



BRITISHROWING

Managing COVID-19

Advice for the rowing
community



Important Notes



Public health is the number one priority

Do not leave your home to go rowing if Government advice means you should stay at home because:

- you or someone you live with has or has had symptoms of coronavirus (COVID-19);
- you have been told to self-isolate due to close contact with someone with a positive test;
- you are required to self-isolate due to recent international travel;
- local restrictions require you not to travel; or,
- you are in one of the more vulnerable categories and have been advised to shield from the coronavirus.

See nhs.uk/coronavirus for more details.



Don't forget your responsibilities

Remember that any specific plans related to COVID-19 for exercising or rowing during the pandemic should be in addition to your normal responsibilities as a rower, coach, club or event to safety, safeguarding and welfare.



Always check Government and waterway authority guidance

British Rowing will make best endeavours to ensure the advice contained in this document is up to date but the situation and guidance from Government are regularly changing. Rowers, clubs and events should always ensure they check relevant guidance from the Government and local waterway authorities. The latest advice from the Government is available at: gov.uk/coronavirus



This guidance is for England only

The advice contained in this guide is aligned to the UK Government guidelines for England as the devolved governments have issued different guidance for Scotland and Wales. For advice for Scotland and Wales, please refer to Scottish and Welsh Rowing respectively.



Check local restrictions and Surge Testing

The UK government may apply specific 'local restrictions' to areas or there may be restrictions set by local waterway authorities. The advice in this document is designed to apply to the current national-level guidance. Clubs and competitions should check for any local restrictions on the Government website and any other relevant local bodies.

The [government is using surge testing](#) to monitor and suppress the spread of COVID-19 and better understand new variants. Please see our section on Surge Testing for further information.

Introduction

It is now 18 months since the first UK COVID-19 lockdown and we've been through various stages of closing and reopening our clubs. As we enter the 2021 Autumn/Winter period, we have taken the opportunity to consolidate our advice and where possible, to move towards some guiding principles which clubs, competitions and members can use when carrying out their own risk assessments taking into account their own local environment.

Whilst official restrictions are no longer in place, we believe it is still pragmatic to take some precautions to lessen the risk to our rowing family, particularly those that have little impact on our ability to enjoy the sport.

As always, we continue to be available to offer support and advice to the rowing community and welcome any feedback on this guidance.

Thank you to everyone across the rowing community - volunteers, coaches, members - who have all worked tirelessly to keep people engaged in rowing during the various lockdowns and helped get rowing back up and running.

Nick Hubble

Chair, Sport Committee | British Rowing

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Version History

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- Version 5.1 – issued 31 July 2020
- Version 5.2 – issued 13 August 2020
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- Version 6.1.1 – issued 17 September 2020
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- Version 8.1 – issued 27 November 2020
- Version 8.2 – issued 3 December 2020
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- Version 9 – issued 23 December 2020
- Version 10 – issued 8 January 2021
- Version 11 – issued 11 March 2021
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- Version 12 - issued 15 May 2021
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- Version 14 – issued 20 July 2021
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Photo/Imagery Credits

- Front cover image – Drew Smith

Key Facts on Coronavirus

For more information on coronavirus (Covid-19) we recommend visiting the following websites:

- [UK Government coronavirus information](#)
- [NHS coronavirus information](#)
- [World Health Organisation coronavirus information](#)

Following the Guidance

The number one priority for all of us is public health - we all have a responsibility to each other to do what's right to help reduce the spread of COVID-19.

As a rowing community, this means we must listen to the guidance and legislation from the Government, from navigation (waterways) authorities, from local authorities and within this document and apply it sensibly at a local level. Every club will find unique challenges and scenarios that it must work through and apply an appropriate risk assessment to.

In some cases, there may be variations between how the advice is applied. The rowing community is strongly inter-connected and we would hope that, in most cases, advice and constructive feedback shared between members, coaches, clubs and regional councils will ensure appropriate plans and actions are in place.

It is important to remember that British Rowing members, clubs and competitions are still required to follow the normal British Rowing safeguarding policies and RowSafe guidance. Likewise, through their membership of British Rowing and/or Affiliated Clubs and Affiliated Competitions, members have agreed to follow British Rowing's Code of Conduct which includes following the club's safeguarding, health and safety rules. Whilst we hope they will not be required, the usual disciplinary and grievance policies remain in force for clubs and members.

It is vital as a community we all take responsibility and do our best to follow the Government's regulations so that we can all continue rowing. The Government has made it clear that it reserves the right to stop particular sports if there are continued breaches and clearly, no-one wants to reach that situation.

What to do if you have questions?

If you are...

- an individual member - you should contact your club in the first instance to understand their COVID-Secure protocols.
- a club (including a school or university boat club) - please contact our Club Support team via clubsupport@britishrowing.org
- an event or competition - please contact our competitions team via onlineentry@britishrowing.org

Our Framework

The Framework for our guidance divides the activities of the rowing community into five elements - sporting facilities, hospitality facilities, on-water activity, indoor club activity and competition. For each of these elements we can assign a level dependent on the current Government restrictions. In broad terms:

- Rowing Level 1 is normal pre-pandemic activity
- Rowing Level 2 is full implementation of the guidance in this document with no particular additions
- Rowing Level 3 is implementation of the guidance in this document with specific limitations (e.g. on group sizes or specific services)
- Rowing Level 4 is restricted rowing activity
- Rowing Level 5 is no activity

For each of the elements of our sport, this means slightly different things as set out in the table below.

Rowing Level	Club Sporting Facilities	Hospitality Facilities	On-Water Activity	Indoor Club Activity	Competition
1	Normal activity	Normal activity	Normal activity	Normal activity	Normal activity
2	All COVID-Secure facilities open	COVID-Secure catering & bar facilities open	All crew boats allowed subject to COVID-Secure protocols	Indoor training allowed subject to COVID-Secure protocols	Affiliated competitions
3	All COVID-Secure facilities open with specific limitations	COVID-Secure catering & bar facilities open with specific limitations	All crew boats allowed subject to COVID-Secure protocols with specific limitations	Indoor training allowed subject to COVID-Secure protocols with specific limitations	COVID-Secure private matches and affiliated competitions subject to specific limitations
4	Minimum facilities to allow COVID-Secure boating only	COVID-Secure takeaway services only	Single household crews* for personal exercise only	Personal exercise only	COVID-Secure intra-club competition
5	All club facilities closed	All club hospitality facilities closed	No on-water rowing activity	No indoor club activity	No competition

* Single household crews means singles or crew boats made up of a single household or Support Bubble.

Please bear in mind that some of the requirements to make certain facilities COVID-Secure (particularly bars and catering facilities) may mean that it is not sensible for rowing clubs to open them at this time so as to focus on managing the facilities required for rowing activity. Equally, just because something is permitted, a club/competition may feel, on the basis of their risk assessment that their particular local circumstances mean that it is not safe to put this into practice. Please respect the decisions of your clubs and volunteers.

Current Position Overview

The majority of legal COVID-19 restrictions have now been lifted, however, it is important to remember that the pandemic is not over and Government guidance on how to help lessen the risk of transmission remains in place. We all continue to have a duty of care to our members, volunteers, competitors and each other to help ensure that we can all safely and comfortably enjoy rowing.

For that reason, our advice to clubs, competitions and members is to maintain many of the good practices we have developed during the pandemic and therefore each element of our guidance has been set to rowing level 2 albeit without some of the legal restrictions previously required relating to group sizes.

Rowing Level	Club Sporting Facilities	Hospitality Facilities	On-Water Activity	Indoor Club Activity	Competition
1	Normal activity	Normal activity	Normal activity	Normal activity	Normal activity
2	All COVID-Secure facilities open	COVID-Secure catering & bar facilities open	All crew boats allowed subject to COVID-Secure protocols	Indoor training allowed subject to COVID-Secure protocols	Affiliated competitions
3	All COVID-Secure facilities open with specific limitations	COVID-Secure catering & bar facilities open with specific limitations	All crew boats allowed subject to COVID-Secure protocols with specific limitations	Indoor training allowed subject to COVID-Secure protocols with specific limitations	COVID-Secure private matches and affiliated competitions subject to specific limitations
4	Minimum facilities to allow COVID-Secure boating only	COVID-Secure takeaway services only	Single household crews* for personal exercise only	Personal exercise only	COVID-Secure intra-club competition
5	All club facilities closed	All club hospitality facilities closed	No on-water rowing activity	No indoor club activity	No competition

As we move into this next stage of the recovery from COVID-19, it is important to remember that not everyone is in the same situation: some rowers may not have received either or both doses of the vaccine, some rowers may be more at risk from the virus even if vaccinated and some rowers may simply feel a degree of anxiety with the reopening. As a rowing community, it is important that we are considerate of everyone and so create a welcoming and reassuring environment for everyone taking part in our sport.

We have left information in this guide about reopening facilities and returning to training after a break for reference, although at the current stage they are less relevant.

Key principles

This advice is based on the key principles set out by the Government in their COVID-19 guidance for grassroots sport set out below and available in full at the link below.



[Coronavirus \(COVID-19\): grassroots sports guidance for the public and sport providers](#)

We recommend that clubs use these principles as the basis for their COVID-19 risk assessments taking into account their local environment and particular circumstances. The principles are:

- Communications and guidance - ensure you are communicating any specific plans you have for COVID-19 effectively to everyone who needs to know (members, volunteers, coaches etc.). Before coming to the club, members should be reminded that they should self-assess for COVID-19 symptoms and not attend if they consider they may have COVID-19.
- NHS Test and Trace - there is no longer a requirement to collect Test and Trace information, however, it is still advised to display an NHS QR Code and where you do display this, you will need to provide an alternative means of data capture for those without the app.
- Pre-participation safety measures - as well as self-assessing for COVID-19 symptoms, you may wish to ask members to regularly take a lateral flow test.

- Hygiene - you should continue to encourage good hygiene practice, this may include ensuring you have adequate facilities or plans in place for regular hand cleaning.
- Face coverings - whilst no longer required by law, face coverings should be used in crowded and enclosed settings where you are coming into contact with people you wouldn't normally meet. You may wish to consider this for particular areas at the club or at competitions, for example, registration huts, timing huts etc.
- Medical provision - you should follow the appropriate guidance for the delivery of medical provision and first aid.
- Facility usage - where using facilities that are not your own, you should liaise with the owner/operator when drawing up your plans. All facilities can be used, however, you may wish to consider reducing usage of more high risk areas if not necessary, for example, asking people to shower at home where possible.
- Sporting events - when organising events you should liaise with the various local bodies as normal and consider the specific guidance for events where there are significant numbers of spectators.

Although the majority of legal restrictions have been removed, we would advise:

- Legal restrictions on group sizes have been removed, however, we still recommend carefully considering the appropriate capacity for indoor spaces.
- Whilst face coverings are no longer legally required indoors, we would still advise that clubs consider an appropriate policy for their own club environment.

Areas with surge testing

From time to time, the government is using surge testing in particular areas of the country to monitor and suppress the spread of COVID-19 and better understand new variants. Clubs and competitions located within one of the areas targeted for surge testing must follow the directions of the Government and local authorities with regard to any additional surge testing.

If you live in an area deploying surge testing and are advised to get tested, you should get tested and only take part in rowing activity if you have a negative test. You may be required to provide proof of a negative test before attending a club or a competition. It is still permitted to travel for sport into and out of a 'surge-test area'.

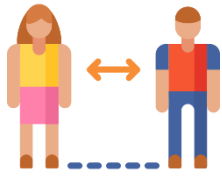
Clubs may wish to consider temporarily closing some indoor facilities or reducing capacities within these based on their own risk assessment.

