



ITF England - Covid-19 Start up advice

This document gives advice on how instructors can prepare to restart face to face lessons now that restrictions are lifted by HM Government. It is an advisory notice and should HM Government issue any further advice on the application of their five part plan, then the national advice will, of course, take precedence. If you feel that any advice in this document is contrary to HM Government advice, then follow the Government advice. We will update as soon as any further guidance is given, but there is always a risk of a delay when ITF England issues such additional advice.

The purpose of the document is to provide instructors with information upon which they can make a personal judgement as to whether it is safe to commence face to face training again. This judgement is subjective by nature and is influenced by a number of factors known only to the individual instructor - such as size of hall, access to and from the facility, the number of students, and the advice of the agencies who manage hired halls. The decision to restart should be made after a thorough risk assessment and production of a method statement on how the risk of spreading Covid-19 by teaching Taekwon-Do do can be mitigated and reduced.

The current advice from HM Government (10th July) is that gyms can reopen from 24th July. The health of instructors, students, parents and carers are at the heart of this advice.

The health of instructors

Instructors are likely to be at the most risk of catching or spreading Covid-19. You will have the most interaction with a wide range of students and parents once the lock down restrictions are relaxed. It makes sense that the greatest emphasis should be given to ensuring that instructors maintain the highest possible discipline with regard to their precautions. The following advice may be useful:

- Many instructors have taught classes using online methods. Rather than simply stopping this practice we advise that you mix online and face to face classes for a period, and gradually reduce online classes over a period of time based on future government advice. This suggestion is simply to

minimise the face to face time you spend with students and consequently minimise the risk to yourself.

- Social distancing will need to be maintained as per government guidelines.
- Regular washing of hands should continue. This will mean washing or sanitising hands at regular periods during a teaching session.
- The use of face masks will be difficult for instructors, but it may be an additional measure which has to be taken. This will depend on individual circumstances and any guidance that may be issued by HM Government and other agencies.
- Ensure that your students are aware of the imperative to inform you if they or any of their family are self- isolating due to Covid - 19 symptoms. Regular verbal and social media posting will be needed to reinforce this message to students.

The health of students

Transmission of Covid-19 is mainly through airborne droplets. Any exercise class will increase the amount of moisture in the air, and a Taekwon-Do class is no different. Indeed, there may be a further increase in moisture due to the breath control we practice. The following advice will help reduce risk:

- Ensure you have maximised the ventilation in your training space, by opening doors and windows.
- Work out the maximum capacity of your space using the government's social distancing rules. Include parents, carers and spectators in this calculation. This may also be constrained by the leisure centre, school, local authorities that provide the space that you use.
- If possible, mark the spaces for students to stand on the floor.
- If your space allows it, employ an access and egress system so that students enter and leave through different doors. Students should enter the hall observing social distancing rules, sanitise and then take up a space. At the end of the class, they should sanitise and leave. Ensure the dojang is empty before the next class comes in.
- It may be that there is reduced capacity in your space. Shorter, more frequent classes with fewer students should be considered.
- All forms of sparring cannot be practiced with a partner as this is the highest risk of physical contact.
- Self- defence should not be practiced with a partner.
- Strength and conditioning, cardiovascular training and mobility training can be carried out as long as the individual is doing it by themselves.

- Pad work can be carried out, but only if the student is wearing their own sparring equipment. We advise that free standing kick bags should be used if possible. All pads and bags will require cleaning after each lesson.
- Power test and special technique can be practiced. Each point of contact should be cleaned after each impact.
- Instructors will have to adapt their warm- ups and any games they play to reduce physical contact.

Current advice from UKactive is that there should be at least 10 minutes between each class to allow for cleaning and to avoid crowding in showers.

