



## **Kingston AC and Momentum Sports Athletics Track Management Plan and Risk Assessment**

The following management plan would enable the re-opening of the track in line with HM Governments COVID 19 restrictions and England Athletics guidance.

The track and field areas would be split into the following zones:

**Zone 1** lanes 1-2 for endurance runners – recovery kit area to the side of the hammer cage outside the roped off area

**Zone 2** lanes 3-5 for 400 to 1500m runners - recovery kit area on outside of track next to the long jump run up

**Zone 3** lanes 6-8 for sprints 200m start to the finish line – recovery kit area 110m start line by the gym

**Zone 4** lanes 6-8 for sprints finish line to 200m start – recovery kit area 100m start area below the upper hammer cage

**Zone 5** Shot put area – recovery kit area grass area to the side of the circle

**Zone 6** High jump and lower cage - recovery kit area high jump area

**Zone 7** Javelin far end – recovery kit area grass area to the side of the run up next to the pole vault

**Zone 8: Upper Throws area – only to be opened when the work on the upper cage is complete**

**The following rules will have to be observed by all athletes and coaches:**

When entering the track everyone will be required to sanitise their hands.

You must not be someone who is in a high-risk group or who has been self-isolating

You must not be displaying any COVID-19 symptoms

People train at their own risk, KACPH, MS, RBK and PL accept no liability for any risk of people becoming ill following a training session.

Arrival and departure: Ample car parking spaces are available to ensure social distancing. Coaches and athletes to stay in the car park, maintain social distance, groups can enter the track area 5mins before their session is due to start and must leave within 5mins of the end of the booked session.

Changing rooms, showers and vending machines will not be available toilets will only be opened on an individual basis by staff **IN AN EMERGENCY**.

First aid: PL will provide first aid cover and staff will wear appropriate PPE equipment.

Athletes will be expected to bring their own refreshments / water.

Rubbish bins have been removed, please take your rubbish with you

Training groups: the number of people in each group set by latest government restrictions and to include coaches. Social distancing to be maintained at all times.

Parental / Guardian oversight: U16s will be required to have a parent/guardian/siblings onsite who will be required to **STAY IN THE CAR PARK** and maintain the required social distance from each family group at all times. No spectators will be allowed into the stands or track area.

Equipment: Only personal equipment to be used and handled by the coach or athlete. No track equipment to be used including hurdles.

No access to the high jump and pole vault mats, and the long and triple jump pits.

PL to rope off zones to ensure people stick to their zones and to reduce any misunderstandings / disputes which staff and people training should not have deal with.

Running: All running to be done in lanes 1, 4 and 7 only for flat runs, any hurdles that are needed to be within the sessions in Zones 2,3 and 4. These are only to be run in lanes 5 or 8 and runs only to take place when no-one is running within 50m of the athlete in lanes 4 or 7.

No overtaking during running sessions

Anyone who does not adhere to these rules will be asked to leave and will not be able to book future sessions.

## **Booking**

The track will not be open to the public, bookings will be managed via KACPH website, PL will have access to the bookings to ensure they know the expected number of people on site. Everyone who trains will have to provide the lead person for each session with a contact phone number in order to ensure we can track and trace people who have trained together.

Booking slots will be 80 mins with a 10 min gap to allow safe exit and entry by each group.

**The Track and field will be open from Monday to Friday 4.40pm to 9am.**

**Session 1 enter the track at 16:40 – 18:00 leave the track by 18:05**

**Session 2 enter the track at 18:10 – 19:30 leave the track by 19:35**

**Session 3 enter the track at 19:10 – 21:00 leave the track by 21:05**

Individuals will only be able to book one zone at a time and must remain in their zone throughout their training session.

All bookings to be requested via [KACPHBooking@gmail.com](mailto:KACPHBooking@gmail.com)

Bookings will be open via the Club website on a rolling 7 day booking process with the roll over at 8am each morning to ensure fair booking opportunities for all.

