



COVID-19 SAFETY POLICY

This document sets out a framework for the return to Inclusive Skating during an anticipated period of social distancing. In preparing for returning to skating, working with rink managers and other Ice Sport's National Governing Bodies, a number of documents have been produced.

These documents have been adapted for the purposes of Inclusive Skating programmes and disciplines. Review of this document and the Covid-19 risk assessment by relevant government departments to support a safe return for Inclusive Skating has taken place. Following review by Sport Scotland the Inclusive Skating Covid-19 Policy is incorporated in the Getting your facilities fit for sport, Sport Scotland operational guidance: indoor ice rinks, August 2020

https://sportscotland.org.uk/media/6008/ice_rinks_gyfffs_info_sheet.pdf

These documents will be supported by the risk assessment as adapted for Covid-19 and on-line training sessions and courses to support all participants to return to Inclusive Skating activities taking place at rinks. In addition, Individual, rink and activity risk assessments and the best practice contained within this document and the inclusive Skating Safety Policy will provide further guidance.

By following these guidelines as well as those from the government and health agencies and your rink and facility operator; all participants, including skaters and their families and carers, volunteers and coaches will be able to make informed decisions as to how and when they can return to skating activities.

An Accredited Inclusive Skating Safety Advisor who is trained as a COVID-19 Officer (The Safety Advisor) should be appointed to act as the operational lead, supervise all Inclusive Skating Activities and to act as the Covid-19 Officer. An identified Safety Advisor should be present and available at every Inclusive Skating Activity. The Safety Officer should liaise with all dedicated officers responsible for Covid-19 liaison at the rink or facility and at national and regional level as appropriate.

Sport Scotland have now produced a Covid 19 Officer e-learning module that can be accessed here:

<https://sportscotland.org.uk/covid19-officer-training/>

Inclusive Skating is a member of the NISF, SSA, SRA, WSA & CIMPSA. Please contact us at inclusiveskating.event@gmail.com to assist with access to additional training and support for Scotland, England, Northern Ireland and Wales.

Legal Disclaimer - As with all environments, there is still a level of risk of Covid-19 transmission that requires control measures to be implemented. The guidance produced is provided for general information only and Inclusive Skating shall not be held responsible for any loss or damage of any kind that may arise from your use of, or reliance on the guidance produced. Care has been taken over the accuracy of the content of these documents, but Inclusive Skating cannot guarantee that the information is up to date or that it reflects all relevant legal requirements. The guidance is not intended to be exhaustive and participants should always undertake their own individual risk assessment and consider whether they are willing to accept the risks involved before returning to Inclusive Skating activities. Please be especially aware that government and facility advice may change at short notice and all participants must be alert to these changes.

PHYSICAL (SOCIAL) DISTANCING

Together, we can slow the spread of COVID-19 by making a conscious effort to keep a physical distance between each other. Physical distancing, and regular hand-washing, is proven to be one of the most effective ways to reduce the spread of illness during an outbreak. We are following the government guidelines and ask all involved to abide by the 2 metre distancing rule along with implementing other changes to help operate in a safe environment. With patience and cooperation, we can all do our part.

What does physical or social distancing mean?

This means making changes in your everyday routines in order to minimize close contact with others, including:

- Avoid crowded places and gatherings.
- Avoid common greetings, such as handshakes, a kiss or a hug
- Maintaining a distance of at least 2 arms lengths (approximately 2 metres) from others who are not in the same household. Guidance on the maximum numbers of persons and the number of households who can meet should be followed at all times. Limits on the numbers of participants accessing facilities should be risk assessed to ensure that physical distancing can be maintained at all times.

Here's how you can practise physical distancing:

- Greet with a wave instead of physical contact.
- Conduct virtual meetings with all participants including skaters and parents.
- Put skates on at the location designated for this purpose.
- Come to the rink wearing skating attire wherever possible. Protective gear may be put on at rink side.
- Keep all personal equipment in a secure bag or leave it in the car.
- Coaches and volunteers should use a microphone and verbal cues when instructing skaters rather than physical contact.
- All warm-ups should be done outside of the building, weather permitting where possible & if safe to do so.
- Skaters should enter/exit rink at staggered times and use separate entrances in accordance with the rink guidelines.
- Lesson plans should be adopted to ensure skaters, facilitators, volunteers and coaches are keeping a distance of at least 2 arms lengths. Utilize markers on the ice and/or time activities to ensure spacing is maintained. Where current government guidance permits this may be reduced.
- In Scotland as at 20th August 2020, children aged 11 years and younger are not required to physically distance during organised sports activity and this extends to the field of play. From 24th August 2020, a “field of play bubble” can be created that allows contact during

organised sports activity taking place outside for all participants. Normal physical distancing guidelines will however apply before and after the activity takes place.