Useful Links

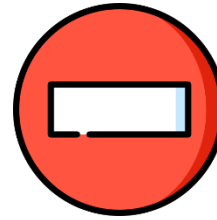
 [Coronavirus \(COVID-19\): grassroots sports guidance for the public and sport providers](#)

 [Sport England frequently asked questions on coronavirus \(COVID-19\)](#)

Advice for Rowers



Follow any social distancing guidelines set by your club at all times



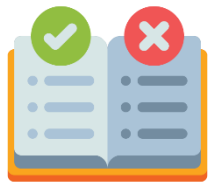
Do not visit your club if you or anyone in your house are showing any symptoms of coronavirus (COVID-19) or whilst you should be self-isolating or shielding



Wash your hands regularly with soap and water for at least 20 seconds



Follow any rules set out by your club to keep equipment and facilities clean



Respect the rules set out by your club and help yourself, your clubmates and the public stay healthy



Take appropriate precautions when using public transport or consider walking, cycling, running or driving to your club



Take it easy when getting back on the water, your body may need to get used to rowing again



Look after your hands - you'll probably find you get blisters once you're back on the water again



Respect other water users, remember for some people the water is their home



Be kind - your club's committee are giving up their time for free to ensure you are all safe

Can I travel to exercise/row?

You may travel within the UK to take part in rowing. Car sharing and accommodation sharing are also permitted. If you wish to travel abroad for rowing, please note that you will need to follow the general advice in relation to travelling to your desired destination.

Guidance on safer travelling is available below:

 [GOV.UK: Coronavirus \(COVID-19\): safer travel guidance for passengers](#)

If travelling for exercise/sport, you must respect any differing restrictions in any countries (including Scotland and Wales) which may either restrict rowing activities or restrict you from travelling into the country.

Managing a club during coronavirus (COVID-19)

For the foreseeable future, rowing clubs will need to make changes to the way they operate to help control the spread of coronavirus (COVID-19). The advice below sets out some general advice about managing your club during the pandemic. It is important to remember that your club should make the decisions that feel right for your club and should base it on your own risk assessment taking into account your particular local situation.

At all times, the advice from the Government should take priority over any rowing specific advice. You can find general coronavirus advice and specific advice for the sports sector from the Government at the links below:

 [UK Government advice on coronavirus](#)

 [Coronavirus \(COVID-19\): grassroots sports guidance for the public and sport providers](#)

You must also consider any restrictions from your local waterway authority, some of which are working hard to ensure that essential waterway traffic is supported.

This guidance will continue to be updated as new Government guidance is made available.

General principles

Coronavirus (COVID-19) doesn't change any of our responsibilities towards safeguarding or safety. Your safeguarding policy and club safety plan must form a key part of your club's planning. At every stage, your club should not feel pressured to allow anything you are uncomfortable with.

When trying to consider if a particular activity is appropriate, the overarching principle that should be applied in any phase is: if a specific activity was considered acceptable by your club before coronavirus, providing the activity can be delivered with the same risk management controls in place within the letter and spirit of any Government restrictions then it should still be acceptable.

Please note that failure to follow Government guidance and/or British Rowing advice may affect your club insurance.

In this guidance we have not specifically made any reference to adaptive rowing as there is currently no additional advice in relation to adaptive rowing. There is no specific reason why an adaptive rower should generally be at any greater risk than another member of your club and as with all members you should discuss any specific conditions or particular concerns with them directly.

Juniors & safeguarding

It is important to remember that all the same rules are in place around safeguarding junior rowers. This means that any club where any junior activity takes place will be required to follow all the normal safeguarding procedures (including appointing a Club Welfare Officer etc.). Clubs without a junior section may want to consider this carefully as there may be questions from members about allowing their children to use club boats and equipment. For more details see our safeguarding policies:

 [British Rowing Safeguarding Policies](#)

A common question we were asked in the early stages of re-opening is whether a parent could take out their child in a double. As set out in the general principles section above, if this was allowed by your club before the lockdown and if it complies with the latest government restrictions then it should be ok. If not, you will need to carry out an appropriate risk assessment and ensure you have the right measures in place to mitigate and control any risk created by this.

We would remind you that you should seek appropriate parental consent for your arrangements for juniors. For example, where an adult member would be expected to explicitly opt-in, you should ensure the parent or guardian provides consent for the junior instead.

Other water users

With many normal gathering spaces closed during the restrictions and limits to the normal activities people could take part in, there has been an influx of extra people in areas around waterways and on the water itself. Please promote a courteous attitude towards other water users and be aware many may be new to the waterways and have limited knowledge of navigation rules.

People & members

The key to well-run clubs are the people that run them as volunteers or employees. These people have been really important during the pandemic and you should remember:

- Some members may have been directly affected by COVID-19 (personal illness, illness or bereavement in the family or loss of job) and may not have capacity or desire to get involved in the rowing club in the way they did before the pandemic.
- Some members may feel more vulnerable to COVID-19 due to pre-existing conditions and therefore may not feel able to help in the way they had previously.

Remember to be considerate around these areas when talking with other members or the wider club as this may be a sensitive topic for those involved. Mind have some useful suggestions on coping for those affected by coronavirus and the people around them:

 [Mind: Coronavirus and your mental health](#)

 [Return to play: mental health guidance](#)

For more information please see the section of this guidance on supporting your members during the pandemic.

Communication

Throughout the process it is important that you communicate with your members on a regular basis. Remember:

Agree a clear process of who will be sending out communications and who needs to review them

- Agree a method of communication with your members, bearing in mind that not all members will use the same channels
- Be clear about any changes to normal club rules/procedures that apply and reiterate that other club rules still apply
- When changes are made to club rules, be clear about when they apply from
- Be open to questions
- Consider how to manage members' expectations of what different phases will allow and when they will be implemented
- You should ensure that any changes to the guidelines are communicated in advance and within the club's facilities.
- To help build confidence in the measures you are taking, you could publish your full risk assessment in relation to COVID-19 on your website so members can see the details of your planning and considerations.

Code of behaviour

Your plans to mitigate the risk around coronavirus (COVID-19) will only work effectively if everyone in your club follows the guidelines you put in place. Your club should develop an appropriate code of conduct that members are asked to agree to when opting in to the new arrangements. You should keep a record of these agreements.

As an example, British Rowing had agreed a 'Behavioural Charter' with members of the GB Rowing Team during this period.

 [Example GB Rowing Team COVID-19 Behavioural Charter](#)

Club employees

Some clubs may have paid employees including coaches. These clubs should also consider and implement all relevant Government guidance for employers during the pandemic.

Vaccinations

In conjunction with Sheridans, Sport England have produced advice on how clubs should approach the vaccination of members. The guidance suggests encouraging members to take up the vaccine but does not advise making this mandatory. Clubs may wish to put in place alternative control measures for those who have not been vaccinated (for example, requiring those members to take a lateral flow test before attending the club).

 [Sport England: Legal risks and duties of care when returning to play - vaccination addendum](#)

Lateral Flow Testing

The Government is currently providing free lateral flow COVID-19 tests designed to test those with no symptoms which provide a result in 30 minutes. Whilst we are not advising that clubs or competitions make the use of these tests mandatory, it may be useful to highlight their availability to members and volunteers and suggest their regular use becomes common practice.

 [Order coronavirus \(COVID-19\) rapid lateral flow tests](#)

Managing your club's COVID-19 plan

We suggest that you might want to form a specific group that can organise everything that is required at each phase of managing any COVID-19 restrictions/guidance. This process is unlikely to be a fast process and may take many months and so will allow the main club committee meetings to focus on general club business. The 'COVID-19 committee/group' may include a number of members of your main club committee but separating the groups will allow you to properly examine the detail required around this process.

Your 'reopening committee' will need to make a list of tasks and plan how these will be completed. At each stage of the journey you will need to update your risk assessment to include any specific coronavirus risks. An example of some of the considerations for this risk assessment are included as an appendix to this document.

 [Example risk assessment for coronavirus specific concerns](#)

The Health and Safety Executive have also issued guidance on carrying out a risk assessment in the current environment.

 [HSE guidance on COVID-19 risk assessments](#)

Reversibility

When drawing up your plans to manage COVID-19, you should consider how you could reverse the plans if Government guidance was to change in the future. You will also have to respond and have a plan in place for when a member of your club tests positive for coronavirus (COVID-19) - some considerations for this are included in the sections below.

Alternative club activities

During the first lockdown, clubs did a fantastic job of coming up with creative ideas to keep their members engaged in rowing programmes. You may want to continue some of these virtual activities even when on-water activity is possible. A number of ideas are listed on the British Rowing website:

 [Running your club remotely: practical advice](#)

 [British Rowing At Home Hub](#)


 [British Rowing Challenge Hub](#)

It is important to remember that you follow normal safeguarding procedures and bear in mind how to keep your members safe whilst online. Please refer to British Rowing's social media policy for full details but some important considerations would be:

- There should be no one-to-one communication with children and/or young people.
- Do you need to broadcast live? Pre-recording materials is a good way to keep everyone safe.
- If you do want to live stream or provide other interactivity, you need to ensure you think about who is at both ends of the stream – are they who you think they are?
- Do you have consent from parents if you are sending materials to under 18s?
- Who is moderating any content or communications?
- Are people appropriately qualified if they are providing any form of coaching activity?

COVID-Secure sporting facilities

The Government has published detailed advice for operating sports facilities during the pandemic:

 [Working safely during coronavirus \(COVID-19\): Providers of grassroots sport and gym/leisure facilities](#)

Please see the next section of this guidance for advice on hospitality facilities.

Current specific limitations

Step 4 (from 19 July)
Rowing Level 2
All COVID-Secure facilities open

Whilst facilities are open, you should still continue to operate them in a COVID-Secure way as set out below. Depending on your club environment, this could include:

- Ensuring adequate ventilation is available;
 - Setting appropriate capacities;
 - Cleaning protocols are in place; and,
 - Policies for face covering are set out.
-

General considerations

Cleaning and disinfection of surfaces

A virus can remain on surfaces and other materials for a number of days. Virus particles could be spread by someone with an infection touching a surface or from droplets that an infected person might emit by breathing, sneezing or coughing. Remember, someone may not yet be showing any symptoms but could be spreading the virus. For this reason, it is important to regularly clean any surfaces that might be touched by multiple people, for example:

- Boats
- Blades
- Trestles
- Door handles
- Locks
- Window handles
- Handrails
- Toilets
- Launches
- Gym equipment

Boats and other shared equipment should be cleaned before and after each use and other surfaces should be wiped down frequently.

The best way to clean these is to use a disinfectant, dilute mixture of water and bleach or any other cleaning product appropriate for destroying an envelope virus. If using bleach, a ratio of approximately 50:1, water to thick bleach is normally recommended but you should always check the packaging on the bleach (some weaker bleaches may require less dilution). Your cleaning solution may be placed in a spray bottle to apply the solution and then disposable paper towels can be used to wipe down the surfaces. Please

remember to plan for appropriate disposal of the paper towels and to take due care with any bleach as it is a corrosive substance and can be harmful to the waterways and environment. If members require gloves to use the cleaning solution then these should not be shared.

 [Government advice on decontamination in non-healthcare settings](#)

Remember that everyone should also be regularly washing their hands with soap and water. If this isn't possible then an alcohol-based hand sanitiser is a less effective alternative. A useful poster reminder of good hand hygiene is linked below:

 [Coronavirus handwashing advice poster](#)

Test and Trace

Clubs are no longer legally required to display an official NHS QR code to support NHS Test and Trace, however, we would continue to recommend their use. Where QR Codes are provided, an alternative method for members to provide contact details should be provided for the same purpose for those who do not have the app. Clubs may wish to treat certain areas of the club facilities as separate venues and have separate QR Codes for these (e.g. one code for the sporting facilities and one for the club bar).

 [Government guidance on maintaining records to assist Test and trace](#)

 [Create an official NHS QR code](#)

If a member is required to self-isolate by NHS Test and Trace then they should not attend the club or any rowing competitions.

Capacity & ventilation

Good ventilation can help reduce the risk of virus spread in indoor spaces. Where possible and practical, try and keep doors and windows open and/or any ventilation systems switched on. You may wish to consider leaving ventilation systems on at all times while the building is being used. You should only use systems that use 100% fresh air and not recycled air.

The latest Government advice suggests that the maximum capacity of an indoor facility should be set by the volume of the space with at least 100 square feet per person (this takes into account all areas of the facility accessible by members). For more details see section 5 of the Government's advice for indoor sports facilities linked below.

