



NORTH WEST SPIRIT TAEKWONDO

COVID-19 IMPLEMENTATION PLAN

Version: 1.1 Date: 30/07/2020

The following plan aims to reduce the risk of COVID-19 infection within our club. Anyone planning to attend our taekwondo sessions – including coaches, students, parents/guardians and family members – should read the following document carefully and adhere to all required control measures. Your cooperation is much appreciated.

PRIOR TO ATTENDING THE CLUB

Control measure	What this means for you
Recognising symptoms	We encourage all attendees (including students, parents and coaches) to stay home and self-isolate if they experience any coronavirus symptoms (check your symptoms here). If you display symptoms, if you have been in contact with symptomatic individuals, or if you have been advised to self-isolate by NHS Test & Trace, please do not attend training.
Limited class sizes & pre-booking system	Due to social distancing requirements and limited space, we can currently allow a maximum of 8 students in each class. You will need to pre-book and pre-pay for your class online (including online classes) A link to the booking system will be available on our website . Booking will be on a first come, first served basis. We will not be accepting cash payments.
Consistent class groups	To reduce the number of people you mix with, we ask that you try to book yourself onto consistent classes (for example, if eligible to attend both junior & senior classes, please book just one of these and stick with it). The only exceptions to this will be the Red & Black Belt classes and the online classes, which may be booked in addition to the junior/senior classes.
Change to Saturday classes	Our Saturday class timetable will change to the following: 09.30-10.30 - Juniors 10.30-11.30 - Red & Black Belts 11.30-12.30 - Seniors 13.30-14.30 - Online session (open to all). This format will be kept under review. Class times for other days will remain the same as before.
Changes to class times	Class start times will remain as before; however, if there is a class following yours, we will need to end the class early to allow 5-10 minutes for cleaning. Similarly, if your class starts slightly late, it will be because we are completing the necessary cleaning. We will try to keep any disruption minimal. Thank you for your understanding.
Suspension of new student applications	Due to limited class sizes, we will be not be able to accept new students into the club until further notice.
Validity of licence & membership	Please ensure your licence is valid before you attend training. You will be able to renew and pay for expired licences online (details to be confirmed).
Extra measures for high risk attendees & those with underlying health conditions	If you are considered high risk for COVID-19, or a member of your household is at high risk, please contact us with your concerns and let us know how we can support you. We will be

	continuing with online training sessions, which should mean you can train without needing to physically attend classes.
Limited bathroom use	Bathroom facilities will be available to use (large bathroom only; the small one will be closed), but please try to use the bathroom before turning up to class. Arrive ready to train and avoid using the bathroom to change clothes.
Hand sanitiser & handwashing	Hand sanitiser will be available at the club, but please feel free to bring your own (especially if you have sensitive skin). We ask that all attendees use hand sanitiser on entry to the hall and before exiting (as well as any other time you want to). We also ask that attendees comply with handwashing guidelines (wash with soap and water for at least 20 seconds) and that parents encourage their children to wash hands thoroughly, particularly after using bathrooms. If you have sensitive skin, please feel free to bring your own hand wash or soap.
First aid kit	The club first aid kit will be available onsite; however, we recommend you bring your own supplies (such as plasters and antiseptic wipes) to deal with minor injuries.
Spectators/parents	Unfortunately, we will not be able to allow parents/guardians or spectators into the building . There will be no room in the main hall due to social distancing requirements; and the back room and kitchen areas will be locked and unavailable. You are welcome to wait outside on the church grounds, or in your car. We will ask for your contact details when booking a class, so we are able to contact you if there are any problems.
Drinks & water bottles	Please remember to bring a drink with you. The kitchen will be locked, so drinking water will be unavailable on the premises. Water bottles should not be shared (except with members of your household).
Masks & face coverings	Face masks are not required while training. Government guidance states: "All forms of face coverings may restrict breathing efficiency and should not be used during exercise except on specific advice from a physician." If you have any concerns about this, please let us know.
Transport	We recommend that you avoid using public transport to travel to class, if possible. Please consider walking, cycling, or travelling by car (in household groups only). If public transport is unavoidable, please wear a mask or face covering for the journey, avoid touching surfaces and maintain a safe physical distance from others.