- Avoid gathering in groups in the lobby or bathrooms.
- Wear a face mask or covering where advised to do so.
- Further information on physical distancing guidance is available at "<http://www.gov.scot/publications/coronavirus-covid-19-phase-2-staying-safe-and-protecting-others/>" [Staying Safe and Protecting Others](#).

HYGIENE

If faced with symptoms of respiratory illness such as fever, cough or difficulty breathing, please stay at home and self-isolate. Consult a doctor or NHS and follow their instructions. Limit contact with others and avoid interaction with individuals who are ill.

Proper hygiene can help reduce the risk of infection or spreading infection to others:

- Wash your hands often with soap and water for at least 20 seconds, especially after using the washroom and when preparing food and if you come into contact with a high contact point such as the barrier, door handles.
- Use alcohol-based hand sanitizer if soap and water are not available.
- When coughing or sneezing: Cough or sneeze into a tissue or the bend of your arm, not your hand.
- Dispose of any tissues you have used as soon as possible in a lined waste basket and wash your hands afterwards.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- All volunteers and coaches are encouraged to wear appropriate PPE e.g. face coverings with viewing panels when not exercising.
- Parents and carers who are not skating are encouraged to wear appropriate PPE e.g. face coverings
- Try to avoid touching the barrier or other high contact points.
- Wash everything (clothes, jackets, gloves) after every session.

Follow current government guidelines on Coronavirus and remember that they may change and differ at a local and/or national level.

<https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

<http://www.sportni.net/sportni/wp-content/uploads/2020/07/COVID-19-Guide-to-PPE-in-Sport.pdf>

Further Scottish guidance on return to sport and Covid resources is available at;

Indoor sport and leisure facilities can reopen from the 31 August 2020 subject to Scottish Government guidance being followed as outlined at <http://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-and-leisure-facilities> Coronavirus (COVID-19): guidance on the opening of indoor and outdoor sport and leisure facilities.

Sport Scotland has also produced <http://www.sportscotland.org.uk/covid-19/getting-your-facilities-fit-for-sport/> Getting your Facilities Fit for Sport resource to help sport facility operators prepare for reopening. The resource supports Scottish Government guidance by providing further detailed checklists for the reopening of a range of sport specific facilities.

<http://www.hps.scot.nhs.uk/web-resources-container/covid-19-guidance-for-non-healthcare-settings/> Health Protection Scotland: General guidance for non-healthcare settings

<http://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-setting> Health Protection Scotland: Cleaning in a non-healthcare setting

<http://www.hps.scot.nhs.uk/a-to-z-of-topics/hand-hygiene/> Health Protection Scotland: Hand hygiene techniques

<http://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/> St. John's Ambulance: Covid-19 advice for first aiders

<http://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm> HSE: First Aid during the coronavirus

Further Northern Ireland guidance is available at:

<http://www.sportni.net/return-to-sport/>

Guidance for close physical contact sports in NI

<http://www.sportni.net/news/guidance-for-close-physical-contact-sports-about-progression-to-ensure-a-safe-return-to-sport/>

<http://www.sportni.net/return-to-sport/general-recommendations-for-safety-during-recreational-public-exercise/> NI Guidance for indoor sports regarding Covid-19 related safety

<http://www.sportni.net/return-to-sport/framework-for-a-return-to-sport/>

<http://www.sportni.net/sportni/wp-content/uploads/2020/07/COVID-19-Paediatric-Resus-Algorithm.pdf>

<http://www.sportni.net/sportni/wp-content/uploads/2020/07/COVID-19-Adult-Resus-Algorithm.pdf>

<https://www.inspiresupporthub.org/sports/> **Mental health and well-being guidance**

Further guidance for Wales is available at

<https://gov.wales/sport-recreation-and-leisure-guidance-phased-return-html>

<https://wsa.wales/our-services/sports-advocacy-and-policy/covid-19-support/>

Further guidance for Vulnerable Persons on health and well-being is available at

<https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk/whos-at-higher-risk-from-coronavirus/>

PLANNING YOUR PROGRAM

DO NOT PARTICIPATE IN AN INCLUSIVE SKATING SESSION IF YOU OR ANY MEMBER OF YOUR HOUSEHOLD SHOW SYMPTOMS OF COVID-19.