 [Working safely during coronavirus \(COVID-19\): Providers of grassroots sport and gym/leisure facilities](#) (see section 5.5)

Gym facilities

Gym facilities should be reconfigured to ensure that there is adequate space for social distancing. If your hospitality facilities are restricted or closed, you may wish to consider utilising this space to provide extra room. You may wish to consider:

- Reconfiguration of indoor gym and weight equipment to allow for social distancing:
 - This may mean that there is less capacity and you will need to adjust training times and limit the number of people in the area.
 - Remove and store any gym equipment to allow this to happen
- Reviewing ventilation and airflow - does the room have a suitable extraction system? If not, can windows be opened or air conditioning equipment used in the short term to ensure that the room is well-ventilated to reduce the risk of any spread of the virus.

Additional advice and guidance are available from UK Active and CIMSPA:

 [CIMSPA: Sport and physical activity sector facility reopening guidance](#)

 [UK Active: COVID-19 Operational Guidance](#)

 [HSE: Air conditioning and ventilation during the coronavirus pandemic](#)

Using gym equipment outdoors

With the current requirements to make a gym facility COVID-Secure, clubs may still wish to use some of their gym equipment outdoors. When doing this, clubs may wish to ensure that equipment is spaced at least 2m apart and placed on their own land rather than in public areas. Clubs will need to apply a cleaning protocol for before and after the use of any equipment.

Social distancing

Even though legal social distancing requirements have been removed, some members may not feel comfortable with an immediate return to normality and you may also wish to maintain some plans that do not impact on your ability to deliver rowing. Some things your club may want to consider are:

- Would a one-way system help facilitate distancing for members around the club?
- Do you need to limit access to certain facilities/equipment and, if so, can they be physically closed off or marked closed with signage?
- What boats are suitable for use and can you position them within the boathouse/outside racks to make them easier to access?
- Do you need to consider an online booking system for access to the facilities and/or equipment to help manage capacity?

We have produced a series of posters that you can adapt for your club to provide signage around your club:

 [Club coronavirus posters](#)

The following advice from CIMSPA (Chartered Institute for the Management of Sport and Physical Activity) may be useful for clubs:

 [CIMSPA: Sport and physical activity sector facility reopening guidance](#)

Face coverings

Clubs may wish to consider their policies in relation to 'face coverings' and suggest members continue to wear these inside when not exercising/eating/drinking or in any crowded place.

First aid

Ensuring you have the right plans in place for any emergency is important at any time, however, you may need to consider specific provisions for coronavirus. An example of this is your plan for any emergency resuscitation required. The Resuscitation Council (UK) and the European Resuscitation Council has issued more detailed guidelines advising how resuscitation should be carried out in the current situation. In any first aid situation involving someone from outside your household, you should work on the assumption that the casualty has coronavirus. Therefore, you need to take appropriate precautions:

If the casualty is responsive and able to follow self-care advice, encourage them to do this from a safe distance.

- In other situations, for example, when a casualty is unresponsive:
 - Where possible wear gloves when touching or handling the casualty.
 - Wear a face cover/mask if available and consider placing a face cover/mask over the face of the casualty.
 - Only handle/touch what is absolutely essential, remembering that all surfaces in and around the casualty may be contaminated by the virus.
- Only provide essential direct first aid in order to limit your exposure time.
- This may include controlling significant bleeding, applying a dressing, use of an adrenaline autoinjector, assessing for responsiveness by shaking the person and shouting, and positioning of a casualty.

After administering first aid, it is essential to:

- remove and dispose of any PPE (used PPE should be treated as clinical waste)
- wash your hands thoroughly with soap and hot water for at least 20 seconds
- wash all your clothing as soon as practicable
- be prepared to self-isolate and follow national guidance if you develop COVID-19 symptoms after providing direct first aid

For further details see the links below:

 [Resuscitation Council UK Statement on COVID-19 in relation to CPR and resuscitation in first aid and community settings](#)

 [European Resuscitation Council COVID-19 Guidelines](#)

[First Aid specific guidelines](#)

If your club has a defibrillator, you should check it is still working, and that the pads are in date.

COVID-Secure hospitality facilities

The best source of information for operating hospitality facilities during the pandemic is the Government website:

 [UK Government: Guidance for people who work in or run restaurants, pubs, bars, cafes or takeaways.](#)

Current specific limitations

Step 4 (from 19 July)
Rowing Level 2
All COVID-Secure hospitality facilities open

Whilst facilities are open, you should still continue to operate them in a COVID-Secure way as set out below. Depending on your club environment, this could include:

- Ensuring adequate ventilation is available;
- Setting appropriate capacities;
- Cleaning protocols are in place; and,
- Policies for face covering are set out.

General considerations

Test and trace

Clubs are no longer legally required to display an official NHS QR code to support NHS Test and Trace, however, we would continue to recommend their use. Where QR Codes are provided, an alternative method for members to provide contact details should be provided for the same purpose for those who do not have the app. Clubs may wish to treat certain areas of the club facilities as separate venues and have separate QR Codes for these (e.g. one code for the sporting facilities and one for the club bar).

 [Government guidance on maintaining records to assist Test and trace](#)

 [Create an official NHS QR code](#)

If a member is required to self-isolate by NHS Test and Trace then they should not attend the club or any rowing competitions.

COVID-Secure operations

If you are opening your hospitality facilities you will need to follow the Government's guidance for these types of environments. This advice can be found below.

 [UK Government: Guidance for people who work in or run restaurants, pubs, bars, cafes or takeaways.](#)

This information from the Food Standards Agency on coronavirus may also be helpful for kitchens and catering.

 [Food Standards Agency: Reopening and adapting your food business during COVID-19](#)

You may wish to consider factors such as:

- Marking out areas for people to stand when ordering at the bar (if permitted by Government guidance)
- Rearranging or removing furniture to allow for social distancing
- Implementing a one way system with appropriate spacing for queuing

COVID-Secure on-water rowing activity

The following guidance contains specific advice for operating your on-water rowing activity.

You may wish to refer to the Government guidance for grassroots sport.

 [Working safely during coronavirus \(COVID-19\): Providers of grassroots sport and gym/leisure facilities](#)

Current specific limitations

Step 4 (from 19 July)
Rowing Level 2
All crew boats allowed subject to COVID-Secure protocols

Elite sport

There continues to be an exemption for designated elite athletes to the COVID-19 restrictions, albeit that there is little impact of this other than on international travel at this stage. For more information on who this applies to please see the British Rowing website:


 [British Rowing COVID-19 Elite Sport Guidance.](#)

General considerations

Returning to exercise after coronavirus (COVID-19)

If you have (or suspect you may have) had coronavirus, you should be extremely cautious about your return to exercise. If you have any ongoing symptoms or are struggling to return to your normal level of exercise you should contact your GP.

Rowing alone

If it becomes required to limit access to singles only, a useful document in considering your club's risk assessment and safety plan may be our safety alert, 'Is it safe to row alone?'.
 [Safety Alert: Is it safe to row alone?](#)

Crew boats of mixed households

The risk of transmission of the virus is increased in a crew boat vs. a single scull, however, the normal distance between two rowers in a crew is over 1m and by following the below guidelines the risk of transmission is reduced.

Clubs should recognise that some members may not feel comfortable returning to crew boats and any crew boat rowing should be subject to all individuals understanding the risk and agreeing to follow the procedures below.

Crew & equipment selection

- Clubs may wish to keep the same crew rowing together wherever possible to minimise the number of different close interactions rowers will have with each other.
- Whilst not always possible, clubs may wish to assign particular boats/equipment to particular groups or sets of groups.
- Records of all crews should be kept by the club for at least 21 days to assist with NHS Test and Trace if required.

Pre-outing

- When retrieving the boat from your boat storage, the minimum number of people required to safely lift the boat should be used.
- Rowers may wish to wear a face covering during the launching process and during any briefings.
- Before launching the boat, rowers should clean down their area of the boat and oars and after cleaning the boat, rowers should wash their hands.

During the outing

- Crews may wish to maintain the maximum distance between rowers at all times including:
 - Rowing full crew at all times to avoid someone rowing towards another rower sat at backstops
 - Take a slow approach back into crew rowing, easing people back up to pace to avoid a rower falling out of sync with the rest of the crew.
- Rowers may wish to avoid shouting to reduce the risk of droplet transmission.
- Whilst the use of a face covering during the outing itself is a personal choice, we would advise rowers to consider the risk of a mask getting wet through breath, sweat or splashes, restricting breathing and equally becoming less effective as protection against viral transmission when wet.

After the outing

- Rowers may wish to wear a face covering during the de-boating process including debriefs.
- Rowers should clean down their own area of the boat before returning it to the boat store.
- Rowers should wash their hands.

Fixed seat rowing

Fixed seat rowers should follow the same principles set out in this return to rowing document. As with all clubs, the advice should be used to form an appropriate risk assessment for the local environment the club operates in.

Particular considerations for fixed seat boats are:

- When in the boat, individuals may wish to maintain the maximum distance possible and avoid face-to-face contact as much as possible e.g. avoid turning to speak to a crew member or stopping for prolonged periods.

Beginners

When coaching beginners, it may not always be possible to follow the advice (above) that a whole crew should row together at all times. In these instances, you may wish to put alternative mitigations in place to help keep COVID-Secure. For example, you may ask rowers to wear a face covering when they are not actually rowing (e.g. they are sitting the boat) and to place this in a ziplock bag or similar when rowing to avoid it getting dirty or wet.

Coxing

Coxes are often in closer proximity to the stroke of the crew and also in stern-loaders are sat face to face. For that reason, there is an increased risk of transmission between a cox and rower.

Coxes may wish to wear appropriate personal protective equipment (PPE):

- As with rowers, coxes may wish to wear a face covering during the launching process.
- In a stern loader - coxes may wish to wear both a face covering and eye protection - this eye protection could be goggles, sunglasses or a face visor (a visor protects both eyes and additionally keeps the face covering dry).
- In a bow loader - coxes may wish to wear a face covering.

Coxing equipment (e.g. cox boxes) should be used to avoid the need for shouting but equipment (including lifejackets) should not be shared between different coxes wherever possible. Where it is unavoidable to share equipment, the cox boxes should be cleaned between uses and a record of what equipment has been shared between who should be kept.

- Coxes must sanitise their hands before touching cox boxes, life jackets or boats and again when these are put away.
- The microphone of the cox box headset must be worn outside of the cox's face covering (if worn)
- Cox seat, steering wires, cox box and headset should be wiped before and after each outing.

Before the first session, coaches are required to discuss safety plans with each cox and stroke pairing and emphasise that these guidelines are put in place to help them keep each other safe. They need to agree that if the cox or the stroke feel it is unsafe at any point, they will be supported by the coach and any necessary changes made as quickly as possible.

Clubs should keep the same crew rowing together wherever possible to minimise the number of different close interactions rowers will have with each other, therefore coxes should, wherever possible, only cox the same crew. Where this is unavoidable, clubs may wish to limit coxes to coxing one crew per day.

Launches

Both safety launches and coaching launches should be equipped with appropriate personal protective equipment (PPE). This should include face covering, apron and gloves for those in the launch and spare face covering for anyone that might need to be rescued. As a safety launch's primary purpose is to provide rescue cover, those in the launch must have access to an apron, face covering and gloves at all times to ensure they are ready to respond quickly if required.

The driver and crew may wish to attempt to keep as much distance as possible, for example, the crew could sit in the bow of the boat with the driver sat at the console and wear face coverings.

Clubs should consider if launches can be safely put afloat and retrieved whilst maintaining social distancing. You may want to consider marking particular points on a launch for people to handle boats when launching them to help them maintain distance.

COVID-Secure indoor training activity

The following guidance contains specific advice for operating your indoor training activity.

You may wish to refer to the Government guidance for grassroots sport and also advice from CIMSPA.

 [Working safely during coronavirus \(COVID-19\): Providers of grassroots sport and gym/leisure facilities](#)

 [CIMSPA: COVID-19 support hub](#)

Further specific advice for school indoor rowing programmes is available in a later section of this guidance.

