



BOURNE CLUB

COVID-19 RESPONSE INFORMATION

24 September 2020

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General

The Information contained in this Club Policy has been produced using Government regulations on the easing of lockdown restrictions and guidance from the relevant National Governing Bodies. (NGBs)

All measures put in place to enable activity to be resumed have the capability of being flexed or changed quickly if tighter movement/social distancing is reintroduced in the future or when the restrictions are further relaxed. Anyone wishing to suggest changes or amendments to this Policy is invited to write to manager@bourneclub.co.uk

This Policy is reviewed daily and republished as required

Leadership and management

- COVID-19 Officer
 - The Club's appointed Covid-19 officer is the Club Manager

References

Government regulations

- Staying alert and safe (social distancing)
 - Updated 22 September 2020
 - <https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing-after-4-july>
- Providers of grassroots sport and gym/leisure facilities
 - 18 September 2020
 - <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>
- Coronavirus (COVID-19): guidance on the phased return of sport and recreation
 - 18 September 2020
 - <https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation>
- Reopen your business safely during coronavirus (COVID-19)
 - <https://www.gov.uk/coronavirus-business-reopening/y/fitness/over-4/yes/yes/for-work/yes>

- **Face coverings: when to wear one and how to make your own**
 - Updated 23 September 2020
 - <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>
- **Test and Trace.**
 - Updated 18 September 2020
 - <https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace>
- **Providers of grassroots sports and gym/leisure facilities**
 - <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>

National Governing Bodies (NGB) guidance

- Sport England
 - Coronavirus: what happens next?
https://www.sportengland.org/how-we-can-help/coronavirus/coronavirus-what-happens-next#your_questions_answered
- Lawn Tennis Association (LTA)
 - COVID-19: RETURN TO PLAY
 - Version 5.2 – Published 23 September 2020
 - <https://www.lta.org.uk/globalassets/venue/support-your-venue/documents/lta-guidance-for-tennis-venues---covid-19.pdf>
- England Squash
 - Guidance and resources for clubs, venues and coaches for the return to play
 - updated 23 September 2020
 - <https://www.englandsquash.com/news/england-squash-coronavirus-statement>
- Badminton England
 - Guidance for clubs, venues and coaches
 - updated 23 September 2020
 - <https://www.englandsquash.com/back-to-squash/guidance>

The Club

- **Opening Times**
 - [NEW] The Club is open:
 - [NEW] 06:30 – 22:00 Monday to Saturday
 - [NEW] 08:00 – 22:00 on Sunday
 - [NEW] **Members must have left the Club by 22:00**
 - For times of specific facilities please look at the membership and booking system.
- **Communication**
 - In person
 - The Club office is open, and you can pop in to talk to a member of staff
 - By E-mail
 - For all general enquires please e-mail information@bourneclub.co.uk and a member of the staff team will get back to you ASAP
 - By Phone
 - For all general enquires please call 01252 716144
- [NEW] **Access and arriving at the Club**
 - The main front door is to be used for entering and leaving the Club.
 - On entering the Club buildings everyone must use hand sanitizer.
 - [NEW] The side gate is only for exiting the Club, use the open button on the wall
 - [NEW] The disabled access door is now operational with the use of a fob
- [NEW] **Test and Trace**
 - The Club must participate in NHS Test and Trace, when entering the Club everyone must swipe their key fob on the fob reader opposite the reception hatch. Do not let other members into the club.
 - Guests and members that have forgotten their keyfobs must fill out a Test and Trace form before entry to the club. This can be collected from the office hatch.
 - If you have been instructed to self-isolate by Public Health England you are not to attend the Club
- **Displaying Covid-19 symptoms**
 - If you are displaying Covid-19 symptoms you are not to enter the Club, stay at home and follow Gov instructions.
- [NEW] **The Club Lounge**
 - The Lounge is open with reduced seating for a maximum of 30 members to socialise at any one time.
 - Do not move the tables, members may sit in maximum groups sizes of 6
 - Booking screens in the Club lounge are not in use