FOLLOW GOVERNMENT GUIDELINES AT ALL TIMES

- Special consideration and individual discussions with participants who are over the age of 70 or those with underlying health conditions are advised to ensure that an individual risk assessment is carried out and that best practice is followed. All participants should understand that although all precautions are taken they will be participating in these sessions at their own risk.
- All participants should be briefed on any new policies or protocols before arriving at the venue.
- Anyone participating in the activity (athlete, volunteer, official, etc.) should proactively and regularly check their health status (including taking their temperature and monitoring for any symptoms) in advance of arriving at the venue. Anyone due to participate who is feeling ill should not come to the venue.
- Schedule sessions to allow for skaters to exit and enter with minimal overlap or contact.

- Identify, educate and train all volunteers or coaches on roles at the arena to reinforce expectations and guidelines.
- All volunteers and coaches should reinforce expectations and guidelines set by the rink.
- Communicate with all families and carers the new expectations and guidelines for Return to Skating prior to first day. Revisit, as necessary.
- Signs should be placed at the entrance to the venue with the relevant Covid-19 Safety Information.
- All participants should only enter the venue if they agree with the relevant Covid-19 Safety information (written consent is not required) at the time that the activity is to take place
- All participants entering the venue should provide the relevant contact information, including their name and telephone number.
- <https://www.nhsinform.scot/campaigns/test-and-protect> Test and Protect, is Scotland's way of putting into practice NHS Scotland's test, trace, isolate and support strategy. It is a mandatory requirement that sport facility operators collect the name, contact number, date of visit, time of arrival, and where possible the departure time of all those attending facilities or activities. Where attending as a small household group, the contact details for one member – a 'lead member' – will be sufficient.
- All Inclusive Skating participants are invited to create a profile on the Inclusive Skating platform to record as a minimum the participants name and telephone number. This may be done at no charge.
- Zones should be marked at physically distanced intervals around and set back from the perimeter of the rink for the purposes of taking on and off skates where necessary. E.g. numbered seats
- Skaters, Parents and carers should be advised of the zone that they are permitted to use at the rink perimeter in advance.
- Spectating is not allowed.
- No spectating should take place other than where a parent is supervising a child or vulnerable adult. Physical distancing guidance should always be followed.
- All balance frames and equipment should be disinfected prior to and after use (this will be undertaken by the staff or volunteers of the owner of the balance equipment)
- The rink should be divided into fields of play to ensure separation of skaters and/or groups. Fields of play should be physically distanced.
- Groups on ice should never exceed the current maximum advised
- All activities for skaters and/or groups should be organised in advance
- All skaters and/or groups should be supervised at all times
- Wherever possible, the Inclusive Skating on-line payment and booking system should be used.
- If the Inclusive Skating on-line system is not used then payments should be made by contactless card payment or bank transfer wherever possible.

DURING SESSIONS

- Work with the facility operator to establish traffic flow patterns to discourage gatherings.
- Skater should be encouraged to arrive “rink ready” wherever possible. This means getting changed for skating at home and putting on skates at the designated location.
- Warm-ups can occur outdoors in a safe area, where physical distancing can be followed.
- Encourage constant movement on the ice.
- All skaters must bring their own personal items (gloves, facial tissues, water bottles, etc.)
- All skaters should have defined physically distanced location within their designated field of play to rest and/or place personal items.
- Utilize defined fields of play for all sessions including class/group work.
- Use verbal cues and drawings on ice to enhance learning.
- Use verbal incentives and praises.
- No hands-on assistance unless a safety issue arises. Coaches and volunteers should use verbal cues when instructing students rather than physical contact.
- For team skating, consider side by side (individual) practice activities and exercises.
- Limit coach/skater contact during lessons.
- Coaches should ideally deliver sessions from off the ice or from the rink side.
- Lesson plans should be adapted to ensure skaters and coaches are practicing physical distancing.
- Facilitators should wherever possible be from the same household as the skater and at all times comply with the current government guidelines on physical distancing.
- Ensure that facilitators have the capability to control themselves and the skater at all times.
- Parents and Carers who are necessary for the care of the skater should be in close proximity to the skater at all times but should only be on the rink if this is absolutely necessary for the care of the skater.
- Parents and carers should be physically distanced from the perimeter of the rink wherever possible (no hanging on the barrier)
- Music should be at low level to avoid shouting.
- Sessions should be kept short (eg 1 hour) to limit time in the environment
- Outdoor contact activities for all ages can take place from 24th August in Scotland within an organised coaching or instructed sports session within the 'field of play'.
- Immediately isolate any potential Covid positive case and implement the protocol for the management of potential positive Covid cases and as agreed with facility operator