Current specific limitations

Step 4 (from 19 July)
Rowing Level 2
Indoor training allowed subject to COVID-Secure protocols

Whilst facilities are open, you should still continue to operate them in a COVID-Secure way as set out below. Depending on your club environment, this could include:

- Ensuring adequate ventilation is available;
- Setting appropriate capacities;
- Cleaning protocols are in place; and,
- Policies for face covering are set out.

General Considerations

Setting up COVID-Secure indoor training facilities

Please see the section on facilities for guidance on setting up your indoor training facilities.

Go Row Indoor Clubs/Indoor Rowing programmes

Clubs delivering Go Rowing Indoor programmes or similar indoor rowing 'crew classes' should follow the guidance for gyms in relation to equipment and consider what is the appropriate number of participants in any given class given the space required (there are specific requirements about the general space available per person on site as well as the spacing for equipment).

 [Working safely during coronavirus \(COVID-19\): Providers of grassroots sport and gym/leisure facilities](#)

Alternative training

When indoor training is restricted or where on-water activity is not currently possible or extremely limited, clubs may wish to consider the option of some form of small-group land training (i.e. bodyweight circuits). This may be possible in a club car park or green space/park close to the club. This could provide a great opportunity to rebuild the social connection between members and the club. There is much that can be achieved in an open air body weight session around good athletic movement patterns, stretching,

core and trunk work, squatting technique, upper body work as well as a bit of running. This will also provide the coach the opportunity to do some live coaching again to ensure good technique is maintained while exercising. A few factors to consider are:

- You will need to carefully consider the specific social distancing and group size rules from the Government but you may be able to run a series of 30 min sessions for a small group of rowers whilst maintaining social distancing or two coaches may be able to support two separate groups of rowers.
- If your members have relevant pieces of equipment at home, for example resistance bands, they could bring that piece of equipment to the land training activity for their personal use (not to be shared). This avoids the club needing to provide any equipment.
- For these sessions, rowers should arrive changed ready for the session with a full water bottle.
- Ensure your club has carried out an appropriate risk assessment, including accessing and using toilet facilities for your members if this deemed necessary.

COVID-Secure competition

The following sections set out our advice in relation to competitions and had been developed to enable competition organisers to consider how rowing competitions can be adapted to be COVID-Secure.

The advice considers internal club competitions, local interclub competitions (e.g., private matches) and traditional heads and regattas. This competition guidance should be read in conjunction with the [normal advice on running events available from British Rowing](#), the wider coronavirus advice contained in this document and the [British Rowing Rules of Racing](#).

Current specific limitations

Step 4 (from 19 July)
Rowing Level 2
Competition allowed subject to COVID-Secure protocols

Indoor facilities usage

Whilst facilities are open, you should still continue to operate them in a COVID-Secure way as set out below. Depending on your environment, this could include:

- Ensuring adequate ventilation is available;
- Setting appropriate capacities;
- Cleaning protocols are in place; and,
- Policies for face covering are set out.

There are no restrictions on which indoor facilities you do open, however, you may wish to choose to close or limit certain facilities during competition (for example, closing changing rooms and asking competitors to arrive in kit where possible) to reduce the risk of COVID-19 transmission.

Competitions: General Advice

Organising your Competition

In order to demonstrate a competition has put in place appropriate controls and mitigations to be COVID-Secure, competitions should submit their plans related to COVID-19 along with the self-declaration form below (British Rowing Competition: COVID-Secure Self-Declaration) to their Regional Rowing Safety Advisor (RRSA) with their usual safety documentation.

The RRSA will comment upon the standard safety documentation and acknowledge receipt of the COVID-Secure documentation. If appropriate they will provide feedback on this.

Once any feedback has been received, competitions should publish their COVID-Secure plans and the self declaration on their website.

A COVID-Secure checklist is provided below as a useful aid to competitions preparing and double-checking their plans for their competition to be COVID-Secure.

 [British Rowing: Competition COVID-Secure Self-Declaration Form](#)

 [Competition COVID-Secure Checklist](#)

 [List of Regional Rowing Safety Advisors](#)

Liaising with local authorities and organisations

A critical part of organising a competition in the current environment is liaising with local organisations and particularly the local authority. The DCMS has published guidance around events for local authorities which might be useful in discussions.

 [GOV.UK: Coronavirus \(COVID-19\): Organised events guidance for local authorities](#)

Organising Committee meetings

Competitions will need to consider coronavirus restrictions, including group sizes, when planning Organising Committee meetings. If holding meetings in person, appropriate measures equivalent to those for a workplace will need to be in place. In practical terms, Organising Committees may find it easier to conduct their meetings using online tools.

Rescheduling & new competitions

We are open to Affiliated Competitions looking to reschedule and have put in place a streamlined process to allow for date changes during the 2021 season. Please follow the link below if you would like to request a date change.

Please note - date changes will only be permitted on the basis of COVID-19 restrictions.

 [Date change request form](#)

We are also encouraging clubs/organising committees to consider running new affiliated competitions to fill gaps in the calendar and market. British Rowing has developed a streamlined process to help ensure there is greater agility in introducing new competitions in the 2021 season. For more information and details of how to apply to run these competitions please see the link below.

 [Apply for a new Affiliated Competition in 2021](#)

Ranking Points

The last year has been completely unprecedented and so, inevitably, some people's relative racing ability may have changed during this time. This means initially some people's Ranking Points will not reflect their current ability, however, your points will have automatically reduced during this period and competitions have flexibility to divide up entries in different ways. SAS Ranking Points will be awarded at all competitions so, as we progress through the season, this will naturally rebalance your points to the correct level.

Lateral Flow Testing

The Government is now providing free lateral flow COVID-19 tests designed to test those with no symptoms which provide a result in 30 minutes. Whilst we are not advising that clubs or competitions make the use of these tests mandatory, it may be useful to highlight their availability to competitors, support teams and volunteers.

 [Order coronavirus \(COVID-19\) rapid lateral flow tests](#)

General advice to Competition Organisers

When organising a competition, you need to consider the principles as set out in the Government's advice for grassroots sport. To help manage your COVID-19 measures, you should appoint a COVID-19 Officer. As a competition you should consider:

- Communications and guidance - ensure you are communicating any specific plans you have for COVID-19 effectively to your attendees (volunteers, spectators, coaches and competitors). Attendees should be reminded that they should self-assess for COVID-19 symptoms and not attend if they consider they may have COVID-19.
- NHS Test and Trace - there is no longer a requirement to collect Test and Trace information, however, it is still advised to display an NHS QR Code and where you do display this, you will need to provide an alternative means of data capture for those without the app.

- Pre-participation safety measures - as well as self-assessing for COVID-19 symptoms, you may wish to ask attendees to take a lateral flow test before coming to the competition. This might be particularly useful where volunteers may be asked to spend long time periods in relatively confined space such as timing huts.
- Hygiene - you should continue to encourage good hygiene practice at the event, this may include ensuring you have adequate facilities or plans in place for regular hand cleaning.
- Face coverings - whilst no longer required by law, face coverings should be used in crowded and enclosed settings where you are coming into contact with people you wouldn't normally meet. You may wish to consider this for particular areas such as registration huts, timing huts etc.
- Medical provision - your medical and first aid providers will likely have COVID-19 mitigation measures in place, you should ensure these are communicated as appropriate.
- Facility usage - where using facilities that are not your own, you should liaise with the owner/operator when drawing up your plans. You may wish to reduce facility usage (e.g. changing rooms and showers) to reduce the risk of transmission. As always you should liaise with Local Authorities, the Police and/or your local Safety Advisory Group.

Control of site areas

Many rowing competitions take place on a mixture of public and privately owned land, often with public rights of way crossing the private land. It may, therefore, be difficult to put measures in place to control all personnel in the vicinity of a rowing competition. Where land not owned by the competition is used for competition purposes you may wish to seek advice and agreement of the landowner as to any measures you feel appropriate to put in place.

To aid your policy, risk assessment and decision making, it may be helpful to look at different areas and categorise them differently. This should enable you to assess the mitigations and controls required by the competition in each area. Your competition plans should outline which areas fall into which categories to demonstrate you have properly considered all the issues.

Areas may be considered as:

Competition Zone	<p>This could be an area that is used for parking, rigging, competitor and supporter/coaches. An area that you directly control and use specifically for running the event, it could be the host club or regatta field/meadow.</p> <p>For this area you should devise and operate appropriate COVID procedures including social distancing, personal protection and maintaining information to support test and trace efforts.</p>
Public Zone	<p>These are areas that you do not control nor have any powers over. For instance, a riverside park or the public towpath, for which you would not normally provide safety or medical cover for. You have no powers to control people using a public right of way such as a towpath.</p> <p>If people legitimately attending your event (competitors, coaches, supporters) decide to leave a competition zone and congregate in a public zone, they are responsible for their actions, not you - just as if they were walking away from the waterway into the local town.</p>
Private Land	<p>This could be property that may adjoin your racing course or provide a viewpoint over it, but is solely controlled by a landowner with no interest in, or connection to, your competition. No competitors, spectators (if any) or members of the public would be expected to have access to it, and you have no control over it. It is not your responsibility.</p>
Incidental Zone	<p>These may be areas that experience additional use solely as a result of your competition, but which you do not directly control. For instance, other clubs along the reach that host visiting crews. You should ensure that appropriate COVID mitigations are in place. Responsibility for the risk assessment and management of COVID mitigations remain with the operator of the area (e.g. landowner and/or the club).</p>

COVID-Secure indoor rowing activity in schools

This guidance aims to support schools looking to return to delivering indoor rowing activity either through physical education plans, healthy lifestyle lessons, extra curricular offers or indoor rowing competitions. The information in this section should be used as guidance to form a risk assessment that can aid indoor rowing sessions to be delivered safely at your school venue.

The principles and advice provided in previous sections for the wider sport

 [Schools COVID-19 operational guidance](#)

Equipment Spacing

- Review ventilation and airflow - does the room have a suitable extraction system? If not, can windows be opened or air conditioning equipment used in the short term to ensure that the room is well-ventilated to reduce the risk of any spread of the virus. More information on ventilation can be found in the [advice for clubs section](#).

Equipment Hygiene

- Ensure sufficient hand cleanser and disposable wipes are available to wipe down equipment/clean hands before and after use.
- Pay particular attention to common touch points on the machine (e.g. handles, seats, footstraps & monitors) when cleaning and handling machines.
- Further information and guidance on indoor rowing machine equipment and gym setup can also be found in [the clubs section of this document](#).

Indoor Rowing Events

- If running local events or setting up multi-machine race venues for internet racing - consider increasing standard machine spacing from 1 to 2 meters using the front feet of machines. This will require cables of between 5 to 7 meters long and you will need to allow extra length for taping cables to the floor to avoid trip hazards.
- Consider using outside space for machines, and longer cables could be used to keep IT equipment indoors depending on monitor types in use.
- For smaller local events consider using the built in monitor options for local racing (using wires for this will allow for greater machine spacing).
- If needed, consider sharing competitor details electronically rather than by paper copies pre event, and on the day if changes are needed via email.

Coaches delivering activity in schools

Coaches delivering activity should consider the schools risk assessment and processes, discuss this with the school and complete any necessary education required. This may include an induction into the school's wider procedures.

British Rowing staff will conduct their own personal risk assessment using documentation provided by the school.

Advice for Coaching and Training

It is important to approach rowing during this pandemic in a way that is enjoyable for those participating whilst minimising the risk of injury and overtraining if returning back from a break. Advice on how to manage returning to rowing after a break is included in a separate section of this guidance.

General guidance for coaches

Every club will be in a slightly different situation dependent on their equipment, facilities, personnel and other factors. Coaches will need to be agile and adapt their plans for how they develop their session plans during this time. The UK Coaching STEP Model is a helpful model in putting together suitable session plans - elements to think about:

- Space (environment) needed to undertake activity safely
- Task being undertaken and whether it is appropriate for the athlete(s)
- Equipment required to take part in the session
- People who need to be involved in the session

In pulling together any session plans, it's important to closely link the model above to the specific guidelines and risk assessments put in place at the club to return safely to rowing. Clubs in turn should ensure that coaches understand and have signed up to follow their safety plan.

