



# Active Schools Preparing Coaches & Volunteers for a return to Sport

As sports begin to plan for restart, we recognise the significant contribution sport and physical activity makes to the children and young people's health and wellbeing and the important role coaches & volunteers play in making sport happen across Dundee.

## PLAN

- Be aware of current guidelines regarding your sport.
- Be aware of what equipment and space is available.
- Arrange an induction with ASC.
- Complete and be familiar with risk assessment.
- Be aware of the ratios you are working with. Please follow the education and NGB guidelines.
- Know what PPE is available and where it can be found.
- Advise participants to arrive exactly on time, not early, to limit waiting time.
- Following guidance for phase 3, only outdoor extra-curricular sport will take place. In the event of severe weather, sessions may need to be cancelled.

## PROTECT

### Before

- It will be communicated in advance to participants that they must not attend the session if self-isolating/symptomatic.
- Make sure all pupils have returned their consent form. No pupils are simply allowed to turn up without consent.
- As a coach, consider appropriate hand washing/sanitising before, during and after the session, as well as participants.

### During

- Make sure track and trace register is up to date and completed every session.
- Carry out verbal screening prior to each session. Ask participants if everyone is feeling well and if anyone is displaying any symptoms of COVID-19 –

ideally this should be done on a one to one basis as participants arrive and not in the whole group setting.

- Try to give all participants their own equipment eg. ball, racquet, bat. Check current Scottish Government guidance on the use of shared equipment.
- If over the age of 12 adhere to current social distancing policies and relevant group ratios.
- First Aid – consider any extra precautions taking account of hygiene and social distancing requirements, Liaise with school on first-aid procedures and your role within this. I.e. mask, gloves and apron when administering first aid.

### **After**

- In between/after sessions please allow for a 10minute cool down period for equipment to be wiped down.

## **REVIEW**

- Was your session as safe as it could have been?

## **ILLNESS PROTOCOL**

### **Before session**

If you become unwell at any point before the session you should immediately self-isolate and contact the school to cancel the session. Inform your ASC.

### **During session**

If you become unwell during the delivery of your session and start to experience COVID-19 symptoms you must alert another member of staff immediately. The class will/should be cancelled, and relevant actions will be taken. Please inform your line manager immediately. Avoid taking public transport home where possible.

### **After session**

If you become unwell within 48 hours of the session, you must then follow government guidelines for self-isolating and testing.

## **TEST & PROTECT PROTOCOL**

- If someone who has attended your club activity develops symptoms of COVID-19, they should follow the Scottish Government's 'test and protect' guidelines
- It is not the responsibility of the Active Schools team to inform members if someone at the club has tested positive for COVID-19. This will be done by the NHS Scotland Test & Protect team.
- Contact details of all attendees may be required by NHS Scotland Test & Protect team.

- Data protection guidance should always be followed and personal details not held for any longer than is necessary.

**Documents to support the delivery of your session;**

Consent Form - liaise with ASC

Register (Track and Trace)

Health & Safety Checklist – indoor vs outdoor space

Code of Conduct