AFTER SESSION

- All cool down activities for skaters and/or groups should be organised in advance and performed at home or in outdoor safe area where social distancing can be followed
- All skaters and/or groups should be supervised during their departure to ensure that physical distancing is maintained.

- Departure times from the rink surface should be staggered and exits identified to ensure that physical distancing is maximised as far as possible.
- At the end of each session ensure that all equipment and surfaces are disinfected. This should be done according to the rinks protocol on how to keep the environment safe.
- Encourage all participants to clear the area for the next session with alacrity.

INCLUSIVE SKATING ACTIVITY SESSIONS

These are linked to the operational guidelines produced by ice rinks. Following appropriate venue risk assessments and incorporating appropriate supervision ratios the recommendation is 25sqm per skater. Fields of play should have 2m clear between them to ensure bubbles are contained.

60 x 30 rink in with rounded barriers at corners and 25 sqm per person = 70 to include all coaches, facilitators, supervisors, skaters etc on the rink. This maximum is subject to guidelines on numbers and households that can meet. For example, in Scotland when ice rinks open on 31st August 2020, a 'field of play bubble' can be created whilst a sporting activity is taking place, in effect suspending Scottish Government household number guidelines for the duration of the activity. The appropriate numbers within this guidance and as stipulated by the facility operator. Normal household guidelines will however apply before and after the activity takes place for those aged 12 years and over.

ACTIVITY SESSIONS WITH GROUPS

- Coaches should NOT combine different ability levels together if possible
- If groups are organised into large groups with only one coach or volunteer then a maximum of 6 groups of 10 skaters in separate fields of play on a 60x30 m ice pad to ensure that physical distancing is maintained between groups
- Group sizes may vary and fields of play adjusted accordingly
- Fields of play as viewed from above should remain physically distanced at all times
- Skaters who are resting between activities should be physically distanced and have a defined zone identified in advance for this purpose
- Activities may be staggered in time between groups to maximise social distancing wherever possible.
- Coaches/ Volunteers should use cones or water-soluble marker pens to draw out circles and guidelines for skaters to follow or have facilitators guiding individuals who cannot follow visual markers.
- Coaches/Volunteers should group skater's dependent upon their skating strength and if appropriate the additional needs of the individual skater.
- Coaches should collaborate with volunteers, helpers, assistant coaches, ice marshals etc to ensure that all necessary assistance is provided.
- For Badge 1 (and above if necessary) use the Inclusive Skating Tier 1 off ice programme and Inclusive Skating safety course prior to skating activity to go through basics. Skating

basics include: basic skating movements, sitting down & getting up safely to reduce contact and guidance on how to tie up skates correctly to ensure all skates are properly fitted. Basics should be covered before leading any group or individual to rink. In addition, skaters should be advised on how to use barriers and skating aids if necessary to reduce any falls etc.

- Coaches should aim to keep the pupils moving during lesson
- Each individual rink facility operator is to determine how best to subdivide/utilise the ice space dependant on the level being taught & the numbers within the group
- **MAXIMUM NUMBER OF SKATERS PER SUPERVISED GROUP - 10.**
- Use hockey circles, soluble marker pens & cones and facilitators to help with social distancing. When using a circle put weaker skaters on inside & stronger skaters on outside to assist social distancing.

