies available at every apparatus rotation.

CAPACITY & SUPERVISION

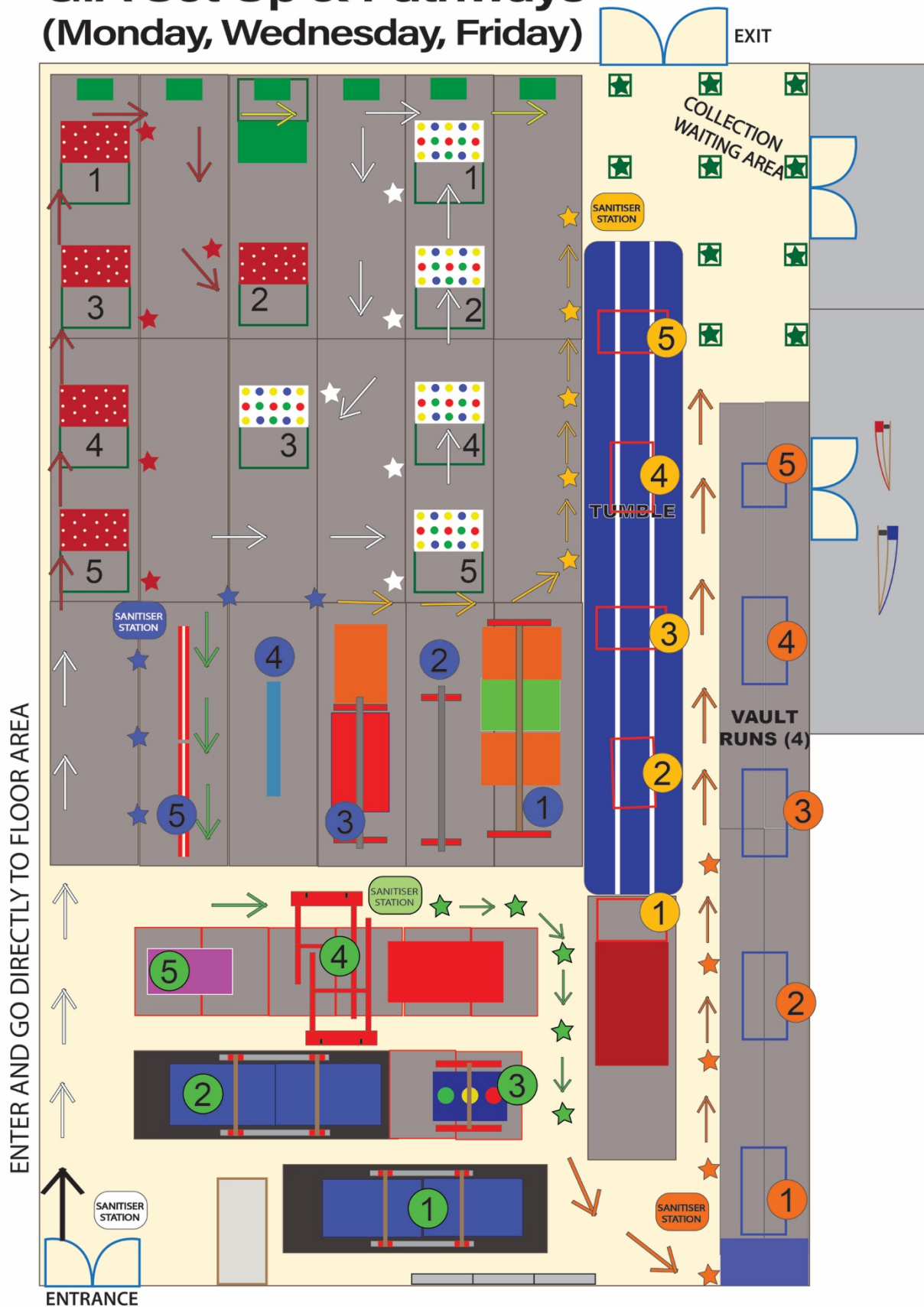
- The useable space measures 88.4 x 55ft.
- The area therefore is 4'862
- 4'862 ft² allows for a theoretical maximum of 48 people in the space based on an allocation of 100ft² for each person.
- The maximum number of participants in the space at any one time will not exceed 48. This is possible even if there are gymnasts waiting to exit, however, usually gymnasts will exit before the next class enters so numbers will remain well below 48.
- By applying this maximum, we allow for movement around the space and also for the occasional situation when more people may need to enter the space due to an emergency or other occurrence.
- We are applying maximum numbers based on the social distancing recommendations for adults, regardless of the fact that our participants are children as this represents the safest possible use of space.
- Group sizes within classes are reduced to a Coach:Gymnast ratio of 1:6 for GfA classes, particularly where children are under 10 years old.
- In addition to the class coaches there will be a Lead coach supervising the session throughout (who does not have their own allocated class or group) and is responsible for overseeing Covid-safe practices.
- The Coach:Gymnast ratio for squads (and for children over 10 years) is limited to a maximum of 1:8 with an additional Lead coach supervising the session throughout (who does not have their own allocated class or group) and is responsible for overseeing Covid-safe practices.