Outdoor training sessions

- As of Monday 1st June, Instructors can meet up to 5 students from different households outdoors - such as parks open spaces and gardens. Be careful about using gardens - you should not access the space by going through a house or garage. Also note the social distancing requirements which will apply.
- A risk assessment should be carried out for each space you use. If you are teaching under 18's, a parent, guardian or carer should be present at the session for safeguarding purposes
- Requirements for Social distancing and cleanliness should be set out when booking online.
- Social distancing and cleanliness will be promoted by the instructor(s) at the beginning and throughout classes.
- Group classes will be organised in a series of formations to comply with social distancing, with appropriate spacing between participants monitored by the instructor throughout the class.
- Nothing will be passed to/from the instructor to the student - including personal items, water bottles, bibs etc.
- Students should not cluster in groups before/after sessions

General considerations

- Public Health England (PHE) or equivalent posters should be on display informing customers and staff of social distancing and cleanliness/hygiene protocols throughout the facility.
- Instructors will commit to the wellbeing of their assistants and students, and if they show/have any signs of COVID-19 (temperature, cough and difficulty breathing), they will be sent home to follow Government regulations.
- Instructors must comply with any health designation documentation that the Government implements.

Appendices

Control measures checklist - audit/completion

CONTROL AREA/MEASURE	COMPLETE
Signage and posters	
Provide signages at designated entrance points to inform people that they should: avoid entering the facility if they have a cough or fever; maintain a minimum 2 metres distance from one another; and not shake hands or engage in any unnecessary physical contact.	
Post a copy of the Social Distancing Protocol at the designated entrance points.	
Display posters within the facility promoting proper hand washing.	
Measures to keep people at Least 2m apart	
Place tape or other markings at least 2 metres apart in customer line areas inside the store and on sidewalks at public entrances with signs directing customers to use the markings to maintain distance.	
Separate order areas from delivery areas to prevent customers from gathering.	
Instruct employees to maintain at least 2 metres distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.	
Measures to prevent crowds from gathering	
Limit the number of customers at any one time.	
Ensure all staff understand numerical limits during social distancing.	
Assign staff at the facility entrance to count customers both into and out of the building, to ensure that the maximum number of customers in the facility set forth above is not exceeded.	
Consider reserving certain hours for senior citizens and other high-risk populations.	
Measures to protect employee health	
All employees have been told not to come to work if sick.	
Symptom checks are being conducted before employees may enter the workspace	
Copies of this plan have been sent to employees	
Measures to prevent unnecessary contact	
Implement measures that prevent people from self-serving any items that are food-related	
Provide for contactless payment systems or, if not feasible, advise to sanitise payment systems regularly	
Measures to improve sanitation	
Hand sanitiser, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, and anywhere else inside the facility or immediately outside where people have direct interactions	
Disinfect all high-contact surfaces frequently	
Disinfect all payment portals, pens, and styluses after each use	
Assign employees to disinfect carts and baskets regularly	

- Hand wipes/sanitiser should be on offer (or people will be directed to where they can clean their hands).
- Instructors will ensure that social distancing is adhered to.
- Face masks will not be mandatory unless their role requires this.
- Please remind students of their personal responsibility when taking part in the Taekwon-Do class.

Cleaning Advice

- Continue rigorous cleaning procedures.
- If there is a COVID-19 case in the dojang, the operator will follow the PHE Guidance - COVID-19 Cleaning in non-healthcare settings <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings> while cleaning all areas of the facility.
- Staff should carry out regular cleaning of high-contact touch points throughout the premises. Reception Areas. Instructors will have to comply with any requirements laid down by the owner of the facilities.
- Hand wipes/sanitiser should be on offer (or directed to where people can clean their hands).
- Gloves are not mandatory as the World Health Organisation (WHO) advice is that it is preferable not to wear gloves but to regularly wash your hands.
- Processes to make sure social distancing remains in place for reception staff/or screens are in place.
- Queue management - 2m spacing markings on the floor and if necessary outside the entrance. Changing Rooms/Showers/Toilets
- Extra care/signposting should be provided to maintain social distancing when in these areas.
- Lockers will remain in use, as long as social distancing can be maintained.
- Spray and cloths will be available for customer use for touch points.