ACTIVITY SESSIONS WITH INDIVIDUALS

- An Accredited Inclusive Skating Safety Officer with relevant Covid-19 safety training (“The Safety Officer”) should supervise each session. The Safety Officer should ensure that they are up to date with central or local government recommendations. Sport Scotland have now produced a Covid 19 Officer e-learning module that can be accessed here: <https://sportscotland.org.uk/covid19-officer-training/>
- The Safety Officer will also have a key responsibility to liaise with the rink operator and be aware of the rules and guidance set by the facilities used.
- The Safety Officer should discuss and communicate with all participants and rink operators any changes that may affect access.
- When determining skater ratios the Safety Officer should consider the advice on guidance and assessing risk in the rink alongside and in collaboration with the rink operator. This should include consideration of the maximum number of households permitted.
- The Safety Officer should review current first aid requirements with the rink. In addition to the standard legally required items the kit should contain: gloves, resuscitation masks and masks for general first aid.
- All individuals should be supervised and the environment controlled at all times. Maximum of 70 participants on ice at all times in 60x 30 rink. At all times each participant must have a minimum of 25sqm and the numbers on the rink should be adjusted accordingly.

These figures are guidelines and a maximum. Differing levels and meeting the needs of skaters may require more space and the numbers may be adjusted accordingly.

- If the sessions do not follow this Inclusive Skating Covid-19 Safety Policy then the British Ice Skating (or relevant NGB guidelines) for patch use should be followed. The BIS

guidance is that a maximum of 28 participants on 60 x 30 and 20 participants on 56 x 26 rink should apply on patch ice.

- Coaches should teach from barrier / off ice where safe to do so (avoid touching barrier)
- Coaches and volunteers should use water soluble marker pens to draw out guidelines / meeting point for skaters and facilitators to follow
- Ice surface should be re-surfaced more frequently if possible due to skaters falling, blowing of noses (into tissues) & drinking by the barriers & the risks they carry
- Suggest skaters arrive “rink ready”.
- All skaters must bring their own personal items (gloves, facial tissues, water bottles, etc.)
- Use tape/ numbered seats to mark areas where skaters can put on/take off skates, if necessary. Use open areas like outside, lobbies, hallways, spectator areas, etc
- Keep all personal equipment in a secure bag or leave it in the car.
- Limit coach/skater contact during lessons. Coaches and volunteers should use verbal cues when instructing students rather than physical contact.
- All warm-ups should be done outside of the building, weather permitting where possible & if safe to do so.
- Encourage constant movement on the ice where this is safe to do so
- NO jump skate harness work to be carried out during COVID restrictions under any circumstances
- Off ice training sessions outdoors can continue as long as social distancing is in place and is in line with government guidelines and the relevant sections of this policy.

ACTIVITY SESSIONS WITH TEAMS

Teams include all pair skating, ice dance couples, synchro duets, trios, quartets, small groups or teams.

- Skaters must try to keep a 3-5 metre distance at all times to allow for movement errors
- **NO** touching whatsoever **UNLESS** pair, ice dance partners, synchro groups of whatever size live together in same household or the current government guidelines permit touching. Within Scotland, children under the age of 11 do not need to socially distance. Children age 17 and under do not need to socially distance when 'in the field of play' (on the rink). Once they leave the ice socially distancing is required.

***The guidance above will constantly be reviewed in line with government guidelines**

COACHING/ VOLUNTEER RATIOS

Coaches working with young people or vulnerable persons should not work in isolation and should at all times follow the Inclusive Skating Safety Policies, including the Accreditation and Facilitation Policies. It is important to have the correct level of supervision from a health and

safety point of view so that coaches and volunteers reduce the risk of injury to skaters and ensure adequate cover remains in case of an emergency.

Good practice means at least one other adult in addition to the coach should be present at every session to supervise. The additional adults do not need to be qualified coaches if the ratio of coaches: skaters are met. During all inclusive Skating sessions each inclusive skater must have a parent and/or carer present at all times. This considerably reduces the risks as the parent and carer is available at all times to resume care of the skater in an emergency.

Participants aged under 18 should not be included in the minimum staffing ratios even if they have coaching qualifications. Parents/carers should also not be included in minimum staffing supervision ratios unless they are acting in a specific role and not solely in the role of carer.

The level of supervision should take account of the:

- Ability and experience of the skaters.
- Age and any disabilities or special requirements of any of the young people or vulnerable persons
- Activity being undertaken.
- Geography of the facilities being used (i.e. restricted access to rink or off-ice facility).
- Risk assessment of the activity and facility.

