



**AVON COUNTY ROWING CLUB**  
**AVON AUTUMN BIG BOATS HEAD OF THE**  
**RIVER**

**20<sup>th</sup> NOVEMBER 2021**

# **Covid-19 Plan**

**Covid-19 Officer: Alastair Watson**

**Document creation details**

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Approved for release by	David Atkin
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# AVON AUTUMN BIG BOATS HEAD OF THE RIVER RACE

## Covid-19 Safety Plan

(Published – November 2021)

### 1 Covid-19 Officer

- 1.1 The Covid-19 Officer is a member of the event organising committee and is named on the cover sheet of this Covid-19 Safety Plan.
  - Covid-19 safety is discussed at each meeting of the organising committee.
  - Covid-19 safety will be part of the event review.
- 1.2 All competing clubs will be responsible for ensuring the members of their club adhere to this Covid-19 Safety Plan and their own club's rules and guidelines.

### 2 Risk Assessment

- 2.1 A Covid-19 risk assessment has taken place at a meeting of the Joint Avon Heads 2021 Organising Committee on 26<sup>th</sup> August 2021. This Covid-19 Plan is the response of the Organising Committees to mitigate any consequences of risks that might happen at the autumn events concerning the transmission of the Covid-19 virus. The BR 'Covid-Secure Self Declaration' checklist has been taken into account.

### 3 Scope of the Covid-19 Safety Plan

- 3.1 The Covid-19 safety plan covers special rules for the 2021 event to reduce the risk of transmission of the Covid-19 virus amongst competitors, coaches, officials, spectators and members of the public.
- 3.2 It is the intention of the organising committee to provide a safe environment in accordance with British Rowing 'Coronavirus Advice – Return to Rowing' guidelines. However competitors, coaches and clubs are specifically reminded that every person attending the event, including those competing, or officiating, do so at their own risk and are responsible for:
  - Following British Rowing guidelines on Covid-19 safety;
  - Being familiar with, and following, their own club's rules on Covid-19 safety;
  - Following UK regulations and guidelines for England;
  - Ensuring they: are not a risk to others by attending if they have any symptoms of Covid-19; are awaiting a result from a Covid-19 test; are a contact of someone who has tested positive for Covid-19; or should be self-isolating for any reason
  - Ensuring they do not put themselves at risk if they are in a high risk category due to age or medical conditions

### 4 Cancellation

- 4.1 If British Rowing's advice, or Government policy, changes prior to the day of the event that would mean that it would be unwise, illegal or against BR rules to hold the event, the event will be cancelled and all visiting crews would be informed as soon as possible so that they would not need to travel. If indications are that these conditions could be imposed on the day of the event, the Organising Committee will make a decision on whether to run the event as early as possible. Cancellation on the day of the event could result in crews travelling to the event, but all efforts will be employed to avoid this situation. Any cancellation of the event by the Organising Committee would result in a reimbursement of entry fees.
- 4.2 If Covid-19 infections are rising in general, or specifically in the area of the event, crews may decide not to travel or compete even if the Organising Committee has decided to run the race. This may either be as planned, or with certain additional restrictions. Crews who decide not to attend due to a deteriorating infection situation will have their entry fees reimbursed.

## **5 Track and Trace**

- 5.1 A record of the contact details of all clubs, coaches, officials and volunteers will be kept by the Organising Committee for the purposes of track and trace. Details of individual competitors from visiting clubs will not be held/stored by ACRC as BROE stores details of competitors, but not contact details. The contact for entries for these clubs would be informed if a significant outbreak of the infection linked to the event were to occur. These contact details would be available to NHS Track & Trace officers, under the guidelines of the GDPR requirements.
- 5.2 An event-specific QR Code will be displayed on site for use with the NHS Test & Trace app. Visitors will be encouraged to check-in using the app.

## **6 Registration, Cox Weighing and Boat Checking**

- 6.1 Registration will be situated in the open air underneath the balcony on the river-side of the boathouse. One member of each club should pick up the information and numbers. Face covering will be worn.
- 6.2 Coxes will be weighed at a suitable, outside location. They must wear a face covering (unless exempt). The weighing official will respect social distance and ask them to wear a coloured wristband to denote whether they are required to carry additional weights. This may be checked at Control Commission (boat checking).
- 6.3 Control Commission will be 'hands off'. Supervised by an umpire, any boats that are checked will be conducted by asking members of the crew to demonstrate that safety aspects of the boat comply with BR Rules of Racing – e.g. heel restraints, bow balls, buoyancy compartments, etc.