TOILET TRIPS...

- To avoid these where possible, gymnasts are encouraged to use the toilet before class or training.
- Only one gymnast from each group is allowed to visit the toilet at a time.
- Gymnasts to be directed by the coach to the safest route around the space to get to the toilet and reminded to be alert to social distancing during their time outside of the gym and reminded to wash their hands.
- Upon returning to the activity, the coach must ensure the gymnast re-sanitises their hands

GfA Set Up & Pathways (Monday, Wednesday, Friday)

Updated: August 2020



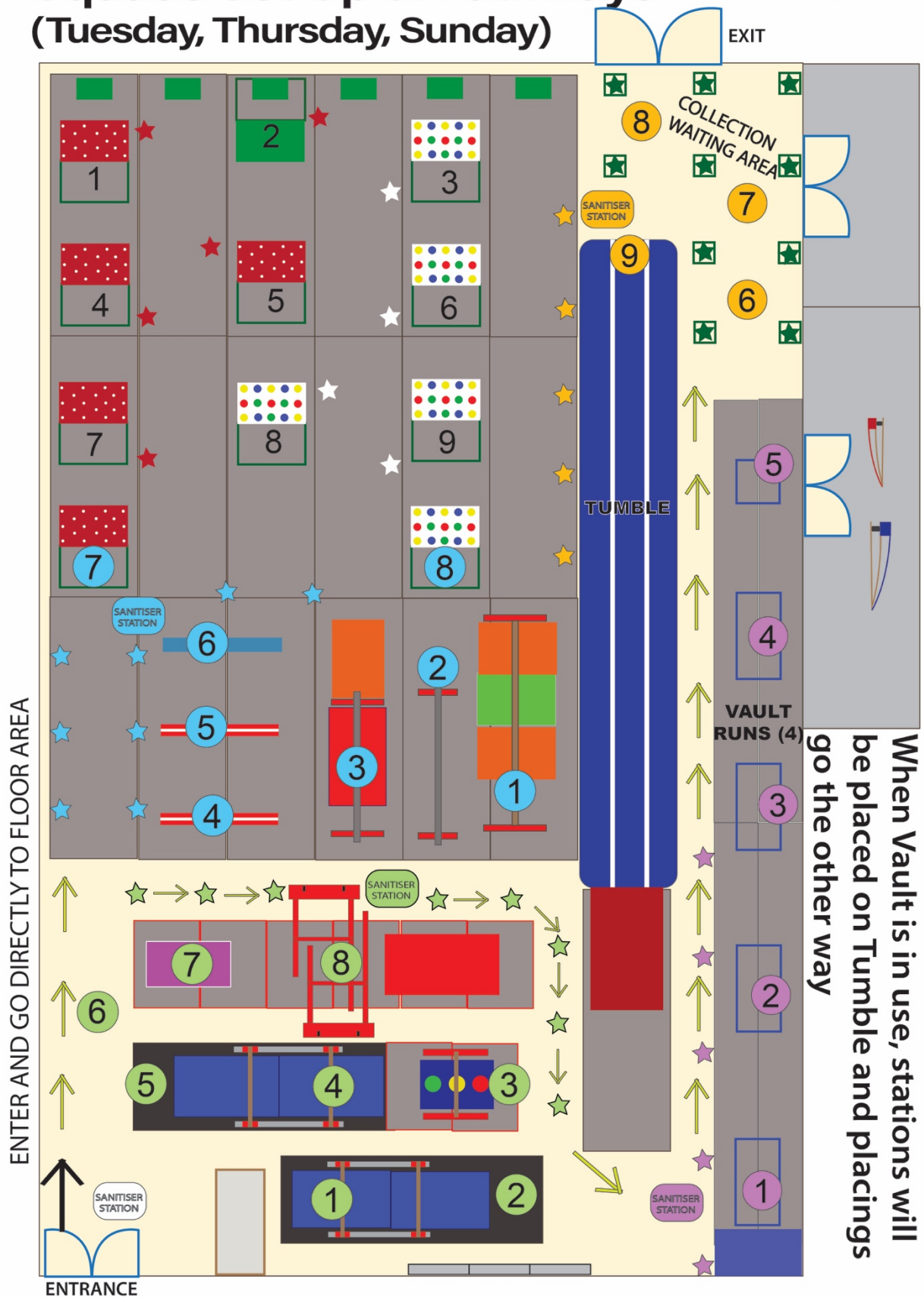
GfA TIMETABLE / ROTATIONS

ODD NUMBER WEEK ROTATIONS - GFA (MON, WEDS, FRI)										TOTAL MAX	
TIME	COACH TEAMS	FLOOR	BEAM	TUMBLE	BARS	VAULT	EXIT				
4pm	TEAM 1	G1 / G2	12							12	
4.15pm	TEAM 2	G3 / G4	12	G1	6		G2	6		24	
4.30pm	TEAM 3	G5 / G6	12	G3	6	G1	6	G4	6		36
4.45pm	TEAM 4	G7 / G8	12	G5	6	G3	6	G6	6	12	48
