

Byfleet LTC Ltd Updated Covid-19 Guidelines for Play

NOTE: Please see announcements under the [Recent News](#) section on the club website for the latest updates on Covid-19 Guidelines for Play. These announcements will be updated regularly and will take precedence where there is any contradiction with the guidelines published below based on Tier 2 guidance on 3 December 2020.

Below are updated guidelines for play at the club based on the Tier 2 guidance in the [latest LTA guidelines](#) (version 6 published on 2 December). We have indicated where there is no change from the Board's guidelines issued on 23 September.

You should note, in particular, the requirement for all players to undertake a self-assessment check for any Covid-19 symptoms before leaving home. If you or your family feel unwell, or you have been in recent contact with someone who has been unwell with signs of Covid-19, please be aware you must stay at home and should not come to the club.

Test and Trace

The club is now required to comply with the NHS Test and Trace requirements by recording the details of everyone coming to the club. Please ensure you retain a record for 21 days of all members who are part of your booking.

In line with the government guidance around NHS Test and Trace, we also have our unique QR code for the club to use with the NHS COVID-19 app. If you have the app on your smartphone, please scan the QR code when you visit the club to enable Test and Trace capabilities to be followed. The club's QR code is displayed to the left of the main entrance to the Clubhouse.

If you do exhibit Covid-19 symptoms follow the Government's '[Test and Trace](#)' guidelines, which can be read on the Gov.uk website.

Please do not come to the club unless you have booked a court. If you have booked a court but can no longer play, please ensure you cancel it to give others the chance to book it and to avoid being caught up in the Test and Trace process.

Access to the Club

Access to the grounds is through the rear entrance gate, using the keypad. (Members have received the number for the keypad in a separate email). Hand sanitisers will be provided both outside and inside the gate to use before touching the keypad.

Members should enter the club house via the back entrance but can exit via the front entrance if they wish. Members will not be able to access the clubhouse using the front door or use the gate into Nuffield. Both these entrances remain closed with different keypad numbers.

Members are able to enter the club house to use the toilet facilities. Access to the toilets will be through the back door of the club house ONLY and the number for the keypad is the same number as for the rear entrance gate keypad. A 'ONE IN ONE OUT' policy (one at a time unless from the same household) will be in operation for those wishing to use the toilets.

The summer house remains locked and, within the club house, there continues to be **no access to the following:**

- changing rooms
- token machine
- first floor
- indoor courts
- drinking water (the outside water taps, however, are now available for use)

Please ensure that you observe the Government's social distancing guidelines in the club grounds and car park at all times. Take particular care as you reach the blind corner entering and exiting the club by the side gate.

You should also comply with the signage within the club grounds, including the signs indicating the way in and out of the courts.

Hygiene (No Change)

General

You should adhere to and practice Public Health advice for hygiene. Please bring your own alcohol gel hand sanitiser with you and wipes to clean your playing equipment and any gates, handles, water taps etc that you touch around the club. Please also wipe down any surfaces touched before leaving the courts and take all used wipes and any other waste material home.

Toilets (No Change)

If you are accessing the toilets, please use the antibacterial wall mounted hand sanitiser (located on the club house outside wall adjacent to the back door) before touching the keypad and entering the building and clean your hands thoroughly after use.

Automatic wall mounted hand sanitisers are located outside the disabled, Mens and Ladies toilets and the toilets are being cleaned daily by the club's cleaner.

Children under 12 should be accompanied by their parent or guardian to ensure hygiene guidelines are followed.

Please report any problems or incidents to the office via email: admin@byfleetltc.com.

Court Bookings

In accordance with the LTA guidelines, we have introduced on-line court booking. All paid-up members receive a separate email providing a link to the booking system.

Only those members who have paid their 2020/21 subscriptions are able to book courts. Members **MUST** book a court on-line before coming to the club and should not turn up without doing so. Only members with a court booking should be on site and permitted to play, anyone else will be asked to leave.

Below are some general guidelines on the booking arrangements:

- Court booking for member only play (no coaching) is available, via the [Court Booking and Members Information tab](#) in the Members Area on the club website.
- Information on booking coaching lessons is detailed in the Coaching section below.
- Members should not arrive more than a few minutes ahead of their allocated time.
- **To support NHS Test and Trace procedures, please ensure you retain a record for 21 days of all members who are part of your booking.**

Protocols when playing at the Club

- When participating in any tennis activity indoors or outdoors, players must not mingle in groups of more than six before and after the activity, while maintaining social distancing with those from another household at all times.
- Singles and doubles can be played with people from different households, as long social distancing guidelines are adhered to and the LTA COVID-19 Secure guidelines are followed.
- You are advised to limit your interactions with anyone outside of the group you are attending the venue with (e.g. players on another court or in a different coaching group), and you should continue to maintain social distancing from those that you do not live with or are in a support bubble with.