### **Payments**

- Pay As You Train - Pay for each session individually. Contactless only payments will be taken through the window of the reception area.
- Club members will be asked to take out a PL track membership to reduce the amount of people who need to pay on the day. However this system is still be put in place.
- All Momentum payments will be taken either online or contactless for these sessions

Please remain 2 metres apart in the queue and observe social distancing

August 2020

**COVID 19 Risk Mitigation**

**Venue** Weir Archer Athletics Track, Kingston    **Activity:** Athletic Training Sessions    **Persons involved** Athletes/Coaches/Parents/Visitors to Site

Potential hazards	Who is at Risk	Controls Required	Any further actions/venue specific risk	Risk rating after measures
Spread of COVID 19 (Coronavirus)	Athletes, Coaches, Parents, Staff & Anyone who visits the Track	<p>Social Distancing – follow and promote Public Health Guidelines issued by Government.</p> <p>Exercise in group numbers which adhere to government guidelines. NB: An athlete’s coach counts as 1 person if he/she is present at the track.</p>	<p>Use clear signage to provide guidance and to display requirement (i) to maintain required social distance; (ii) not to exercise in any group larger than government / NGB guidelines</p> <p>Prohibit spectating (unless strictly necessary due to age or needs of athlete, and in any event by only one parent/guardian/carer who must remain in the CAR PARK.</p> <p>Prohibit any congregation within the site or at the entrance gate.</p>	As Low as Reasonably Practicable
Spread of COVID 19 (Coronavirus)	Athletes, Coaches, Parents, Staff & Anyone who visits the Track	Avoid touching commonly touched surfaces	<p>Everyone to sanitise their hands on entry to the track</p> <p>Warn people to minimise or avoid touching outdoor surfaces such as handrails by the track (or elsewhere) and to minimise touching</p>	As Low as Reasonably Practicable

			<p>door handles or indoor surfaces.</p> <p>Remind people to use wash hands or use hand sanitiser as soon as possible after touching any surface and to avoid touching face, eyes, nose or mouth.</p>	
Spread of COVID 19 (Coronavirus)	Athletes, Coaches, Parents, Staff & Anyone who visits the Track	<p>Restrict number of people who may be present in any indoor space to 1 person only.</p>	<p>Close changing rooms and connected toilets.</p> <p>Prohibit entry to the centre by public.</p> <p>Toilets only open for emergency and to be used by 1 person at a time, entrance locked only to be opened by staff.</p>	As Low as Reasonably Practicable
Spread of COVID 19 (Coronavirus)	Athletes, Coaches, Parents, Staff & Anyone who visits the Track	<p>Avoid overlap between incoming/outgoing track users. Require that track user(s) and/or their coach leave site strictly by expiry time of booked slot.</p> <p>Communicate that requirement clearly and firmly to all athletes/coaches/parents</p> <p>Leave suitable gap between end of booked slot and</p>		As Low as Reasonably Practicable

		beginning of next slot to avoid overlap between outgoing/incoming track users.		
Spread of COVID 19 (Coronavirus)	Athletes, Coaches, Parents, Staff & Anyone who visits the Track	Handling money No cash transactions. Require payment online or via contactless payment.	PL to manage contactless payments through reception window  PL to enable online payment for sessions.	As Low as Reasonably Practicable
Spread of COVID 19 (Coronavirus)	Athletes, Coaches, Parents, Staff & Anyone who visits the Track	Only personal equipment to be used.	No centre equipment to be made available	As Low as Reasonably Practicable
Spread of COVID 19 (Coronavirus)	Athletes, Coaches, Parents, Staff & Anyone who visits the Track	Take all rubbish home	Bins removed	As Low as Reasonably Practicable
Spread of COVID 19 (Coronavirus)	Athletes, Coaches, Parents, Staff & Anyone who visits the Track	Hydration – bring own drinks	Vending machines closed	As Low as Reasonably Practicable
Spread of COVID 19 (Coronavirus)	Athletes, Coaches, Parents, Staff & Anyone who visits the Track	Call staff to deal with any first aid issue.	First Aid – Staff to wear PPE when attending to anyone	As Low as Reasonably Practicable
		Follow government guidelines in regard to clinically vulnerable people. People who have had or living with people who have had COVID 19. Warn Athletes, Coaches, Parents, Staff & Anyone who visits the Track that if they have any COVID 19 symptoms they must not book or attend sessions.		