- **[NEW] The Main toilets, changing room and showers**
 - The toilets are open
 - The changing rooms are open, access is only by the back door, not via the old hall
 - The showers are open, but members are advised to shower at home.
- **The CafeBar**
 - **[NEW] Open 0930 – 21:30 every day**
 - **[NEW]** Table service is the only way to order anything from the CafeBar, such as food or drinks, but also includes merchandise such as tennis balls
 - **[NEW]** To call for table service please wave at the member of staff on duty behind the Bar. If you are outside in the garden, please call the Club office phone on 01252 716144. A member of staff will come to your table and take your order.
 - We have gone cashless, please top up your member account to buy drinks and snacks.
 - You are welcome to consume drinks and snacks in the garden or in the Club Lounge
 - Please put your rubbish in the bins provided and return your empty glasses and cups to the kitchen hatch
 - Please do not bring in your own drinks
- **Social distancing**
 - Always stay at least two meters away from other people. (including during play, when taking breaks and before and after play)
- **[NEW] Face Covering**
 - **[NEW]** With immediate effect, it will be essential for everyone to wear a face covering inside Club buildings.
 - **[NEW]** The policy does not apply whilst taking part in sport and exercise, you are also exempt if you are eating or drinking in the Cafebar / Club lounge
 - **[NEW]** The Bourne Club considers that the responsibility of wearing a face covering sits with individuals and we expect all our members, visitors and contractors to adhere to this requirement where possible and or practical.
 - **[NEW]** Please be mindful and respectful towards members of our community who, due to individual circumstances, may be unable to wear a face covering; their reasons may not be visible to others.
 - **[NEW]** Please note there are situations where you might see Staff or Contractors using masks as we must mitigate against additional risk; for example, when working within 2 meters of each other.
 - **[NEW]** Coaches and sport professionals should wear a face covering if they are not participating in sport.
- **First Aid and the Defibrillator**
 - **[NEW]** First Aid and the Defibrillator is now located in Club house lounge

- **Casualty evacuation equipment**
 - [NEW] The Stretcher and wheelchair is now located in the disabled toilet
- **Outdoor Handwashing facilities**
 - Handwashing facilities are available adjacent to courts 1 & 2, please observe social distancing rules (2m)
- **Mobilise Sports Injury Clinic**
 - The Clinic is now open.
 - If you have bookings with Sam Harwood in the Clinic, please check with Mobilise Sports Injury Clinic for their COVID 19 control measures as they may differ to the Club, due to the nature of the services provided.

Outdoor Tennis

- **What is open?**
 - Outdoor Tennis courts 1 to 5 are open for Members from 7am Monday to Friday and 8am on Sunday.
- **Bookings**
 - Booking continues in the normal way via the membership and booking system: <https://bourneclub.clubsolution.co.uk/newlook/default.asp?f=skiftprefix>
 - You DO NOT need to log in when you arrive at the Club
- **Access**
 - Access to the courts is via the normal front door, not the side gate.
- **Playing tennis**
 - Both singles play and doubles play is now permitted with people from outside of your household, as long as you remain 2 meters apart as far as possible – meaning that four people from different households can now play doubles
 - **[NEW]** Members may turn on lights as required.
 - Stay at least two meters away from other players (including during play, when taking breaks and before and after play)
 - Do not make physical contact with other players (such as shaking hands or high five)
 - Avoid chasing the ball down to another court if other players are using it
 - For doubles, consider agreeing in advance which player will take the shot if a ball travels to the centre of the court
 - For coached sessions, pay careful attention to the instructions of the coach
 - Please respect Members playing on adjacent courts and observe social distancing rules (2m) at all times
 - Please allow players sufficient space to vacate a court before entering
 - Players should bring their own equipment; it is advised to avoid the use of communal rackets or tennis balls (new balls available for purchase as detailed above)
 - Members playing on the clay courts are asked to drag the court as per current Club policy; please wash your hands before and after doing so

