

Guidance for regular hirers & community groups (Covid-19)

We are very pleased to finally be able to welcome our hirers back to the Leisure Centre. Things will be a little different however, and we are looking to work closely with all of our hirers to ensure your return to the Centre is as safe and efficient as possible.

Risk Assessment

We will be requiring all hirers looking to return to complete and submit a risk assessment in relation to your bookings that demonstrates and includes the following:

- A clear knowledge of the risks associated with Covid-19 and its transmission.
- Clear procedures for managing the transmission of the virus within your booking.
- Clear procedures for managing and promoting social distancing within your booking.
- Clear procedures relating to the arrival of your customers to the Centre (and exit plans) that help prevent a potential cross over with other Centre users.
- Plans for hygiene provision (e.g., hand sanitizer) and any cleaning plans you have.
- Mention of the maximum number of people that can safely attend your booking.
- Mention of a booking system (or other procedure) that helps to control the number of customers that attend your booking.
- Mention of a procedure that enables the efficient tracking and tracing of your customers if required
- Clear knowledge and adherence to the latest government requirements and also to advice from your appropriate National Governing Body (NGB) where applicable.

We are happy to work closely with all hirers on completing your risk assessments and we have a template that we can send you if you do not have your own already. In some cases we may ask you to add to and adapt your risk assessment before allowing you to return.

We also want to make clear that it is the hirers responsibility to ensure that risk assessments are kept up to date with the latest advice and guidelines and adapted as necessary. Updated risk assessments should be sent to us as and when they are changed so that procedural changes can be communicated to the staff on duty during your booking.

What's changed?

As you can imagine, the Centre will operate a little differently from before. Here are just a handful of the actions we have taken to help prevent the transmission of Covid-19:

- We have increased the frequency of our cleaning procedures.
- All of our staff have completed a Covid-19 awareness training course.
- Social distancing and Covid-19 awareness material is on display throughout the Centre.
- Hand sanitiser stations have been installed inside the Centre.
- Handwashing posters are on display in washroom areas.
- Booking systems have been put in place to help restrict the number of customers within the building and help us comply in the event of a track and trace request.
- All regular hirers are required to complete a risk assessment before returning.
- Where possible arrival times of customers and bookings have been staggered.
- Where possible doors have been wedged open to limit contact with surfaces.
- Where possible one-way systems have been implemented inside the Centre.
- Where possible activities / bookings have been moved to outdoor facilities.

We are also encouraging the use of face coverings whilst moving through the Leisure Centre but understand that for a large number of our hirers the wearing of face coverings is not practical during the bookings themselves.

If you would like to visit the Centre prior to your booking restarting to be guided through the procedures we have put in place then please just let us know. We are also aware that visiting the Centre prior to returning may help you complete your risk assessments.

Other Considerations

We understand that each of our hires are different and will have varying levels of difficulty returning to the Leisure Centre safely. Please do not be afraid to contact us and work with us where needed; we are all in this together and our priority is ensuring that all bookings can return safely.