5pm	TEAM 1	G9 / G10	12	G7	6	G5	6	G8	6	12	48
5.15pm	TEAM 2	G11 / G12	12	G9	6	G7	6	G10	6	12	48
5.30pm	TEAM 3	G13 / G14	12	G11	6	G9	6	G12	6	12	48
5.45pm	TEAM 4	G15 / G16	12	G13	6	G11	6	G14	6	12	48
6pm		G11 / G12	12	G15	6	G13	6	G16	6		36
6.15pm		G13 /G14	12		G15	6		G16	6	12	36
6.30pm		G15 / G16	12							12	24
6.45pm										12	12

EVEN NUMBER WEEK ROTATIONS - GFA (MON, WEDS, FRI)										TOTAL MAX	
TIME	COACH TEAMS	FLOOR	BEAM	TUMBLE	BARS	VAULT	EXIT				
4pm	TEAM 1	G1 / G2	12							12	
4.15pm	TEAM 2	G3 / G4	12	G2	6		G1	6		24	
4.30pm	TEAM 3	G5 / G6	12	G4	6	G2	6	G3	6		36
4.45pm	TEAM 4	G7 / G8	12	G6	6	G4	6	G5	6	12	48
5pm	TEAM 1	G9 / G10	12	G8	6	G6	6	G7	6	12	48
5.15pm	TEAM 2	G11 / G12	12	G10	6	G8	6	G9	6	12	48
5.30pm	TEAM 3	G13 / G14	12	G12	6	G10	6	G11	6	12	48
5.45pm	TEAM 4	G15 / G16	12	G14	6	G12	6	G13	6	12	48
6pm		G11 / G12	12	G16	6	G14	6	G15	6		36
6.15pm		G13 /G14	12		G16	6		G15	6	12	36
6.30pm		G15 / G16	12							12	24
6.45pm										12	12