 [Further information from UK Coaching on the STEP model](#)

Coaching at different levels of activity

Coaches should follow the advice set out in this document for indoor and on-water activity as well as applying the current Government limitations on group sizes. Coaches may work with multiple groups back-to-back but clubs should consider how best to minimise exposure (e.g. by wearing a face covering, by limiting the number of sessions run, or the number of groups coached), as part of their risk assessment.

Advice for first aid which is relevant to coaches, particularly in relation to personal protective equipment (PPE) is [available in the clubs section](#).

Dependent on the group size available to you, you should also consider the safeguarding implications in relation to coaching of juniors. Please refer to [the advice on juniors in the club section for more information](#). There may be ways in which members of the same household (e.g. parents, siblings) can assist with activities such as launching boats whilst not compromising social distancing.

Coaching remotely

Whilst there are still limitations on what coaching activity is possible on the water, the following UK Coaching resources may be useful for coaches delivering online coaching and participants wishing to plan their own training.

 [UK Coaching: Coaching People Online](#)

 [UK Coaching: Coaching Yourself](#)

Reopening facilities after a closure

During the pandemic, there may be times when you need to close or reopen some facilities or the whole rowing club. This section of the guidance contains some reminders about what to think about if you are required to close your club facilities and/or reopen particular facilities.

Closing facilities

Secure your boathouse

If we are required to re-enter lockdown it is important to remember to ensure your club facilities are safe and secure. The following forms a checklist of things for securing your boathouse:

- Is the club fully secure with windows closed, doors locked, entry codes changed, all alarms on and flood defences in place?
- Is the access gated locked?
- Have you considered regular checks from nearby club members when they are out for their permitted exercise?
- Have security lights and CCTV cameras been checked to ensure that they are working?
- Has the alarm key holder list been updated with your security provider and the local police?
- Have any fridges and/or water heaters been emptied and turned off?
- Have you turned off the gas?
- If you have a club bar, has the beer and gas been turned off and disconnected
- If you have a club bar, have spirits been removed from the club or locked away out of sight?
- Have all valuables and/or monies been removed?
- Have bar snacks been put in rodent-proof containers or removed from the club?
- Have you emptied all the internal rubbish bins?
- Do you need to put in place rat and mouse traps?
- If equipment is outside, is it secured to the racks properly to stop theft or damage from the weather?
- Is there equipment that is normally left outside, that could be put inside. eg launch engines?
- Are cox boxes, stroke coaches and batteries for lights unplugged, and in a secure place?
- Is the trailer locked up and a wheel clamp on?
- Are petrol tanks being stored in the proper place and vented correctly?
- Are any towing vehicles locked up and the keys in a secure place?
- Are boat hatches open to avoid any build-up of pressure and/or condensation?

Regular checks

Subject to the nature of Government restrictions, it may be possible to get a member of the club to check in the facilities on a regular basis. If possible, it is advisable to run all taps and showers for five minutes each week to mitigate the risk of Legionnaires Disease.

Reopening facilities: general reminders

Taps and showers: reducing risk of Legionnaires' disease

If taps and showers are left unused for a period, there is an increased risk of build of bacteria (including Legionella) in the water system. For this reason, it is important to try and make sure all taps and showers are run at least once a week for five minutes if the facilities are closed (subject to this being allowed under Government restrictions). If this is not possible during an extended period then the water system should be flushed out and cleaned appropriately.

 [British Rowing advice on Legionnaires' disease](#)

Wildlife

Please be mindful of the fact that wildlife (particularly nesting birds) may have moved into areas of your club whilst they are closed. Remember that it is illegal to disturb, move or destroy the nest of a wild bird.

Plans

- Has your club reviewed your risk assessment, safety plans, safety rules and/or emergency response plans to reflect the latest advice from the Government, British Rowing and any other relevant bodies? Bear in mind that waterways may not have been as well maintained as usual during the lockdown period and so there may be additional hazards.
- Have all plans been communicated to members?
- Do you need to consider a staggered return of members to allow you to test new arrangements?
- Are there enough people available to put all processes in place?
- Do outing/training times need to be adjusted to reduce the number of people on the club site?
- Do you have supplies of any required personal protective equipment (PPE)?

Is the club site still safe and secure?

- Are fire appliances still in place and in working order?
- Is the alarm system still operational?
- Are windows and doors still secure?
- Are landing stages, pontoons, slipways and boating areas secure and safe to use?
- Clear away any rubbish and clean/repair before use if necessary
- Has the wildlife taken over? Trees encroaching, grass needing cutting, are birds nesting in boats and/or pontoons.
- Carry out a check of visible pipes and cables for damage before switching utilities back on
- Check the foul water disposal/drains and, if appropriate, septic tank
- Does the club need to review its maintenance policies and procedures?
- Check hot water boilers to ensure correct operation
- Check all appliances are safe and usable
- Check portable water dispensers (follow manufacturer's advice on how to clean these before refilling)
- Does your club need to test your water for Legionnaires' disease?

Facilitating social distancing

- Do you need to implement a booking system (including for shared equipment) to limit the number of people at the club at the same time?
- Do you need to limit the number of people inside the boat bays or other areas of the club site?

- Can you implement a one-way system through any sections of the club that are open?
- Place clear signage to tell people where to go
- Can you close off areas that members shouldn't be accessing (e.g. bars, gyms, balconies) by locking them or by using signage?
- If changing rooms cannot be opened, encourage members to arrive in their rowing kit and change and shower once they get home.
- If your club has multiple pontoons or shares pontoons with other clubs, you may want to consider identifying each individual pontoon and agreeing which groups/club uses each pontoon.

Cleaning/hygiene

- We would recommend that the club thoroughly clean all areas that will be used initially before you open the doors to members.
- Encouraging members to follow good hand hygiene practices at all times
- Place hand cleaner at all entrances/exits
- Put in place a regular cleaning plan, particularly any common contact touch points (e.g. padlocks and door handles) and provide spray bottles of simple bleach and water solution 1 part bleach to 50 parts water with paper towel to wipe down the surfaces.
- Agree appropriate protocols and products for cleaning any shared equipment before and after usage:
 - provide paper towels for drying boats and blade handles;
 - ask members to bring their own household washing up gloves
 - use a simple water and bleach solution for common contact area's shoe's seat and gates)
- Promote the cleaning arrangements that will be undertaken by the club before reopening and the cleaning regime that will be adopted once the club is opened. Individual responsibilities of members should be made clear to assist the process. You may want to place posters as reminders around the club.
- Clubs are recommended to increase the frequency of cleaning appropriate with the usage of the club and to ensure that the club provides the certainty required by members.
- Check with your landlord if they require or have introduced any additional requirements for cleaning/occupation.
- What cleaning materials does the club have, and do you need to stock up?
 - Does the club have enough paper towels and soap/hand sanitiser?
 - Ensure you have the right cleaning solutions (diluted bleach solution etc.)
 - Do you have the required equipment (buckets, sponges, mops etc.)?
 - Does the club have a stock of household washing up gloves in case required?
- Consider whether a regime of "deep cleaning" (possibly employing external contractors) is required. (If you are thinking of hiring an external contractor, we suggest you book them as soon as you have decided to reopen following government advice on the date as there is likely to be high demand).
- If you lease premises, check with your landlord if they require or have introduced any additional requirements for cleaning/occupation.
- Regularly review cleaning plans for all areas of the club to ensure they remain appropriate and are being followed to correct standards.
- Review current arrangements for rubbish disposal - do you need to increase frequency/increase number of bins/more frequent arrangements to empty?

Boathouse/boat bays

- Remove and dispose of any rubbish before opening

- If possible, remove boats and clean floors and walls with appropriate products
- Wash boats, inside, outside and gates before returning to the boathouse
- Wash blades and scull handles before and after use
- Do you need to increase boat cleaning and allow enough time before and after an outing to clean equipment properly?
- Ensure a ready supply of cleaning materials to facilitate the clubs cleaning plans, so that members cannot claim that they could clean because there were no materials
- Secure or remove any club equipment which is not to be used

Equipment & boats

- All equipment should be checked before going afloat (see RowSafe chapter 7 for how to check equipment). Remember to check:
 - Boats
 - Blades
 - Launches
 - Launch safety equipment
 - Safety aids
 - Transport vehicles (are they roadworthy, is the MOT up to date and are they taxed and insured?)
 - Trailers (are they roadworthy or do they need a service?)
 - Launch trailers - do they need a service



[RowSafe Chapter 7 - Equipment](#)

- Owners of private boats should also be reminded to check their equipment
- Additional checks may also be needed for boats reliant on buoyancy bags - ensure you check inflation bags
- Review usage and consider alternative arrangements for cleaning boats and blades after each outing
- When wiping down/drying boats after outings use disposable paper towels (private owners can use towels and take them home for washing)
- Ensure hatch covers, seats, riggers, saxboards and blade handles are all cleaned appropriately
- Don't forget to check that your boat licenses are still valid
- Check any fuel left in tanks during closure for water contamination
- If the club has a defibrillator - is it working, and the pads are in date?

Car parking

- Consider the spacing within the car park, can the club mark out alternate spaces for use to aid social distancing?
- Open up any overflow or additional parking provision the club might have available.
- If possible, provide a one-way route from car park to and from the boathouse
- Provide clear signage in the car park to direct members and outline any changes in arrangements before they access any facilities.

Changing rooms, showers and toilets

- Remove and dispose of all old kit and rubbish
- Clean all surfaces with appropriate products

- Wash floors with appropriate products
- Clean and disinfect toilets.
- Remove shower heads, disinfect and descale
- Clean shower walls and floors with appropriate products
- Run hot water through the system - make sure you've been following our advice to [reduce risk of Legionnaires disease](#)
- Empty all bins including hygiene bins and disinfect
- Ensure there is enough soap in dispensers and there is enough to replenish for more frequent use.
- Ensure there are sufficient paper towels and that the hand dryer is working properly.
- The club may need to consider arrangements to disinfect/bleach door handles and other areas commonly touched by rowers
- You will need to consider any changes (such as limits to the number of people using changing facilities at one time) to conform with social distancing advice.

Gyms and indoor training facilities

- Remove and dispose of any rubbish
- Clean all weights and bars
- Disinfect any static machines
- Wash floors, walls and shelves
- Clean mats
- Consider reconfiguration of indoor gym and weight equipment to allow for social distancing:
 - This may mean that there is less capacity and you will need to adjust training times and limit the number of people in the area.
 - Remove and store any gym equipment to allow this to happen
- Review ventilation and airflow - does the room have a suitable extraction system? If not, can windows be opened or air conditioning equipment used in the short term to ensure that room is well-ventilated to reduce the risk of any spread of the virus
- Ensure sufficient hand cleanser and disposable wipes are available to wipe down equipment/clean hands before and after use
- Bring in new cleaning protocols such as cleaning before and after use. Provide the necessary materials (and means of disposal) to facilitate this
- Consider servicing your rowing machines, especially if they have been lying idle. Clean and check any machines that are being returned from home use (or ask those who borrowed them to do this). Follow manufacturer's advice on cleaning and maintenance:

 Concept2- [General advice](#) and [flywheel cleaning](#)

 [WaterRower](#)

 [Rowperfect RP3](#)

Bars

- Thoroughly clean all lines to beers and soft drinks. (follow suppliers' advice on how and what products to use)
- Clean drip trays, ice buckets and tongs
- Empty cupboards and fridges and clean with appropriate products.
- Check "use by" and "best before dates" on all products, beer, soft drinks and snacks and throw out if necessary.
- Wipe down bottles / Cans before replacing them in fridges or on shelves
- Clean glass washer before washing glasses (follow manufacturer's guide for your product)
- Clean shelves with appropriate products before replacing the glass.
- Clean all optics
- Wash floors with appropriate products
- Disinfect ice maker (follow manufacturer's guide for your product)
- Remove and wash/replace bar towels or drip mats
- Consider how your bar will operate with any social distancing advice - this may involve:
 - Marking out areas for people to stand when ordering at the bar
 - Rearranging or removing furniture to allow for social distancing
 - Implementing a one way system with appropriate spacing for queuing
- With a large degree of uncertainty at this stage, clubs may wish to consider not holding any draught beer or lager stock. For the short-term, consideration should be given to serving bottled beers as this has a longer shelf life and can also be sold off quickly in the event of further lockdowns
- Stock may also be difficult to order given shortages in wider supply chains. You may initially need to acquire stocks from supermarkets or cash and carry warehouses.