## **7 Boating, Disembarkation and Boat Sharing**

- 7.1 Crews should follow sensible social distancing when boating/launching. Crews will be called to a raft by a raft marshal. Where possible, their own coaches or club members should assist with this.
- 7.2 When disembarking at the raft crews should move quickly to clear the area ready for the next crew to minimise congestion.
- 7.3 Sharing of boats, oars or sculls between clubs is discouraged. Avon County RC may lend equipment with the proviso that the boat (and oars/sculls, if necessary) are cleaned. This will be the responsibility of the borrowing club and they should follow their own protocols and standards. They will be responsible for providing cleaning (anti-bacterial) materials, etc. Clubs should follow their own procedures for cleaning boats that are shared with other crews from their own club.

## **8 Officials, Volunteers, First Aiders and Safety Boats**

- 8.1 Officials and volunteers should pick up their equipment (radios, flags, watches, tablets, bells, tabards, loud hailer, etc.) from the first floor of the boathouse. These will be given to the volunteer in pre-packed bags. When queuing to collect equipment, officials should allow for social distancing. Face coverings are recommended.
- 8.2 Sanitising wet-wipes will be provided in equipment bags for the purpose of wiping down equipment before passing on to the person taking over at shift-change.
- 8.3 First aiders will follow their own Covid-19 procedures and wear appropriate PPE.
- 8.4 Safety boat personnel will wear appropriate PPE and carry a spare masks for any crews that are taken into the boat. On disembarking the casualties, they will clean any equipment.
- 8.5 If PPE needs to be disposed of, it must be placed in a hazardous waste sack (yellow). This will be disposed of in the correct way at the end of the event.

## **9 Site Facilities**

- 9.1 Only officials, ACRC, Monkton Combe School, Bath Spa University and Bristol University members may enter the clubhouse.
- 9.2 Portable toilets will be installed for use by visiting crews. It is recommended the persons who are queuing allow for social distancing. Face coverings are recommended whilst queuing. The toilets will be cleaned in accordance with advice given by the supplier of the toilets.
- 9.3 There will be no changing or washing facilities available for visiting, crew members, except for emergencies. Clubs should inform their crews to bring spare clothes and sanitiser.
- 9.4 All catering facilities will be held outside the main buildings. Any tables and seating will be set out to maximise distance between each one.

## **10 Instructions to Officials, Volunteers and Competitors**

- 10.1 Instructions that include all the Covid-19 procedures will be posted on the event website. <http://www.avoncountyrowingclub.org.uk>
- 10.2 Covid-19 procedures will be communicated to all competing clubs, who should brief their competing crew-members. Some information will also be included in the 'Safety and Racing Instructions' document sent out to all competing clubs.
- 10.3 Covid-19 procedures will be sent out to all umpires, volunteers and officials by email.
- 10.4 Covid-19 procedures will be a part of the 'Head Helpers Briefing Session' to be held over Zoom prior to race day.

## **11 Spectators and the General Public**

- 10.1 Visiting and home clubs will be asked to discourage spectators from attending.
- 10.2 Competitors will be advised that they will need to be careful when moving boats on the land in front of the river if members of the public are walking through the site on the footpath.
- 10.3 Any officials who are positioned on the bank will be instructed to ensure that members of the public can pass safely when walking along the towpath.

## Appendix I – British Rowing Covid-19 Secure Checklist



### Affiliated Competition & Private Match COVID-Secure Self Declaration

The following form should be completed by the appointed COVID-19 Officer for the Competition and published alongside any COVID-Secure plans on the Competition's website or in the case of a Private Match made available to all attendees of the event (including parents/guardians as applicable). Contact details may be ones provided specifically for this purpose by the Competition rather than personal contact details.

Competition Name (the "Competition")	<b>Avon Autumn Big Boats Head of the River</b>
Competition Date(s)	<b>20th November 2021</b>
COVID-19 Officer Name	<b>Alastair Watson</b>
COVID-19 Officer Email	<b>alastair.watson@tesseractltd.co.uk</b>
COVID-19 Officer Telephone	<b>07710 163084</b>

The Competition can confirm that the Organising Committee has put in place plans (as set out below) to minimise the risk of transmission of COVID-19 during the Competition.