Squads Set Up & Pathways (Tuesday, Thursday, Sunday)

Updated: August 2020



Squads & Development TIMETABLE / ROTATIONS

Tuesday & Thursday

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	FLOOR	BARS	BEAM	TUMBLE/VAULT
4pm	AG G1 4 - 5.45pm	WA G1 4 - 5.45pm	WA G1 4 - 5.45pm	DEV G1 4 - 5.45pm
4.15pm	AG G1 4 - 5.45pm	WA G1 4 - 5.45pm		DEV G1 4 - 5.45pm
4.30pm	AG G1 4 - 5.45pm	WA G1 4 - 5.45pm		DEV G1 4 - 5.45pm
4.45pm		DEV G1 4 - 5.45pm	WA G1 4 - 5.45pm	AG G1 4 - 5.45pm
5pm		DEV G1 4 - 5.45pm	WA G1 4 - 5.45pm	AG G1 4 - 5.45pm
5.15pm		AG G1 4 - 5.45pm	DEV G1 4 - 5.45pm	WA G1 4 - 5.45pm
5.30pm		AG G1 4 - 5.45pm	DEV G1 4 - 5.45pm	WA G1 4 - 5.45pm
5.45pm	AG G2 5.45-7.30pm	WA G2 5.45-7.30pm	WA G2 5.45-7.30pm	DEV G2 5.45-7.30pm
6pm	AG G2 5.45-7.30pm	WA G2 5.45-7.30pm		DEV G2 5.45-7.30pm
6.15pm	AG G2 5.45-7.30pm	WA G2 5.45-7.30pm		DEV G2 5.45-7.30pm
6.30pm		DEV G2 5.45-7.30pm	WA G2 5.45-7.30pm	AG G2 5.45-7.30pm
6.45pm		DEV G2 5.45-7.30pm	WA G2 5.45-7.30pm	AG G2 5.45-7.30pm
7pm		AG G2 5.45-7.30pm	DEV G2 5.45-7.30pm	WA G2 5.45-7.30pm
7.15pm		AG G2 5.45-7.30pm	DEV G2 5.45-7.30pm	WA G2 5.45-7.30pm
7.30pm	FINISH			

SUNDAY / BLUE DAY				
	FLOOR	BARS	BEAM	TUMBLE/VAULT
9am	AG G1 9 - 11.15am	WA G1 9 - 11.15am	WA G1 9 - 11.15am	DEV G1 9-11.15am
9.15am	AG G1 9 - 11.15am	WA G1 9 - 11.15am		DEV G1 9-11.15am
9.30am	AG G1 9 - 11.15am	WA G1 9 - 11.15am		DEV G1 9-11.15am
9.45am		DEV G1 9-11.15am	WA G1 9 - 11.15am	AG G1 9 - 11.15am
10am		DEV G1 9-11.15am	WA G1 9 - 11.15am	AG G1 9 - 11.15am
10.15am	DEV G1 9-11.15am	AG G1 9 - 11.15am	AG G1 9 - 11.15am	WA G1 9 - 11.15am
10.30am	DEV G1 9-11.15am	AG G1 9 - 11.15am	AG G1 9 - 11.15am	WA G1 9 - 11.15am
10.45am	WA G1 9 - 11.15am		DEV G1 9-11.15am	AG G1 9 - 11.15am
11am	WA G1 9 - 11.15am		DEV G1 9-11.15am	AG G1 9 - 11.15am
11.15am	Time blocked out for choreography / individual arranged sessions			
11.30am				
11.45am	AG G2 11.45 - 2pm	WA G2 11.45 - 2pm	WA G2 11.45 - 2pm	DEV G2 11.45 - 2pm
12pm	AG G2 11.45 - 2pm	WA G2 11.45 - 2pm		DEV G2 11.45 - 2pm
12.15pm	AG G2 11.45 - 2pm	WA G2 11.45 - 2pm		DEV G2 11.45 - 2pm
12.30pm		DEV G2 11.45 - 2pm	WA G2 11.45 - 2pm	AG G2 11.45 - 2pm
12.45pm		DEV G2 11.45 - 2pm	WA G2 11.45 - 2pm	AG G2 11.45 - 2pm
1pm	DEV G2 11.45 - 2pm	AG G2 11.45 - 2pm		WA G2 11.45 - 2pm
1.15pm	DEV G2 11.45 - 2pm	AG G2 11.45 - 2pm		WA G2 11.45 - 2pm
1.30pm	WA G2 11.45 - 2pm		DEV G2 11.45 - 2pm	AG G2 11.45 - 2pm
1.45pm	WA G2 11.45 - 2pm		DEV G2 11.45 - 2pm	AG G2 11.45 - 2pm
2pm	FINISH			