Kitchens/food preparation areas

- Clubs may wish to consider limiting the level of catering on offer
- Empty all the cupboards and clean the shelves and doors with appropriate product
- Throw out any out of date food
- Wipe down tins, packets and jars before putting back in cupboards
- Run the dishwasher several times on the hot wash, then using the manufactures recommend cleaning product run it again before being used
- Wash all cutlery, crockery and kitchen utensils before being used again
- Wash down all work surfaces and sinks with appropriate products
- Move appliances and clean behind
- Wash floors
- Make sure there are sufficient products to clean the kitchen area after every use
- Are your arrangements for crockery washing adequate - should a short-term switch to disposable items be considered?
- Should you consider asking members to bring their own mugs and other crockery to use for the time being?
- If the club provides a regular menu, it is recommended that the menu is reviewed to ensure that sufficient stock is available
- Have plans in place for disposal of any stock should lockdown be reintroduced
- Ensure your facilities comply with the latest hygiene requirements of the local authority as well as checking any certification has not expired

Returning to training after a break

Building up to training

The precise route back to normal club training and activity will be dependent on the exact nature of Government guidance and the club's specific environment. The plans and timelines may also vary between the different sections of the club e.g., juniors, performance, masters, recreational groups. Which boats are available for training will depend on the future detail of Government social distancing requirements.

It is important that rowers are given the opportunity for their bodies to get used to rowing training again to avoid injury. Competition should not be a priority immediately but instead you should concentrate on ensuring that a club retains its members and that they enjoy the sport by just being active on the water and having fun rowing. Clubs will need to take a period of time to stabilise the club, assess how they have come through this pandemic process, before moving on. This is particularly the case for clubs and programmes that are more competition- or performance-orientated - major competition opportunities are a while off. Bear in mind that some coaches and/or committee members may not be in a position to return or may not be able to commit the same time to the club.

Remember you will need to move through steps back to external competition - participation and activity comes before performance training and external competition.



As you return to training please consider the following:

- Make it fun first, participation and activity ahead of performance training.
- Keep the intensity down for now.
- Skills will have been lost and will take time to come back up to a level. Water sessions should be short to start with to ensure skills and technique are brought back up to a good level before worrying about long mileage. Go rowing and enjoy the freedom of propelling a boat on the water. There is perhaps a real opportunity to sort out some of those technical changes, while rowers have forgotten their bad habits!
- Remember that this season's J14s and beginners will have missed a considerable amount, so don't overestimate their competence, skills and safety levels when they re-start in the sport.
- Juniors may have had significant 'growth spurts' and their accompanying strength and stability levels may not have caught up yet. These rowers are at risk of injury, so make sure you adapt the programme. They won't be the same athlete when you next see them!
- Many rowers are continuing their own personal training during the club closures, so they may be more athletic at the end of this, which is a positive. However, much of their training may have been one dimensional (ergo, bike, run) and may not have included body rotational aspects. Alongside this, their trunk and core strength may be poor and they may not be able to hold good safe body positions, increasing their risk of injury. Again, a reason to keep sessions short.
- Keep in regular contact with your rowers to ensure they are being sensible and aren't trying to do too much away from the club, be mindful of safeguarding guidelines if coaching juniors.
- When returning to the gym for training, be mindful of the potential lack of recent conditioning training and, therefore, the rower's robustness to tolerate load.
- Consider creating internal club competition opportunities, with small group challenges as this will help drive training, even if these competition opportunities are in their home environments.

- Remember we are predominantly a team sport and the club/team/squad dynamics may need developing again. This may be the element of the sport many are currently missing.
- Stick to the current seasonal timetable otherwise the 2020-21 season may be very drawn out. You may wish to train through to mid-July and then take a break in August (active recovery break with optional training rather than programmed training) and then look to restart back in September.
- Be prepared for the unexpected and another potential lockdown. Have contingency plans available and ready.

Avoiding Injuries

It is important to be conscious that rowers may not have been training and their bodies may have adapted to different movement patterns. It is important to consider the potential injury risks, ways to prevent and treat these injuries. Please note some preventative measures may not be available in the initial phases of a return to rowing.

Problem	Likely cause	What to do to prevent	What to do to treat
Lower back pain	Reduced core strength and control and poor technique on water	Do not overload on return to water Core and glute Pilates 2-3 /week whilst land training	Reduce load Improve core strength and control Gradually reintroduce water work
Upper back and shoulder pain	Overuse, poor technique or upper body tension	Do not overload on return to water Ensure technique is optimal Global body and shoulder work whilst land training	Reduce load If symptoms don't settle seek advice from physio/doctor to see what might be wrong
Rib pain	Overload	Do not overload on return to water. Maintain and improve the posture and global strength of the upper body.	If you develop rib pain, tell your coach as soon as possible. Under advice you may need to stop rowing completely or significantly reduce your load.
Tight calves	Sudden change in activity on return to the boat	Calf strengthening Calf stretching; bent knee and straight knee calf stretches https://www.verywellfit.com/calf-pull-stretching-exercises-3120313	Calf strengthening Calf stretching; bent knee and straight knee calf stretches https://www.verywellfit.com/calf-pull-stretching-exercises-3120313
Wrist pain	Tendon and tendon sheath irritation with repetitive movement	Gradually reintroduce water work at end of land training	Rest Ice Anti-inflammatories Gradually reintroduce water work
Forearm pain	Friction between tendons on forearm due to feathering and squaring	Gradually reintroduce water work at end of land training	Rest Ice Anti-inflammatories Gradually reintroduce water work

Blisters	Repeated rowing when have not been rowing for months		Keep clean to avoid infection
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Recruitment and retention of members

As a sport, we will have to make a big effort to look after our members, particularly those in transition stages of their lives (e.g. leaving school) to retain as many people in rowing as possible. There may also be opportunities for clubs to grow their membership from the following groups - for example:

- Final year university students, looking for work or another degree at another institution
- Final year school leavers, who are looking to start university or take a gap year or start work
- From September 2020, university students who are attending university remotely but wishing to continue to row

There is perhaps a significant role for our community clubs to play in supporting these groups of our sport and an opportunity for our clubs to create relationships and connections with university programmes.

Coaches and clubs will need to think carefully about how we keep those who have just started in the sport engaged. These individuals have probably not had the chance to fully experience how great rowing can be or the fun and excitement of regattas. Keeping contact with these people will be critical to retaining them and making sure they feel cared for and have the opportunity to feel part of the team. Those falling into this category may include:

- The 2019-20 J14s and J13s many of whom may have hardly been on the water because of the floods
- The 2019-20 beginners/novices particularly at universities, where a huge number take up the sport for the very first time
- The new recreational members that could be the future committee members, umpires, club volunteers etc

When we reach later phases, clubs may want to start to consider when and how they might recruit new members and teach them to row. It is likely that some form of social distancing will remain in force for a significant period of time so clubs will need to think about how to adapt their plans for beginners for the new environment.

Retention during this time will be critical to the long-term health of rowing and clubs so it's important to start your long term planning as early as possible.

Club Governance

Please note the following section should not be considered as legal advice and clubs should consult an appropriate legal professional should they need further advice in this area.

Annual General Meetings

Clubs may now be approaching the time of year that they normally hold their club AGMs and may wish to adjust their usual arrangements to minimise the risk around coronavirus (COVID-19). Some clubs may already have appropriate provisions contained in their constitutions to allow the flexibility required, however, the Government has also passed the Corporate Insolvency and Governance Act to help companies and charities during the 'relevant period' from 26 March to 30 September 2021.

 [Corporate Insolvency and Governance Act 2020](#)

The act provides a number of elements of flexibility for clubs during the 'relevant period' summarised below:

- General meetings don't need to be held in a particular location and may be held by electronic or other means.
- Voting may be cast by electronic or other means.
- Participants in the meeting do not need to be together in the same place.
- The rights of members to attend in person, participate or vote by particular means do not apply.
- If an organisation is required to hold an AGM on a certain date within the 'relevant period', they may hold this at any time up until 30 September 2021.

This means if you are a limited company or a charity, you can hold your AGM electronically, as long as it's before 30 September 2021. After 30 September 2021 you revert to the provisions in your governing documents.

 [Sport England advice on running virtual meetings effectively](#)

Supporting members, coaches & volunteers

Supporting coaches

Coaches play a significant role in our rowing clubs whether they be community, university or school clubs. Coaches may be volunteers or paid professional staff but they provide a vital link between the club and rowers. Rowing is predominantly a team sport and this is the element which is missing for many rowers and clubs during lockdown. The coach can provide that connection between the club and rowers before normal club activity can return. Remote coaching is becoming part of the new 'normal' but how is your club supporting your coaches during these challenging times? Who will provide that support and would your coaches benefit from some personal mentoring. Please bear in mind that coaches' circumstances may have changed during the lockdown and they may not be able to continue to commit the same amount of time as before.

Coach development & education opportunities

During this time, there may be opportunities for coaches to explore continuous professional development (CPD) opportunities to ensure they continue to develop. Even if you are a professional coach who has been furloughed this is something you can still be doing whilst not able to work. You may want to consider:

- Looking at some of the online workshops or courses still being delivered.
- Following the British Rowing Lockdown webinar series.
- Are there podcasts you could be listening to?
- Are there articles or books you could be reading?
- Have you checked out the various resources available via British Rowing and UK Coaching?
- How can you stay connected through this period?

UK Coaching has a number of excellent resources available on their website:

 [UK Coaching](#)

You should use the opportunity to experiment and try new approaches to coaching athletes as we move through the phases towards a return to rowing. Keeping a coaching diary can be a good way to help reflect on what has worked well and where there may be gaps for you to work on. It may also be helpful should we have to move back towards a lockdown in reminding you what worked well at each phase.

There are several online courses/workshops available:

 [British Rowing/UKAD Clean Sport Workshop](#)

 [British Rowing Safety Basics – Understanding Risk Management](#)

 [UK Coaching: Safeguarding and protecting children](#)

 [UK Coaching: Mental health awareness](#)

 [UK Coaching: Inclusion workshop](#)

You may want to also consider brushing up on your knowledge around equity and well-being:

 [UK Coaching: Equity in your coaching](#)

 [UK Coaching: Improve coach well-being](#)

Throughout this period make sure you stay connected - this could be with other coaches or your wider support network. Ask questions and seek out good practice from others both in rowing and outside. Share your ideas wherever you can - we can all help each other so please be generous in sharing what you have learnt as it will be invaluable to others. Make sure you and others you know have proper support - and don't be afraid to ask for it or offer it!