ENTRY/EXIT AND USE OF THE TRAINING PREMISES

Control measure	What this means for you
Entry to the dojang (training hall)	Entry to the dojang will be via the metal ramp/steps at the side of the hall. Please DO NOT ENTER the building until invited to do so; this is to allow cleaning to be completed, and to allow any previous class attendees to safely exit the building first. Please pay attention to the signs, which will remind you where to go and what to do.
Waiting to enter or dropping off	If dropping someone off or waiting to enter the hall, please do not congregate around the entrance. If possible, avoid touching the handrails and surfaces around the entrance. Maintain your distance from other people and consider waiting in your car.

Arriving into the hall	Please keep your distance from others as you enter the dojang. Use the hand sanitiser provided on your way in. Students entering the main hall will be directed to their designated training area (marked out by mats). Each area will have a chair for students to store their belongings. Please stay in your training area for the duration of the class. Do not enter another student's area. If you need to use bathroom at any time, please ask the instructor's permission first.
Bathroom facilities	All attendees are advised to use the bathroom before leaving home, if possible. Arrive ready to train and avoid using the bathroom as a changing room. If you need to use the bathroom at the dojang, please ask the instructor's permission first, to ensure that people are not queuing in corridors. Please wash your hands thoroughly with soap and water for at least 20 seconds after using the facilities.
Kitchen facilities	The kitchen will be locked and unavailable to us.
Personal belongings	Please ensure that your personal belongings, such as coats & bags, are kept in your designated area; away from other people and their belongings. Please take all personal belongings with you when you leave.
Exiting the dojang	Attendees should exit the dojang via the double doors leading onto Springwood Avenue. Please collect your belongings and leave the dojang as quickly as possible so that the hall can be cleaned. Use the hand sanitiser provided before exiting. Keep your distance from others as you leave and when you are outside the building.
Waiting to be picked up	If you are waiting outside to be picked up, please make sure you wait at a safe distance from others and do not block the exit. If you are picking up a student, please try not to be late. Instructors will supervise any young children who are waiting to be picked up and will wait with them, keeping them on the grounds until their responsible adult is visible.

PREMISES / DOJANG SAFETY MEASURES

Control measure	What this means for you
Distancing	The hall will have separate entry and exit points to avoid congestion at doorways. A designated training area will be provided for each student, with 2 metres distance between them. Students should remain in their own area during the class.
Handwashing and sanitising	Liquid hand wash will be provided in the bathroom. Hand sanitiser will also be provided for use on entry and exit.
First aid	At least one first aid trained coach will be available at every class. A first aid kit will be available onsite, although we recommend you bring your own supplies (such as plasters and antiseptic wipes) to deal with minor injuries. If coaches are required to perform first aid, we have masks and gloves available in the first aid kit.
Cleaning	In addition to the cleaning measures implemented by the premises' management, we will be carrying out regular cleaning before and after each class (including floors, mats, door handles, seating and surfaces). Gloves will be worn while cleaning. We will also be reducing the number of potential cross-contamination areas by propping doors open and restricting people to individual training areas.

Ventilation	The hall will be well ventilated, with doors and windows open for the duration of classes.
NHS Test & Trace	The club is required to keep a record of class attendees and their contact details, so that each person may be contacted if there is a case of COVID-19 connected to the club. We will ask for your contact details during the online booking process.
Online payment and paperwork	Payment for classes, etc, should be made online; we will not be accepting cash payments. Grading and theory sheets will no longer be given out, but they are available to download via our website . Licence and membership forms will also be available online.

TAEKWONDO TRAINING SAFETY MEASURES

Control measure	What this means for you
No shouting/raised voices	Unusually, we will not be encouraging students to shout or raise voices, as this enhances the risk of airborne infection. Coaches will only raise their voices as much as is necessary to be heard.
Designated training areas	A designated training area will be provided for each student (marked out by mats), with 2 metres distance between each area. Each student should remain in their own area during the class.
Permitted activities	Activities that can take place safely in each designated training area include: <ul style="list-style-type: none"> - warming up & cooling down - fitness drills - patterns & line/drill work (students may need to adjust their movements slightly to stay within their designated areas) - set sparring (students may perform attack & defence parts on their own, without a partner).
Restricted activities (not currently permitted)	Restricted activities are those requiring physical contact or proximity, and those requiring sharing of equipment (except between members of the same household). These include: <ul style="list-style-type: none"> - sparring - self defence - pad work (including focus pads, kick shields, paddles & BOBs) - board breaking.