CLEANING REGIMEN

- **FULL DEEP CLEAN:** to be completed prior to all other preparations, with adequate time for items to dry.
- **EVERY DAY:** Pre-session clean to be completed by key staff. Checklists Mandatory as part of set-up.
- **BEFORE EACH APPARATUS ROTATION:** (cleaning between groups): The coach of the group moving OFF of the apparatus will conduct a clean of all hand-contact areas hand-contact areas and areas where the face has had close proximity to a surface whilst the gymnasts are lining up ready to move around.
- **BETWEEN EACH GYMNAST:** The coach must clean hand-contact areas and areas where the face has had close proximity to a surface between gymnasts as above.
- Coaches to be alert to any child coughing, or coming into close contact with parts of the equipment that they might not expect so as to carry out cleaning as required.

SEE ALSO: *Cleaning Records and Checklists*

MEASURES TO ASSIST IN CLEANING

- Cleaning supply boxes available at every apparatus rotation. Checking of these boxes as part of the mandatory checks before the start of all sessions.
- Cleanable coverings on carpeted areas which will be subject to prolonged hand contact or close face proximity.

PARTICIPANT AND COACH HYGIENE & WELLBEING

- Coaches and gymnasts alike are instructed NOT to attend if they or someone they have had close contact with has symptoms that could be regarded as Covid-19.
- Gymnasts are instructed not to attend if they are feeling unwell or under the weather in any manner.
- Gymnasts are instructed to wash their hands before class and will also be supervised as they use the hand sanitizer station upon entering the hall.
- Gymnasts must sanitise, their hands regularly throughout the session and when starting a new rotation.
- Coaches must sanitise their hands before starting each Apparatus rotation (before and after cleaning the equipment) which will be at least every 15 minutes.
- Any coach or gymnast who sneezes, coughs or otherwise find as the need to touch their face must sanitise their hands immediately, and ideally, if possible, visit the bathroom to wash them thoroughly.
- In any case where a gymnast or coach has coughed or sneezed, the coach must clean any areas that may have been contaminated immediately.
- Gymnasts will not share any small items of hand-held equipment during the sessions. Any small apparatus that is used for warm up activities etc. will be introduced on a rotational basis to allow items to be cleaned between use by gymnasts.

COACHES PAPERWORK PROCEDURES

- Coaches will have an individual, clearly named, folder with their class registers and other information in so that no coach need share this folder or touch a folder that other coaches have touched.
- Coaches will have their own pen / pencil for completing the register, any reports, logs and checklists.
- The individual coaches folder will include sheets for ALL logs including group progress sheets, incident/injuries log, close contact log etc.
- This also mitigates the need for coaches to move unnecessarily around the space (i.e. to the desk/admin area) unless absolutely necessary.
- Where entries have been made, these sheets will be collated at the end of each session by the supervising coach to be filed in the correct folders.
- This will be done by the coaches placing their paperwork on the desk and the supervising coach handling it to file with disposable gloves or sanitizing before and after. The files are to be kept in a secure place in the cupboard and handled only by the supervising coach.

LOST-PROPERTY

- The likelihood of lost property is reduced by the rules about gymnasts keeping ALL of their belongings with them and in their bag.
- Lost-property may, however, still occur occasionally.
- Items of lost-property will be handled with disposable gloves, placed in a clean bag whilst not contaminating the outside of the bag, sealed and labelled with the date, day and time that it was left.
- When recovering lost property, the bags should again be handled with disposable gloves.
- The bags are to be laid out for the members to view and if their property is there, the bag must be cleaned before being handed to the owner.