Appendix One: Useful Links

British Rowing

<https://www.britishrowing.org/coronavirus>

<https://www.britishrowing.org/knowledge/british-rowing-clubhub/british-rowing-clubhub-guides/safety-in-club-premises/>

UK Government

<https://www.gov.uk/coronavirus>

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation>

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-public-on-mental-health-and-wellbeing>

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19>

<https://www.food.gov.uk/business-guidance/reopening-and-adapting-your-food-business-during-covid-19>

Small Business Grant Fund

<https://www.gov.uk/government/collections/financial-support-for-businesses-during-coronavirus-covid-19>

Business rates holiday for retail, hospitality and leisure businesses

<https://www.gov.uk/guidance/check-if-your-retail-hospitality-or-leisure-business-is-eligible-for-business-rates-relief-due-to-coronavirus-covid-19>

Temporary changes to VAT payments to help manage cash flow

<https://www.gov.uk/guidance/deferral-of-vat-payments-due-to-coronavirus-covid-19>

Guidance for Small Business Grants Fund (SBGF) and Retail, Hospitality and Leisure Grant Fund (RHLCF)

<https://www.gov.uk/government/publications/coronavirus-covid-19-business-support-grant-funding-guidance-for-businesses>

Business Interruption Loan Scheme (CBILS)

<https://www.gov.uk/guidance/apply-for-the-coronavirus-business-interruption-loan-scheme>

Bounce Back Loan Scheme (BBL)

<https://www.gov.uk/guidance/apply-for-a-coronavirus-bounce-back-loan>

Other additional resources that may be useful to anyone paying staff

<https://www.gov.uk/guidance/coronavirus-support-for-business-from-outside-government>

Sport England for funding

<https://www.sportengland.org/how-we-can-help/our-funds/community-emergency-fund>

Club Matters (Club Governance advice)

<https://www.sportenglandclubmatters.com/>

UK Coaching

<https://www.ukcoaching.org/courses>

Legionnaires Disease

<https://www.hse.gov.uk/pubns/priced/hsg274part2.pdf>

Chartered Institute for the Management of Sports & Physical activity (CIMSPA)

<https://www.cimspa.co.uk/library-and-guidance/coronavirus---cimspa-briefings/sport-and-physical-activity-sector-facility-reopening-guidance>

Appendix Two: Example Club Risk Assessment

 [Download as Excel Spreadsheet](#)

No.	Hazard	Reduce probably of a hazard causing a hazardous event		Hazardous event	Reduce the severity of harm		Harm	Severity	Probability	Level of Risk
		Barriers	Action to maintain barriers		Controls	Action to maintain controls				
Travel to the Club										
1	exposure to COVID-19 by public transport or in a car with someone from a different household	other people wear a mask or face covering	general advice to the public	rower or coach becomes infected with COVID-19	rower or coach recovers without hospital treatment	(rower self isolates at home)	minor illness	3	D	Substantial
2		everyone maintains social distancing			treatment by NHS	NHS does not become overwhelmed with cases	severe illness	4	C	Substantial
3		people with symptoms self-isolate					lifechanging illness or death	5	B	Substantial
4	exposure to COVID-19 in private a car when travelling to or from the club	ensure that cars contain members of one household only	Club advice to rowers and coaches, and new club rules	rower or coach becomes infected with COVID-19	rower or coach recovers without hospital treatment	(rower self isolates at home)	minor illness	3	A	Low
5						NHS does not become overwhelmed with cases	severe illness	4	A	Low
6							lifechanging illness or death	5	A	Moderate
7	exposure to COVID-19 when walking or cycling to the club	other people wear a mask or face covering	general advice to the public	rower or coach becomes infected with COVID-19	rower or coach recovers without hospital treatment	(rower self isolates at home)	minor illness	3	A	Low
8		everyone maintains social distancing			treatment by NHS	NHS does not become overwhelmed with cases	severe illness	4	A	Low
9		people with symptoms self-isolate					lifechanging illness or death	5	A	Moderate
10	exposure to COVID-19 when using the club changing facilities	close the changing facilities so that they cannot be used	Club advice to rowers and coaches, and new club rules	rower or coach becomes infected with COVID-19	rower or coach recovers without hospital treatment	(rower self isolates at home)	minor illness	3	A	Low
11		advise rowers to travel to the club wearing the kit that				NHS does not become	severe illness	4	A	Low
12							lifechanging illness or death	5	A	Moderate

		they intend to row in and to travel home to shower and change				overwhelmed with cases				
Accessing equipment in the Boathouse and returning the equipment after use										
13	person shedding virus has been in the boathouse within the last three days	Ensure that everyone who has been exposed does not visit the boathouse	Club advice to rowers and coaches, and new club rules. Provide the equipment needed. (Disinfectant can be consist of a dilute solution of bleach in water.) Display the hand washing poster.	rower or coach becomes infected with COVID-19	rower or coach recovers without hospital treatment	(rower self isolates at home)	minor illness	3	C	Moderate
14		limit the number of people in the boathouse at any one time (no more than 2 people per bay).								
15		at the start and end of each visit disinfect all surfaces (doors, locks, window catches, taps, etc.) that will be touched								
16		ensure that everyone in the boathouse maintains social distancing (>2 metres)								
17		keep the boathouse well ventilated (open all doors and windows in the boathouse, switch on all mechanical ventilation (if any))								
18		Wash hands thoroughly at the start of each outing and before leaving to travel home								
19		prohibit the use of the clubhouse								
	exposure within the clubhouse				treatment by NHS		severe illness	4	B	Moderate
						NHS does not become overwhelmed with cases	lifechanging illness or death	5	A	Moderate

20		Wipe boats and other rowing kit with disinfectant the start and end of each period of use (i.e. before and after each person uses the equipment). Wear protective gloves when using disinfectant.			rower or coach recovers without hospital treatment	(rower self isolates at home)	minor illness	3	C	Moderate
21	contaminated surfaces (boats, etc) within the boathouse	If possible, store the boats that are most likely to be used outside so as to minimise the need for people to enter the boathouse.	Club advice to rowers and coaches, and new club rules	rower or coach becomes infected with COVID-19	treatment by NHS	NHS does not become overwhelmed with cases	severe illness	4	B	Moderate
22							lifechanging illness or death	5	A	Moderate
23							minor illness	3	C	Moderate
24	person who is shielding visits the boathouse	Do not permit a person who is shielding to visit the boathouse	government advice to people who are shielding and new club rules	person who is shielding becomes infected with COVID-19	treatment by NHS	NHS does not become overwhelmed with cases	severe illness	4	B	Moderate
25							lifechanging illness or death	5	A	Moderate
Going afloat or landing										
26		ensure that there are no more than 2 people present			rower or coach recovers without hospital treatment	(rower self isolates at home)	minor illness	3	C	Moderate
27	someone present is shedding the virus or has been in contact with someone else who is	ensure that the minimum separation distance of 2 metres is maintained at all times	Club advice to rowers and coaches, and new club rules. Display the hand washing poster.	rower or coach becomes infected with COVID-19	treatment by NHS	NHS does not become overwhelmed with cases	severe illness	4	B	Moderate
28		frequent thorough hand washing in warm soapy water					lifechanging illness or death	5	A	Moderate
Rowing or Sculling										
29	someone present is shedding the virus or has been in	maintain social distance between boats	Club advice to rowers and	rower or coach becomes infected with COVID-19	rower or coach recovers without hospital treatment	(rower self isolates at home)	minor illness	3	C	Moderate

30	contact with someone else who is	use 1xs, if larger boats are used then ensure that all rowers and cox are from the same household.	coaches, and new club rules			treatment by NHS	NHS does not become overwhelmed with cases	severe illness	4	B	Moderate
31								lifechanging illness or death	5	A	Moderate
Use of the toilets											
32	someone present is shedding the virus or has been in contact with someone else who is	only allow one person in the toilets at any one time	Club advice to rowers and coaches, and new club rules. Provide disinfecting materials and instructions	rower or coach becomes infected with COVID-19	rower or coach recovers without hospital treatment	(rower self isolates at home)	minor illness	3	D	Substantial	
33		Ensure that the toilet windows are opened so that the toilets are well ventilated.			treatment by NHS	NHS does not become overwhelmed with cases	severe illness	4	C	Substantial	
34		person using the toilets disinfects every surface touched or likely to be touched (including the toilet seat) before and after each use					lifechanging illness or death	5	B	Substantial	

Appendix Three: Version History

Version 2

Released 4 June 2020

Section	Change	Page
Following Guidance	New section created	7
Phasing	Phase B coaching advice changed to reflect changes to Government guidance on group sizes	8
Advice for Rowing Clubs	Previous advice for school and university rowing clubs added to document	12
	Advice related to cleaning solutions updated	13
	Reminder about wildlife added to club facilities section	14
Club Facilities – Phase by Phase Checklist	Phase B coaching advice changed to reflect changes to Government guidance on group sizes	20
Advice for Coaching & Training	Phase B coaching section updated to reflect changes to Government guidance on group sizes	26
	Phase B section added to clarify advice related to launches	26

Version 3

Released 12 June 2020

Section	Change	Page
Advice for Rowing Clubs	Clarification that scenarios in the table are purely illustrative examples not advice	11
	Addition of advice for indoor rowing group classes/Go Rowing indoor clubs	14
Advice for Club Activity, Training & Coaching	Section retitled to include club activity	26
	Addition of general guidance to coaches	26
	Additional links to UK Coaching advice	27
	Addition of juniors and land training section	27
	Addition of build up to training section	28
Supporting Coaches	Addition of recruitment and retention of members section	30
	New section	31

Version 4

Released 29 June 2020

Section	Change	Page
Phasing	Phase C notes updated to reflect changes to Government advice	9
	Note about current phase added	10
Advice for Rowing Clubs	General Principles examples updated to avoid implying launches are still not allowed	12
	Section added about other river users	13
	Note about parental consent added to Juniors section	13
	Section added about crew boats	15
	Section added about the need for club plans to be reversible	17
Club Facilities – Phase by Phase Checklist	Phase C summary updated	24
	Note re. changing rooms added	25
	Note re. Gym/ergo rooms added	26
	Note re. Government advice for bars added	26
Advice for Club Activity, Training & Coaching	Note re. Government advice for catering areas added	27
	Title amended to apply advice to Phase B & C	29
	Note re. parents helping added	29
	Launch advice amended	29

Version 4.1

Released 10 July 2020

Section	Change	Page
Phasing	Current phase advice clarified	10
Advice for Rowing Clubs	Crew boats explicitly ruled out until Government approval is given	15

Version 4.2

Released 17 July 2020

Section	Change	Page
Phasing	Current phase advice updated to reflect application to DCMS	10
Advice for Rowing Clubs	Link to Return to Play: mental health guidance added	13
	Communication section updated to add information about sharing risk assessments	14
	Code of behaviour section added	14
	Test and trace section added	14
	Link to Government's specific advice for sports facilities added	14
	Ventilation section changed to reflect government's advice and relationship to capacity	15
	Social distancing section updated with note re. face coverings	15
	Go Row Indoor section updated to reflect changes to gym guidance	16
	Link added to HSE guidance on COVID-19 risk assessments	17
	Club Facilities – Phase by Phase Checklist	Link to Government advice re. opening gyms added
Updated using gym equipment outdoors section to recognise indoor gyms will be possible		26
On-Water Rowing Activity	New section created with advice about on-water activity: content largely moved from other sections	28
	Advice for schools programmes added in relation to 'school bubbles'	28
Advice for Training & Coaching	Title updated to reflect on-water activity moving to new section	29

Version 5

Released 23 July 2020

Section	Change	Page
Phasing	Current phase advice updated to reflect changes to crew boats	10
On-Water Rowing Activity	Advice for crew boat rowing updated	28
	Advice for coxing added	29
	Specific timing for reintroduction of crew boats added	29

Version 5.1

Released 31 July 2020

Section	Change	Page
Important Notes	Additional note about local restrictions added	2
Phasing	Phase D updated to confirm that at this stage no on-water competition is possible	9
	Provisional timings for Phase D, E and F added	9
	Current phase updated to reflect Phase D from 1 August	10
Advice for Training & Coaching	Phase B and C section updated to reflect this is no longer the current phase	31
	Phase D section added linking group size to On-Water Club Activity section	31
Advice for Competitions	Intro corrected to reflect current phasing	37

Version 5.2

Released 13 August 2020

Section	Change	Page
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Phasing	Wording around schedule updated to clarify that is the timings are subject to change rather than confirmation.	9
	Current phase updated to reflect Phase E from 15 August	10
On-Water Club Activity	Extra information added to coxing guidance	29
	Clarification added about application of crew boat rowing advice to fixed seat boats	29

Version 6

Released 26 August 2020

Section	Change	Page
Phasing	Phasing updated to reflect new competition advice	10
Advice for Rowers	Public transport advice changed to 'avoid public transport' rather than 'do not use public transport'	12
Advice for Rowing Clubs	Extra information about opt-ins added including record keeping	15
Club Governance	New section added	33
Competitions	New sections added: <ul style="list-style-type: none"> • General Advice • Advice for Competition Organisers • Advice for Hosting Clubs • Advice for Travelling Clubs 	40
Advice for Indoor Rowing Activity in Schools	New section added	50

