**Coquet Canoe Club – Covid – 19 Arrangements for Club Sessions**

British Canoeing have negotiated a way to re - open clubs during the easing of the lockdown in England.

Following this Risk Assessment and British Canoeing advice we have come up with these Procedures to be able to run a club session safely.

In our club we have a Risk Assessment which is displayed in the foyer of Shorebase at The Braid, Amble. Please read it when you go in. Social Distancing rules; 2 metres, apply at all times while at the club.

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|  | **Instructions for Participants** |
| 1 | Anyone with Covid – 19 Symptoms, please stay at home |
| 2 | Book a place on Spond; places limited to 6 including an instructor and assistant |
| 3 | Pay via Bank Transfer when you book your place, charges are the same (See App 1)  If you want to pay for more than 1 session that’s ok, pay the money with your name as reference then let Denise know the details. |
| 4 | Arrive at Shorebase, the compound will be open to park your car - 2 metre distance between cars. |
| 5 | Establish contact with your instructor, previously communicated, they will confirm arrangements during your session at Shorebase. |
| 6 | A limit of 2 people (this is marginally flexible - a family of parent and child can go for kit , a staff member may be in the office), socially distant (2 metres) in the building at the same time is allowed. Access to changing rooms is not allowed in the current guidelines, the toilet in the main entrance will be available for use. Use the main entrance to access the toilet and paddling kit. |
| 7 | Wash your hands when you enter the building, doors to available areas will be open to minimise touch points. |
| 8 | Where possible bring your own kit if you have it, change at your car, at least 2 metres apart. |
| 9 | If you need a wetsuit/BA/Cag, enter the building through the main entrance, go to the kit room choose your items and exit through the Fire door to the compound. One person (or parent and child) at a time. |
| 10 | If you need a boat/paddle/spray deck, go to the container around the back of the building which will be open (no more than 2 people at a time). Choose your equipment, remove from the container and place at the top of the slipway using the gate next to the containers, ready for your session, await instructions from your instructor. Instructions will be given outside near your boat.  Don’t share/swap your equipment with anyone else. Keep socially distant. |
| 11 | If you have brought your own equipment, take it to the top of the slipway, at a distance and await instructions from your instructor. |
| 12 | Wash your hands before getting on the water. |
| 13 | Enjoy a session on the water. |
| 14 | At the end of the session, if you have your own equipment, return to your car, get changed, load up your car, ask for help if you need it, as socially distant as you can manage. |
| 15 | At the end of the session if you have used club kit, rinse and return the boat, paddle, spray deck to the container to be quarantined for 72 hrs. Use help if you need it keeping socially distant to return the boat to its place. You will be instructed if any of the kit needs to be placed differently. Wetsuit, BA and Cag should be hung up in the changing room to be quarantined for 72 hrs. |
| 16 | If you have time and the weather is good, wash hands, have a cuppa (that you will have brought with you) in a socially distant picnic to finish off the session if you have time ☺ |

**Appendix 1:**

Charges for kit hire/instruction per session:

Adult kit hire: £6 members, £8 non members

Under 18 kit hire: £5 members, £7 non members

Coaches who are helping out with sessions do not pay.

Anyone who has their own kit will be charged for the use of the building:

Adults: £2

Under 18: £2

**Bank Details:**

Coquet Canoe Club

Sort Code: 20 58 17

Account Number: 90335207

Reference: Name and date of session or number of sessions

Eg. Linda 05.06.20

Linda 10 sessions

Depends on the number of characters you’re allowed.