FIRST AID PROVISION

- During the activity, any necessary minor First Aid will be provided by AGC Coaches who are appropriately trained.
- We have 4 coaches who are first-aid qualified all of whom will be present at every session.
- Usually though, it will be the supervising coach who is responsible for administering first aid as this allows less unnecessary movement around the space and also allows the class coach to continue supervising other participants if appropriate.
- Incident reports will be submitted using the AGC online Incident form in the usual way for all minor incidents recurring first aid. For this, the coach will use their mobile phone or device.
- Close-contact log must be completed for any first aid administered.
- It is the responsibility of the coach administering the first aid to complete the incident log and close-contact log for any incidents which may occur during the activity.
- Appropriate PPE will be used in the event of first aid needing to be administered.
- For incidents that require a full accident report, a member of Alton Sports Centre staff will be called to consult on necessary action and to pass over any relevant details for reporting as required by Alton Sports Centre.

RECORD KEEPING & REPORTS

- All cleaning records must be maintained and accurately completed. These should be kept for a minimum of 6 weeks. These will be checked by the supervising coach and stored at the end of the period that each sheet covers.
- Incident reports will be made by the coach using their Incident report sheets in their individual folder, which will then be handed to the supervisor for review and filing at the end of each session. The Supervising coach will then decide if the report needs to be filed electronically via the online form.
- All registers of attendance for each group and class will be kept in order to assist with track and trace if necessary.
- The Close-Contact Record form must be used for recording and reporting ALL close contact events must be made by the coaches and passed on to the supervisor at the end of each session.
- A close contact event is defined as an event when social distancing was broken either by the gymnast or by the coach, whatever the reason so that two people (participants or coaches) are in close proximity (<2m) for more than 3 seconds.

COMMUNICATION TO PARTICIPANTS / PARENTS

- Parents will be informed of all our mitigating measures, new rules and procedures including those for drop-off and collection prior to signing up for training or classes.
- They will be contacted via Email with this information as well as it being published and kept up to date on our club website: www.altongymnasticsclub.org
- The Risk Assessment document will also be available for parents, participants and members of the public to view online.
- Squad and Development gymnasts will be offered an induction session in small groups prior to re-commencing their training.
- A video will be produced from this to give GfA members a clear idea of what to expect and how to comply with the new guidelines.
- Signage to be placed strategically around the gym, in the corridor and at the exit/collection point to remind Participants, parents and coaches about social distancing, care with hygiene and remaining alert and safe during sessions. The signage must be in place as part of the mandatory pre-session checks.

SAFETY OF ACTIVITIES

- Activities have been reviewed to ensure that they are safe and effective for children to take part in without the need for physical contact with the coach.
- GfA programs centred around fun activities that develop agility skills with an emphasis on independent performance
- Strength & Fitness and Flexibility, Posture & Stand sections of the program to be supplemented with high-quality video tutorial series for home-practice.
- Squad and Development participants to receive an individual assessment within the first week of training to establish readiness to train and identify any areas that may need special or particular attention.
- Squad & Development participants to follow a prescribed format of progression work to include physical, mental and agility preparations, including repetition count that must be completed before passing through each stage.
- Coaches positioning will be carefully considered for all activities in order to provide possible emergency assistance where necessary.
- Coaches will receive additional training to enhance their non-contact coaching skills in practice.

PARTNERSHIP WORK - TEAM SPORTS FRAMEWORK

- At AGC, the Team-Sports Framework is applicable to competitive Acrobatic Gymnastics where partnerships need to work together in order to be able to participate in the sport fully.
- The Squad must be operational for a minimum of 2 weeks with the usual no-contact measures in place before work within the Team Sports Framework can begin.
- There are specific measures that **MUST** be adhered to in order for gymnasts to participate in any group or partnership activity and the screening will be enhanced.