Please complete the following with Yes, No or N/A:

Are there any Local Restrictions in place at the time of writing that affect the location of the Competition?	<b>No</b>
At the time of writing, does the local waterway authority or any local agency have any restrictions in place for COVID-19?	<b>No</b>
Has the Competition carried out a specific risk assessment and put in place appropriate plans for COVID-19 taking into account the British Rowing Return to Rowing guidance as published at the time of writing?	<b>Yes</b>
Have plans been put in place to track those attending the Competition to enable 'Test and Trace'?	<b>Yes</b>
Has the Competition put in place a plan to communicate COVID-Secure plans to all stakeholders, including but not limited to competitors, coaches, officials, volunteers and potential spectators?	<b>Yes</b>
Has the Competition updated its registration process to facilitate social distancing?	<b>Yes</b>
Has the Competition agreed COVID-Secure protocols with all suppliers in particular first aid, safety cover and car/trailer parking management provision?	<b>Yes</b>
Has the Competition updated its plan to brief coaches, officials and volunteers to provide as much information in advance and limit the need to bring together groups at the Competition?	<b>Yes</b>
Has the Competition put in place plans to limit the sharing of equipment and/or cleaning of equipment (as appropriate) during the Competition?	<b>Yes</b>
Has the Competition reviewed its on-water circulation pattern and off-water operational flow to help facilitate social distancing?	<b>Yes</b>
Has the Competition reviewed its volunteer and workforce (including officials) rotas and placements to help facilitate social distancing?	<b>Yes</b>
Has the Competition set out a clear cancellation and refund policy to deal with the imposition of local restrictions or the need for clubs/competitors to scratch due to self-isolation?	<b>Yes</b>

On behalf of the Organising Committee for the Competition and as the nominated COVID-19 Officer, I confirm that, to the best of my knowledge, the information contained in this self-declaration is correct at the time of writing:

Signed on behalf of the Organising Committee <b>Alastair WATSON</b>	Date <b>16/09/21</b>
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## Appendix II – Risk Assessment

The risks of increasing overall transmission of the Covid-19 virus as a consequence of holding the event has been discussed by the Organising Committee. The risks below were identified to be those that were of most concern taking into account advice from British Rowing and other sources.

The preceding Covid-19 Plan contained in this document is the Organising Committee's response to the risk assessment below.

No.	Risk	Severity and Likelihood	Mitigation
1	Increased transmission of the virus through running the event through airborne aerosols	Moderate	<ul style="list-style-type: none"> <li>• Use of outdoor facilities</li> <li>• Restrictions to the use of indoor spaces</li> <li>• Use of face coverings where possible</li> <li>• Social distancing</li> <li>• Hands-off boat checking and cox weighing</li> </ul>
2	Increased transmission through contact with contaminated surfaces	Moderate	<ul style="list-style-type: none"> <li>• Ensure adequate cleanliness of surfaces</li> <li>• Hands-off boat checking</li> <li>• Sanitizer we wipes provided for officials' equipment cleaning</li> </ul>
3	Infected people attend the event	Moderate	<ul style="list-style-type: none"> <li>• Reduce possibility of infected people attending</li> <li>• Advice to clubs to discourage spectators and supporters</li> </ul>
4	Event causes a spike in infections at clubs, school, work settings, etc. in following days/ weeks	Low	<ul style="list-style-type: none"> <li>• Track and trace measures in place</li> <li>• Communication to contacts at competing clubs if spike is indicated from feedback following event</li> </ul>
5	Transmission through safety protocols – rescue, first aid, etc	Low	<ul style="list-style-type: none"> <li>• Face coverings to be used</li> <li>• Sanitizer availability</li> <li>• Appropriate PPE in use</li> </ul>
6	Cancellation of event due to pandemic increasing – BR or Government advice	Low	<ul style="list-style-type: none"> <li>• Check regularly for any updates from British Rowing and Government sources</li> <li>• Advise visiting clubs as soon as possible</li> <li>• Full refund of entry fees</li> </ul>