When working with groups of children under 8 years of age government guidance in England states clearly that there should be one supervising adult for every 6 children (Care Standards Act 2000).

When working with young people aged over 8 years old the ideal teaching/coaching ratio is one fully qualified volunteer activities supporter/ teacher/coach for every 15 skaters.

However, during the current situation Inclusive Skating are recommending two fully qualified volunteer/safety officer/coaches with relevant first aid training are available due to the increased risk. If there is an accident or an incident this may mean a member of staff has to provide first aid and the remaining skaters must be adequately supervised.

Coaches and Safety Officers should complete their own risk assessments in collaboration with the rink operators to ensure the assessments are suitable and sufficient. Risk assessments are a requirement as a coach and a Safety Officer and demonstrates good practice.

Guidance for coaches, leaders, personal trainers, and instructors is available at <http://www.sportscotland.org.uk/covid-19/getting-your-coaches-ready-for-sport/> Getting your coaches ready for sport .

For advice and support on any issues relating to the operation of activities contact Inclusive Skating via their website

<https://inclusiveskating.org/>

SAFETY OFFICER (COVID-19 OFFICER)

Inclusive Skating Accredited Safety Advisor and COVID-19 Officer

A Covid-19 officer should be appointed to supervise every Inclusive Skating Activity. The Covid-19 Officer should also be an Accredited inclusive Skating Safety Advisor. Hereinafter referred to as the Safety Officer.

The Inclusive Skating Accredited Safety Advisor and Covid-19 Officer (Safety Officer) is the key resource and contact for all Covid-19 related matters for the safety of relevant Inclusive Skating activities and will be responsible for liaising with key stakeholders and other organisations in relation to the response to Covid-19. They promote clear and effective communication channels and ensure all participants feel supported and have someone to go to should they have any questions or concerns. They have the key responsibility to liaise with the coaches, participants, patrons, Inclusive Skating medical officer etc. to implement the rules and guidance set by the government, Inclusive Skating and all relevant governing bodies. They should be up to date and aware of central or local government recommendations. The Covid-19 Safety Officer should also be responsible for the risk assessment of the planned activity.

Your skills

- You will be a good listener with excellent interpersonal skills
- You will be reliable and proactive with a positive and diligent approach
- You will be an excellent communicator with good verbal, written and IT skills
- You will have passed the Accredited Inclusive Skating Safety Advisor course
- You will have undertaken the additional Covid-19 Safety training where available.

What do we expect from you?

- When determining skater ratios rinks and Safety Officers should consider the advice on guidance and assessing risk in the rink and facility.
- Check all necessary PPE and disinfectant is in stock and ready to use, order any items you might need for each session in advance.
- Encourage all coaches and volunteers to deliver from the rink side wherever possible.
- Review current First Aid advice and follow guidelines as appropriate - <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>

- Produce and record full and accurate registers which should be kept for all training sessions, including contact details with names and telephone numbers for participants. The contact information should be held separately and securely on the Inclusive Skating platform wherever possible. Personal contact details must be stored securely and in accordance with GDPR. Separate registers may be maintained for attendance and contact details.
- Implement a robust procedure for participants that allows the gathered register to be used for communicating with participants according to current guidelines and the Health Safety Policy.
- implement a robust procedure for an individual to agree that they do not have Covid-19 symptoms and that they will follow all relevant Covid-19 policies (written consent is not required)
- Anyone participating in the activity should proactively and regularly check their health status at the time of booking, before they come to the rink and upon arrival. Anyone who is feeling ill or may spread Covid-19 should not come to the rink and/or participate in the activity.
- Place signage at the activity entrance to ensure that participants agree to the relevant Covid-19 safety policy immediately prior to the activity taking place.
- If participants don't agree to follow the relevant policies then they should not take part in the activity. Be prepared to say No.
- Liaise with and support the local facility and rink operator to implement a safe environment and implement changes as required to ensure a safe system of working and implement the protocol for the management of a potential Covid positive case on site.
- Act as a main point of contact for all members with regards to Covid-19.
- Oversee the implementation of the relevant risk assessments.
- Keep up to date with the latest Government advice and guidelines on Covid-19.
- Regularly review the risk assessments and safety documents for the activities and to recommend changes when necessary.
- Support the Chair, Welfare Officer and/or Coaches and any persons in position of responsibility for the relevant Inclusive skating activities with any Covid-19 related issues.
- Advise any relevant committee on the effectiveness of the Covid-19 risk assessments and other documentation and seek advice and guidance where required.
- Communicate to all participants the new expectations and guidelines for "Return to Skating" prior to the first day. Review as necessary.
- Advise all participants on any new policies or protocols before arriving at the venue.
- Schedule activities to allow for skaters to exit and enter with minimal overlap or contact.
- Identify, educate and train all volunteers or coaches on roles at the rink to reinforce expectations and guidelines.