SUMMARY:

- Gymnasts and their parents will be asked to review and agree to the British Gymnastics Covid-19 Code of Behaviour.
- Signed permission ('Opt in') will be obtained for the parents of all members of the partnership for each partnership to begin training in closer contact.
- Parents should ensure contact details are up to date for NHS Test and Trace purposes.
- Self-Screening must be completed for every session before travelling to the training venue. Gymnasts will be given sheets to complete this and present it prior to commencing training.
- Gymnasts will be expected to have been training independently with no close contact for a minimum of 2 weeks (or at least 6 sessions) before resuming partnership work.
- Partnerships may **ONLY** have close contact with one another at times when they are engaging in partnership practise, at all other times they will be socially distanced.
- Contact will be limited to the same 1 or 2 other gymnasts. This may be increased to a maximum of 4 with permission from all parties.
- Regular use of sanitiser and gymnasts having their own supply will be mandatory.
- Face coverings will be worn for Balance elements where this presents no additional risk. However they will not be worn for inverted balances (eg handstands) or for Dynamic work, where the risk of the face covering slipping during performance would create too great a risk.
- Work will be slowly built up in a phased manner as per the individual Phased Return to Training, however this process will be individual to each partnership depending on the skills they are re-training.
- Work within the Team Sports Framework does not affect the status of the 'Return to Coach Contact' Framework which is a separate entity and should be referred to separately – therefore coach contact is only permitted within the relevant phase of the 'Return to Coach Contact' Framework.
- The use of the rig will be encouraged where possible and necessary in order to progress and prepare toward more difficult skills. This includes utilising the rig for elements that, under normal circumstances, the coach would assist with.

RETURN TO COACH CONTACT

A framework has been developed for the return to coach contact within Gymnastics. Activities within this framework may only commence once the Club has been running with all normal measures in place for a minimum of 2 weeks. At the time of re-opening in April 2021, only PHASE 1 of the BG Return to Coach Contact will be allowed to be implemented.

WHEN the decision is made to enter PHASE 1 of the RETURN TO COACH CONTACT FRAMEWORK

- This decision will be made by the head Coach in collaboration with the other Senior coaches.
- ALL coaches who wish to return to coach contact MUST ensure they have read, understand and are FULLY familiar with the RETURN TO COACH CONTACT FRAMEWORK documentation published by British Gymnastics... i.e. they MUST NOT simply rely on the guidelines described in this risk assessment. This is because there is a lot of information to digest, not all of which is appropriate in this document.
- Gymnasts and their parents will be asked to review and agree to the British Gymnastics Covid-19 Code of Behaviour
- Signed permission ('Opt in') must be obtained for the parents of all members to whom it applies to begin coach contact
- Parents should ensure contact Details are up to date for NHS Test and Trace purposes.
- Self Screening must be completed by each gymnast for every session before travelling to the training venue. Evidence of this must be presented to the coach prior to commencing training.
- Coach contact is defined as the coach being <2m from the gymnast for more than 3 seconds.
- Coaches must wear a facemask for ALL close contact coaching activities.
- Coaches must observe high standards of hand hygiene including sanitising between contact with different participants.
- For Phase 1, each coach may ONLY provide close contact coaching to ONE group of Gymnasts (maximum 15 gymnasts). The coach must carefully select which group this will be. The coach may not coach different groups on different days.
- Coach contact must be limited to 15 minutes per day.
- ALL Coach Contact MUST BE PLANNED. No unplanned coach contact will be allowed.
- Each element that may require coach contact must have its own justification document and risk assessment. This is the responsibility of the individual coach.
- Full description of the appropriate PPE and/or additional hygiene practises) must be included in the risk assessment and adhered to.
- Coach contact may ONLY take place if there is no suitable or appropriate set up, preparation or practise that will safely allow the gymnast to master the element or preparation/progression. Both the individual coach AND the head coach must be satisfied of this, The individual risk assessment must be approved and signed by the Head Coach.
- All events of close-contact coaching, planned or otherwise MUST be recorded including names, dates, times etc.
- ...
- No coach will return to coach contact unless they have complied with the above.

