

## FACILITIES & INDOOR VENUES

For clubs with owned or leased facilities they should follow **COVID-19 Secure guidelines**. It is important to maintain social distancing and good hand hygiene in these circumstances.

- Due to the variety and number of different venues used by clubs, Archery GB is not in a position to give definitive guidance to how a club should reopen, manage, and clean a facility.
- Clubs are therefore directed to the Government’s website for information. This guidance is available here:  
<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>
- Schools Support – A letter from the CEO, copy of guidance and supporting information is available if your club is experiencing issues reopening on a school sport. For more visit - <https://www.archerygb.org/covid19>
- Archery GB’s insurance brokers (Howdens) have provided information for clubs reopening. The article - What to consider when re-opening after extended closure – is available on Howden’s website and can be accessed here - <https://www.howdengroup.com/uk-en/risks-challenges-sports-leisure-industry-after-COVID-19>
- There is a requirement for clubs that lease or own a facility to display an official NHS QR poster. You must [register for an official NHS QR code](#) and display the official NHS QR poster.
  - The relevant facilities the NHS QR codes apply to are:
    - indoor sport and leisure centres
    - cafes/bars, including bars in hotels or members’ clubs
  - Failure to comply could result in Government issued fines. Full information on test and trace can be found here: <https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace>
- Please contact your Regional Development Officer, or email [membership@archerygb.org](mailto:membership@archerygb.org) if you experience issues with your facility provider.

## MOVEMENT ON SITE

- All venues must have entry, exit and parking arrangements that ensure social distancing can be maintained, with appropriate signage.
- Venues should also implement traffic-flow systems where possible and appropriate. Venues should outline socially distanced areas for teams,

participants, officials and spectators as required. Venues should ensure that access for people with disabilities is maintained.

## **CHANGING ROOMS, SHOWERS AND TOILETS**

- Changing rooms can be opened but their use should be discouraged. You should inform archers that these are areas of increased risk and that where possible archers should come to the range changed and ready.
- If members do need to use changing rooms, they should minimise time spent inside, maintain social distancing from people they do not live with (or share a relevant bubble with). More than one household can use changing facilities at one time but they must not mix. Any relevant capacity limits must be adhered to at all times.
- Briefings/gatherings should not take place inside under any circumstances. This does not apply to essential activity such as the provision of first aid or access to essential equipment for training and matches.

## **[UPDATED] CLUBHOUSES AND HOSPITALITY**

- Clubhouses and hospitality facilities can be used in line with [guidance on hospitality settings](#), and there's specific [advice for sport facility operators](#).
- People using clubhouses and hospitality facilities must adhere to legal gathering limits and wider government guidance (including face coverings).
- If facilities remain closed, exceptions must be made for essential activity such as the provision of first aid or access to essential equipment.
- **[NEW]** Clearly in some cases archery clubs use much smaller facilities, and we would recommend that if your club agrees to open these spaces then a risk assessment must be undertaken, which details a cleaning protocol to be followed (by individual members or a specific task for a volunteer).
- **[NEW]** Depending on the space we suggest members:
  - Follow a controlled entrance/exit procedure – either one-way or one-in/one-out;
  - Must wear a face covering inside;
  - Provide their own mugs/flasks and avoid use of communal mugs;
  - Clean/wipe down communal equipment (eg kettles)
  - Sanitise hands before entering and leaving the kitchen space.

## **VENTILATION AND VENUE CAPACITY**

- Ventilation is an important part of reducing the transmission of COVID-19. Ventilation into any building should be optimised to ensure a fresh air supply is provided to all areas of the facility and increased wherever possible.
- You can do this through mechanical ventilation, and by opening doors and windows. You must also ensure that you stay within the capacity limit of your facility (100sqft per person) as this increases the effectiveness of your ventilation system.
- The maximum occupancy of each indoor facility should be limited by providing a minimum of 100sqft per person. This includes the net usable indoor facility space available to members to use, including changing rooms, toilet and washing facilities.