Level of commitment required

This will vary according to each activity but could involve some ongoing weekly responsibilities and regular attendance at training sessions.

What will you gain from the experience?

This is currently an extremely vital role and central to all current activities. As well as demonstrating your ability to establish clear and effective communication channels, it is an opportunity to take on a new and rewarding challenge. Working as part of a team your role is to offer support and guidance on Covid-19 related matters in order to preserve and maintain the health and safety of all participants.

RETURN TO TRAINING GUIDANCE

All participants should follow the Inclusive Skating Safety Policy at all times. This Covid-19 guidance is intended to supplement that policy and highlight specific issues that arise as a result of the Covid-19 pandemic and the shielding and isolation that may have been experienced by many participants in the community.

- All participants should be sensitively and carefully re-introduced to any activity. Be mindful that many participants may have been isolated for a considerable period of time and may be fearful and anxious.
- Assess psychological readiness with return to the training prior to the activity taking place and again in the general Warm-up. Even skaters who appeared ready to return may have mis-givings and anxieties just at the time when they return to skating activities
- Participants may be concerned about the loss of skills or transfer from in-line to ice skills so be sensitive and allow the skater time to adjust and build confidence.
- Acknowledge participants fears and anxieties and be supportive at all times.
- The main priority is returning to training with safety at the forefront of any training undertaken to minimise any risk factors (injury, physical & psychological overload).
- Encourage disciplined focus and concentration, being mindful that many participants have reduced concentration and may have delayed response.
- Provide guidance to participants in advance of the session to allow participants to adjust to the new normal. Participants may have difficulty in adjusting to changes and may need additional time and support to adjust to the new normal.
- As always encourage building on foundation skill elements in a planned manner to allow skill development to build safely.
- Ensure participants have the flexibility, strength, and timing before trying more progressive/complex skills. If participants cannot perform simple skills with good technique then build foundation skills rather than progressing to more complex skills.
- Liaise with other volunteers and coaches in the rink to maintain social distancing whilst on the ice.
- Set realistic activity and weekly goals with your skaters, be smart and patient in your progress.
- Focus on “Gradual progressive technical building blocks”.
- Stay present. It’s easy to go back to ‘what could have been’ or ‘what you could do before’. Be mindful about this type of ‘time travel’ and stick with what is now.
- Monitor body soreness and additional needs and adjust accordingly.
- Assess current level of fitness (off and on ice) and any additional individual risk factors.

Coaches and instructors working with children should familiarise themselves with the additional considerations developed by Sport Scotland on safeguarding and Children 1st: <http://www.sportscotland.org.uk/media/5774/cyp-return-to-sport-after-covid-19.pdf> Child Wellbeing and Protection Considerations.

HEALTH AND SAFETY (COVID-19) AGREEMENT

Participants (or the responsible person on their behalf) should agree at the time of booking and again immediately prior to the Inclusive Skating activities that: -

1. If they have had a confirmed Covid-19 diagnosis that they are fully recovered, completed all necessary quarantine requirements and that are confirmed as being fit to return to training.
2. If they had known exposure to anyone with confirmed or suspected COVID-19 in the last 2 weeks (e.g. close contact, household member) or immediately prior to the activity that they will not take part in the activity and will follow all relevant government guidelines.
3. They have not experienced any symptoms (listed below) in keeping with COVID-19 in the last 14 days?
 - Fever
 - New, persistent, dry cough
 - Shortness of breath
 - Loss of taste or smell
 - Diarrhea or vomiting
 - Muscle aches not related to sport/training
4. If they experience any of these symptoms during the activity that they will not take any further part in the activity and will follow all relevant government guidelines.
5. They have not been advised as a result of an underlying medical condition that they should not be taking part in such activities
6. If they or any member of their household is in the “at risk” or “shielded category” that they are following the relevant government guidelines and that it is safe for them to participate in the relevant activities.
7. Written consent is not required.