Version 6.1

Released 16 September 2020

Section	Change	Page
Following the Guidance	Information on where to direct questions	9
Phasing	Current phase	11
Club Facilities – Phase by Phase Checklist	Tidy up of language to match current advice	25
	Changing rooms guidance clarified	26
	'Rule of six' guidance note added to bar to section	28
On-Water Rowing Activity	'Rule of six' note added to crew boat description and briefings	29
Competitions: General Advice	Procedure for competitions to demonstrate COVID-Secure plans added	40
	Organising Committee meetings advice added	40

Version 6.1.1

Released 17 September 2020

Section	Change	Page
Competitions: General Advice	Minor correction to clarify that RRSA's do not approve standard safety documentation – they review it.	40
Competitions: General Advice	Missing spectator paragraph added	45

Version 7

Released 30 September 2020

Section	Change	Page
Introduction	Updated text included to reflect current situation	7
Advice for Rowing Clubs	Inclusion of information on official NHS QR codes in 'Test and trace' section	15

	“Capacity & Ventilation” section expanded to explain application of ‘rule of six’ in relation to indoor training	16
On-Water Club Activity	Section in relation to beginners in crew boats added	30
Club Governance	Dates amended following extension of Government Act from 30 September to 30 December	32
Competitions: General Advice	Link to example documentation from test competition added	40
Competitions: Advice to Competition Organisers	Various updates added following learnings from test competition	42-47
Competitions: Spectators and control of site areas	Section on spectators expanded	48

Version 8

Released 20 November 2020

Section	Change	Page
All	Document updated to reflect new framework meaning that a number of sections have been moved and re-ordered. Document renamed to ‘Managing COVID-19’. Please note, only material changes are listed below, a number of new sections have been added to facilitate the new structure. Each chapter related to the new framework has a new section outlining the specific restrictions that currently apply and that would apply at the different Local COVID Alert Levels.	All
Important Notes	Reasons not to attend club updated to reflect new reasons for self-isolating	2
Introduction	New introduction	3
Following the Guidance	Reminder to follow instructions from navigation authorities and local authorities added	9
Our Framework	New framework set out to replace old phasing	10-13
Advice for Rowers	Information about whether you can travel for rowing added	15
Managing a club during coronavirus (COVID-19)	Intro updated	16
	General principles updated to clarify advice around adaptive rowing	16
	Code of behaviour example from GB Rowing Team included	18
	Club Emergency Fund info added	19
	Challenge Hub and @Home Hub added	20
COVID-Secure Sporting Facilities	Extra information about self-isolation related to Test and Trace added	23
	Gym facilities advice clarified	25
COVID-Secure On Water Activity	Recreational and touring advice added	33
Club Governance	Date updated to reflect extension of legislation	65

Version 8.1

Released 27 November 2020

Section	Change	Page
Introduction	Extra intro added	3
Our Framework	End date for current lockdown added	11
	Local COVID Alert Levels updated based on Government's new tier structure	12-13
COVID-Secure sporting facilities	Specific restrictions updated based on Government's new tier structure	22-23
COVID-Secure hospitality facilities	Specific restrictions updated based on Government's new tier structure	27-28
COVID-Secure on-water rowing activity	Specific restrictions updated based on Government's new tier structure	30-31
COVID-Secure indoor training activity	Specific restrictions updated based on Government's new tier structure	35-36
COVID-Secure competition	Specific restrictions updated based on Government's new tier structure	38-39

Version 8.2

Released 3 December 2020

Section	Change	Page
Following the Guidance	Reminder of possible sanctions from Government added	9
Our Framework	Current restrictions updated and lockdown restrictions removed	11
	Travel restrictions updated	13
	Government link updated as previous link stopped working	13
Advice for Rowers	Advice in relation to travel updated	15
Managing a club during coronavirus (COVID-19)	Government link updated as previous link stopped working	16
COVID-Secure sporting facilities	Specific limitations updated to reflect updated guidance on: <ul style="list-style-type: none">changing roomsexemptions to group sizes for under-18s, adaptive rowing and education purposes	21
COVID-Secure on-water rowing activity	Specific limitations updated to reflect updated guidance on: <ul style="list-style-type: none">travel restrictionsexemptions to group sizes for under-18s, adaptive rowing and education purposes	29-31
COVID-Secure indoor training activity	Specific limitations updated to reflect updated guidance on: <ul style="list-style-type: none">travel restrictionsexemptions to group sizes for under-18s, adaptive rowing and education purposes	34-36
COVID-Secure competition	Specific limitations updated to reflect updated guidance on: <ul style="list-style-type: none">travel restrictionsexemptions to group sizes for under-18s, adaptive rowing and education purposes	37-38
	Changing room advice updated	43
	Changing room advice updated	47
	Changing room advice updated	49

Version 8.3

Released 16 December 2020

Section	Change	Page
Our Framework	Christmas bubbles information added	14

Version 9

Released 23 December 2020

Section	Change	Page
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Our Framework	Definition of single household exercise updated to include one person meeting another single person from another household.	10
	Current restrictions section updated to include Tier 4	11-12
	Travel restrictions section updated to include Tier 4 and note about lack of any exemptions to these in Tier 4	14-15
	Christmas bubbles info updated with changed date	15
Advice for Rowers	Travel restrictions updated for Tier 4	17
COVID-Secure sporting facilities	Tier 4 restrictions added	23-24
COVID-Secure hospitality facilities	Tier 4 restrictions added	28
COVID-Secure on-water rowing activity	Tier 4 restrictions added	31-32
COVID-Secure indoor training activity	Tier 4 restrictions added	37-38
COVID-Secure competition	Tier 4 restrictions added	41-42

Version 10

Released 8 January 2021

Section	Change	Page
Introduction	Introduction updated	3
Our Framework	Current restrictions updated	10-12
Advice for Rowers	Travel restrictions updated for Lockdown	14
COVID-Secure sporting facilities	Lockdown restrictions added	20
COVID-Secure hospitality facilities	Lockdown restrictions added	24
COVID-Secure on-water rowing activity	Lockdown restrictions added	26
COVID-Secure indoor training activity	Lockdown restrictions added	30
COVID-Secure competition	Lockdown restrictions added	31
Appendix 5	Archive of previous Local COVID Alert Levels/Tiers added	75

Version 11

Released 11 March 2021

Section	Change	Page
Introduction	Introduction updated	3
Our Framework	Current understanding of Government's COVID-19 Response Spring 2021 added	10-14
Advice for Rowers	Note added regarding travel restrictions after lockdown	16
COVID-Secure sporting facilities	Post lockdown expectations added	22-23
COVID-Secure hospitality facilities	Post lockdown expectations added	27
COVID-Secure on-water rowing activity	Post lockdown expectations added	30
COVID-Secure indoor training activity	Post lockdown expectations added	34
COVID-Secure competition	Post lockdown expectations added	36
Appendix 5	Archive of previous Local COVID Alert Levels/Tiers removed	

Version 11.1

Released 25 March 2021

Section	Change	Page
Our Framework	Roadmap section updated to reflect updated Government guidance	11-13
Advice for Rowers	Information on travel updated	15
COVID-Secure sporting facilities	Clarification on changing rooms and showers added	22
	Language updated to make it clear that indoor facilities are not currently permitted	23
	Face coverings advice updated to reflect current guidance	24
COVID-Secure on-water rowing activity	Guidance about group sizes clarified (no change to previous advice)	30
COVID-Secure indoor training activity	Note about using equipment outdoors added	33
COVID-Secure competition	Guidance for Step 1b added	35-36
	Information about rescheduling and new competitions added	37
	Minor updates to language to ensure competition advice correlates with current guidance	42-47

Version 11.2

Released 8 April 2021

Section	Change	Page
Important Notes	Note related to local restrictions amended to remove reference to previous tier system	2
Our Framework	Notes for step 2 updated to reflect new information	12-13
Advice for Rowers	Note about car sharing added	15
COVID-Secure sporting facilities	Changing room advice added for step 2	22
COVID-Secure hospitality facilities	Group sizes and table service advice added	26
COVID-Secure indoor training activity	Explanation of personal/household exercise added	33
COVID-Secure competition	Guidance about spectators clarified	36
Club Governance	Effective dates of Act updated	63

Version 12

Released 15 May 2021

Section	Change	Page
Our Framework	Previous steps removed and step 3 updated based on current guidance	11
Advice for Rowers	Travel information updated as car sharing now allowed	14
Managing a club during coronavirus (COVID-19)	Information about vaccination and lateral flow testing added	17
	Club Emergency Fund now closed	18
COVID-Secure sporting facilities	Current specific limitations updated	20
COVID-Secure hospitality facilities	Current specific limitations updated	24
COVID-Secure on-water rowing activity	Current specific limitations updated	26
	Group size updated to new outdoor group size limitation	27

COVID-Secure indoor training activity	Current specific limitations updated	30
COVID-Secure competition	Current specific limitations updated	32
	Information about liaising with local authorities added	33
	Ranking points info updated	34
	Lateral flow testing information added	34
	Advice re. spectators updated to reflect that spectators are now allowed at outdoor events in groups of 30	43-4
	Advice on car sharing updated now this is allowed	47

Version 12.1

Released 17 June 2021

Section	Change	Page
Important Notes	Introduced advice on Surge Testing	2
Introduction	Introduction updated	3
Our Framework	Roadmap updated	11
Our Framework	Updated Step 3 to include advice on weddings and civil partnership ceremonies, receptions, and celebrations	11
Our Framework	Updated date Step 4 to 19 July based on latest UK Government Guidance	12
COVID-Secure sporting facilities	Changed date of Step 4 to 19 July	21
COVID-Secure sporting facilities	Tightened up process on face coverings	23
COVID-Secure hospitality facilities	Updated Step 4 to 19 July and added specific guidance on weddings and civil partnership ceremonies, receptions, and celebrations	25
COVID-Secure on-water rowing activity	Updated Step 4 to 19 July and tightened up process on face coverings	28-30
COVID-Secure indoor training activity	Updated Step 4 to 19 July	31
COVID-Secure competition	Updated Step 4 to 19 July	33
	Tightened up process on face coverings	38, 40

Version 15

Released 8 October 2021

Section	Change	Page
	Full review of all sections to reflect removal of legal restrictions and update to Government guidance	

Appendix Four: Competition COVID-19 Officer

Example Role Description

Position Overview

The event COVID-19 Officer is responsible for all COVID-19 matters for the event and will be responsible for liaising with key stakeholders and other organisations in relation to an event's response to COVID-19.

The position can be held by an existing member of the Organising Committee (OC), however we strongly suggest that this is a standalone role to provide effective check and challenge.

The COVID-19 Officer should promote clear and effective communication channels across the event and ensure that the OC and volunteers feel supported and have someone to go to should they have any questions or concerns.

They should ensure that all event volunteers and third-party event contractors follow the COVID-19 guidance set.

Commitment

This will depend on the size of the event. The event COVID-19 Officer would expect to be involved in all aspects of event planning and operations, attend Organising Committee meetings and be present at the event to ensure compliance.

Main Tasks and Responsibilities

- Act as the main point of contact for all stakeholders with regards to COVID-19.
- Oversee the implementation of the relevant risk assessments.
- Act as the link between the event and venue operators and ensure both are following current up to date guidance.
- Keep up to date with the latest Government and British Rowing advice and guidelines on COVID-19.
- Communicate with the OC about any COVID-19 matters that have been raised concerning the event.
- Review the event risk assessments and safety documents and recommend changes when necessary with regards to being COVID-Secure.
- Promote good practice to event stakeholders and remind them of protocols where necessary.
- Support the Race Committee with any related COVID-19 issues.
- Ensure that the latest British Rowing COVID-19 Guidance is being followed and implemented.

Relevant Skills and/or Aptitudes

- Reliable and proactive with a positive attitude.
- Good listener with excellent interpersonal skills.
- Excellent communicator with good verbal, written and IT skills.
- Approachable.
- Understands and respects confidentiality.
- Tactful and discreet.
- Logical thinker.

Knowledge and Experience

Essential

- Understanding of the event risk assessment process.
- Understanding of event delivery structure and third-party stakeholders.
- Understanding of Government and British Rowing COVID-19 guidance.
- Understanding of GDPR regulations.