- Stay at least two metres away from other players (including during play as far as possible, when taking breaks and before and after play).
- Do not make physical contact with other players (such as shaking hands). Take particular care when entering or leaving the courts.
- For doubles, consider agreeing in advance which player will take the shot if a ball travels to the centre of the court.
- Bring your own water and first aid kit.
- Avoid chasing the ball down to another court if other players are using it.
- Clean your hands before and after playing in accordance with Public Health requirements.
- If you wish to, you can choose to use your own marked tennis balls.
- If you choose to use shared balls then extra care must be taken to ensure you do not touch your face during play, and you should clean your hands before play and immediately after finishing (use alcohol gel if required).
- Where possible, avoid using your hands to pick up tennis balls that are not yours. Use your racquet/foot to hit/kick them to your opponent or return them to another court.
- After playing take all your belongings with you and do not leave anything on court, including used wipes.
- Ensure you leave the court before the end of your allotted time so that it is empty for the next players.
- Allow others to leave before you enter the court - if you need to wait then do so away from the courts and clear of the gates.
- Where you cannot maintain a two metre distance, then further precautions should be put in place as part of 'one metre plus mitigations' guidance (see the Government's advice on ['Coronavirus \(Covid-19\): Social Distancing'](#) for more details).

Failure to comply with these protocols may jeopardise the club's ability to remain open and will be regarded as misconduct under the Club's Rules.

Actions being taken by the Club for your safety *(No Change)*

To limit hand to shared surface contact, the following changes have been made:

- On-court scoreboards have been removed.
- Nets have been set at the correct height and the winders removed.
- Bench seating at the club has been taken out of action.
- The club will regularly sweep the clay courts. (Drag brushes have now been provided if you wish to sweep the courts after play, however, you should use antibacterial wipe or sprays before or after touching the handles etc, to protect yourself and others.)

Visitors and Spectators

Supporters, parents, and other spectators should remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six person gathering limits and spread out, in line with wider government guidance.

Visitors may now visit the club in accordance with the Club Rules.

Please continue to use the correct court entrance and exits according to the signage.

Playing at the Club in Groups

Restrictions on group numbers vary depending on whether the activity is informal social play or organised group activity.

a. Informal Social Play

For informal social play, group size is limited to a maximum of six people by law. This means you can play tennis in a group providing you only meet up with no more than 5 other people from different

households and observe social distancing guidelines. You should not go to the club socially in groups of more than six.

b. Coach Organised and Club Mix in Sessions

Organised tennis activity of larger groups , including coach led sessions, club nights and competitions, is permitted by the Government as an exception to the limit of six, and so can continue, provided that venues, coaching providers and event organisers follow LTA COVID-19 secure guidelines.

As per the LTA guidance, a Risk Assessment and an Event Delivery Plan have been being completed for sessions organised by the club and coaches for larger groups, and these, together with the club's Covid-19 Guidelines, are available on the club's website via the [Covid-19 Guidelines](#) tab under the About Us menu.

Juniors (No Change)

Juniors under the age of 16 can only play at the club if accompanied by an adult supervisor. This adult supervisor does not have to play but must observe the socially distancing guidelines while watching.

Coaching

ONLY paid up members (adult or junior) can arrange a lesson with the coaches.

The Coaching Team will follow the [LTA Guidelines](#) in order to run any sessions safely. For coached sessions, pay careful attention to the instructions of the coach.

To support NHS 'Test and Trace', coaches may need to take additional details from you when booking so that they have appropriate temporary records in place to assist this service.

Where attendance of a parent/guardian (non-participant) is required, it is permitted but should be off court and limited to one per child where possible, with social distancing and legal gathering limits strictly observed while watching the sessions.

If you wish to arrange a coaching lesson, please contact the coaches directly. Specific courts are allocated for coaching and these should only be booked by the coaches.

Matt McCombe – 07788 874878, mattmccombe@hotmail.co.uk

Ben Nicholson – 07534 252069, bennicholsontennis@yahoo.com

Greg Read – 07773 060694, greg.read@btinternet.com

All the coaches have been asked to complete risk assessments to comply with the [LTA Guidelines for Coaches](#) on the LTA website.

IMPORTANT: All activities at the club are undertaken at your own risk. We are constantly receiving guidance from the professional bodies and will update you when any further changes can be made.

Wishing you a continued safe return to the courts.

Regards

The Board

21 December 2020