The self-declaration form for participants should state:

- *I do not currently have symptoms of COVID-19 (new persistent dry cough, fever, loss of taste or smell)*
- *I have not had a positive test for COVID-19 or onset of symptoms of COVID-19 in the last 10 days. (Individuals who have completed their period of isolation (10 days) and have no remaining symptoms (other than a dry cough or loss of taste or smell which can last for some time) may return to normal activities)*

- *No member of my household has had symptoms of COVID-19 or has tested positive for COVID-19 in the last 14 days*
- *I have not been contacted by a contact tracer from the Test, Trace and Protect Programme and told to isolate in the last 14 days as a contact of someone with confirmed COVID-19*
- *I have not returned from a country outside of the UK in the last 14 days, other than those on the exempt list*

RETURN TO INCLUSIVE SKATING SESSIONS

There are many issues to consider before restarting Inclusive Skating sessions. Here are some:

1. Contact skaters to determine if they or any member of their household is in the “at risk” or “shielded category” and that it is safe for them to participate in the relevant activities.
2. Identify the number of skaters able and willing to participate (and it follows from that the viability of the session can then be gauged.)
3. Communicate with the facility operator to confirm access
4. Review risk assessments for potential activity
5. Identify with facility operator an agreed timetable and operational plan for phased return to activity
6. Communicate with participants the agreed timetable for return to sessions
7. Hold remote meetings with all participants to ensure that all are aware of their responsibilities and the relevant safety procedures prior to the return to rink activities.
8. Access site specific training through the facility operator
9. Review the risk assessment after communication with all participants to ensure that any additional needs or actions that have become apparent are mitigated or actioned as necessary.
10. It is a mandatory requirement that sport facility operators collect the name, contact number, date of visit, time of arrival, and where possible the departure time of all those attending facilities or activities. Where attending as a small household group, the contact details for one member – a ‘lead member’ – will be sufficient.

RISK ASSESSMENTS

A risk assessment identifies what harms could result from an activity or situation and what control measures and risk mitigation measures are needed. Conducting a risk assessment involves thinking about all activities that are taking place, what could go wrong and what can be done to stop it going wrong. Risk assessments improve awareness of current risks and strategies to overcome known risks.

During the Covid-19 pandemic all Inclusive Skating activities should have a documented risk assessment. An Inclusive Skating risk assessment template with additional risk factors Covid-19 is available. The risks identified are not comprehensive and must be reviewed, and adjusted accordingly, for each and every Inclusive Skating activity and for every participant.

The risk assessment should be conducted at the earliest opportunity. The earlier it is conducted the easier it will be to plan and implement control measures.

Whilst the facility and rink will have their own risk assessments by law; it is important for the Inclusive Skating Safety Officer and all coaches to also complete separate risk assessments for all activities to ensure the safety of all skaters and participants. The risk assessment for the activity is in addition to the individual risk assessment for every inclusive skater. Parents and carers retain their responsibilities too and they should conduct their own risk assessment of the activity for their skater. A full and open dialogue between all participants is to be encouraged when conducting risk management. This ensures safety for all and ease of mind for all participants.

Insurance cover is conditional on adequate risk assessments being carried out.

SAMPLE LESSONS

The Inclusive Skating Badge program and associated training videos are available on the website and on You-tube. The off-ice badge Tier 1 program provide guidance on a suitable protocol for the introduction of all skating activities. The Tier 2 and Tier 3 Badge programs provide a suitable skill progression pathway for the building of fundamental skating skills. Sample lessons are available to view on the You-tube in-line skating playlist.

<https://inclusiveskating.org/technical/tests-and-skills-badge-structure>

<https://www.youtube.com/channel/UCdkgP0YdS99OYr0gz7vwWdA>

MEDICAL OFFICER

Inclusive Skating may appoint a Medical officer to support the implementation of all relevant medical policies, including Covid-19, when this is practicable and a suitably qualified volunteer is available.

ATHLETE RETURN POST COVID

Skaters should ensure that they are fully recovered prior to return to training, at least seven days symptom free and between 10-14 days post-symptom onset prior to returning to physical activity.

<http://www.sportni.net/sportni/wp-content/uploads/2020/07/SNISI-Return-To-Sport-in-the-athlete-post-COVID-19.pdf>