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- **Only qualified Level 1 or above coaches will return to coach contact at this stage (i.e., not introductory level coaches)**
- General Manual Handling workshop training for coaches who will be returning to coach contact.
- In order to minimise the risk to themselves, coaches must do their own careful planning regarding which elements they are going to be offering physical assistance with.
- Coaches should plan to gradually re-build their skills in line with the gymnasts progress through the re-training program.
- Coaches should offer only 15 minutes of potential close contact each day, which reduces the risk of overuse or repetitive strain injuries.
- Coaches will carry out discussion regarding supporting techniques and engage in communication with each other in order to re-establish best practise in this area.
- Coaches will continue to use training aids, set ups and inventive preparation drills in order to ensure gymnasts are well prepared for all work where manual handling is required.
- Coaches will explain and/ or demonstrate the supporting method and technique they are using so that gymnasts are aware in advance and understand their own role in minimising risk (e.g. so a gymnast does not expect that coach will lift them if the purpose of support is to aid rotation etc.)
- All plans for coach contact must be submitted in advance to the head coach and / or reviewed by a peer. This is essential in order to ensure accountability and that every coach is aware and adhering to the guidelines.
- Only standard methods of support should be used in accordance with coach education and training.

PHASE 2:

All measures remain in place as above except that the coach may provide manual support to more than one group of gymnasts for a maximum of 15 minutes each per day.

PHASE 3: Return to coach contact for pre-planned activities. The same guidelines will need to be followed as in phase 1 and 2 for the planning and delivering of manual support however there are no specific rules on who can be offered it.

PHASE 4: Club-wide return to coach contact. This will happen only once all social distancing rules are removed and the risk associated with close contact are mitigated by national measures as far as possible. The return to club-wide coach contact will be planned and phased in order to ensure the correct and effective re-training of all coaches and staff members as well as to reduce the risk of injury resulting from the long break in providing manual assistance.

ANY COACH WISHING TO RETURN TO COACH CONTACT MUST ENSURE THEY HAVE READ AND HAVE A FULL UNDERSTANDING OF THE CLUBS RISK ASSESSMENT, PROCESS AND PROCEDURES. FAILURE TO COMPLY WILL BE REGARDED AS NEGLIGENT CONDUCT.

Alton Gymnastics Club – Process & Procedures – DETAIL
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RETURN TO COACH CONTACT FRAMEWORK

You may only support / spot approved elements within your coach contact allocation. You must complete an element justification for each element that you wish to employ coach contact for. Once signed, you must keep this safely in your folder.

Element Justification for Coach Contact

Element / Exercise			
Need for Element / Exercise at this stage			
Have you consulted the 'Decision Tree' for this element / Exercise?	YES / NO		
Intended impact for manual support	Eg. Height, rotation, speed, reduced impact on landing		
Situations you may need to employ coach contact with this element			
What other set ups have you used or tried			
Why does coach support / contact need to be used as well as the above set ups / progressions			
What age range are the gymnasts?			
What Measures will you take to reduce the risk of transmission of possible Covid-19			

Coach Completing this Form:		Coach Approving this activity:	
SIGNED:		SIGNED:	
DATE:		DATE:	

Once approved, you can add this element within your plan for your 15 minutes of close contact coaching with your selected group of gymnasts.

Alton Gymnastics Club – Process & Procedures – DETAIL
Covid-Secure Practices

RETURN TO COACH CONTACT FRAMEWORK - PHASE 1

- Coaches may choose ONE group ONLY in PHASE 1 with whom to resume coach contact.
- You must allocate a 15 minute slot per day for this. Whilst it does not have to be the same time each day, you MUST plan this in advance and ensure that you have a full record of what you plan to do on what date/time.

Plan for Coach Contact

DAY	DATE	TIME

WHILST on (rotation)	GROUP	COACH

PLANNED ELEMENTS	
Only approved elements may be included	
Element where Coach Contact is planned	Full Names of Gymnasts

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