○ Club Sessions

- Some Club sessions are running.
- All bookings are to be made via the Class module on the Membership and Booking System.
- <https://bourneclub.clubsolution.co.uk/newlook/default.asp?f=siftprefix>

Quick book

- Book Class
- Book Courts

Your bookings

- Outdoor Tennis: Court 3 (porous acrylic)
Sun 26. Jul 2020 10:00 - 11:00
- Outdoor Tennis: Court 4 (porous acrylic)
Fri 31. Jul 2020 17:00 - 18:00

Your Memberships

- Gold Adult
Valid 1 Jul 2020 - 30 Jun 2021
[VIEW DETAILS](#)

From Date: 24-07-2020

Select Class type | Select Coach | Select Weekdays | Clear Filter

Classes from 24. July.

Classes | Season Classes

<< 1 week | < 1 day | Today | 1 day | > 1 week >>

List | Gallery | Calendar

Tuesday 28. July 2020

- Tuesday Tennis Club Night**
Tue 28. Jul 2020 19:00 - 22:00
The Bourne Club | Alex Fricker
[View](#) Closed

Wednesday 29. July 2020

- Back to Squash**
Wed 29. Jul 2020 09:00 - 09:45
The Bourne Club | Gary Hales
[View](#) Closed

Tuesday 4. August 2020

- Tuesday Tennis Club Night**
Tue 4. Aug 2020 19:00 - 22:00
The Bourne Club | Alex Fricker
[View](#) Closed

Thursday 6. August 2020

- Tennis Mix In**
Thu 6. Aug 2020 10:00 - 12:00
The Bourne Club | Alex Fricker
[View](#) Closed

Tennis Coaching

- Individual lessons are allowed.
- Tennis group coaching is now available via the booking system
- **[NEW]** Where attendance of a parent/guardian (non-participant) is required, or a carer for a disabled player, it is permitted, but should be off court and limited to one per player where possible
- **[NEW]** Supporters, parents, and other spectators should remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six person gathering limits and spread out, in line with wider government guidance

Squash courts

- [NEW] **What is open?**
 - Squash courts 1 to 4 are open for Members from 8am to 10pm.
 - Squash court changing rooms, toilets and showers are remaining closed. Please use the main facilities instead.
- **Bookings**
 - Court booking times have been adjusted to reduce member contact during crossover time
 - Booking continues in the normal way via the membership and booking system:
<https://bourneclub.clubsolution.co.uk/newlook/default.asp?f=siftprefix>
 - You DO NOT need to log in when you arrive at the Club
- **Access**
 - Access to the courts is via the normal front door, not the side gate.
- [NEW] **Playing Squash**

Squash England have approved 5 different ways to play squash

 - **Match play / Full squash** game Players from the same household or support bubble can play 'normal' squash as they would have previous to COVID-19.
 - [NEW] **Squash Bubbles**
 - Members from different households may form 'squash bubbles' and play full-court matches, although modifications and additional hygiene measures will be required.
 - [NEW] What is a 'squash bubble'?
 - [NEW] Squash bubbles consist of a maximum of six players from different households.
 - [NEW] Players within a 'squash bubble' are permitted to play full-court matches with enhanced hygiene protocols which will be explained to those that want to form a bubble.
 - [NEW] To form a 'squash bubble' everyone that would like to be in the 'bubble' must e-mail the COVID-19 officer (manager@bourneclub.co.uk) with all the names of the people that are going to be in their 'bubble'.
 - [NEW] The COVID-19 officer will keep an up to date list of players (including relevant contact details) in each bubble and ensure players are only part of one bubble at a time (i.e. they cannot play across multiple bubbles).
 - [NEW] If a player wishes to switch bubbles, they must inform the Covid-19 officer and take a 7-day break from playing the full version of the game before joining a different bubble. 'Sides' or socially distanced practices can be played during this 7-day break.

- **Solo practice** Individual players can practice squash on their own. Options include a range of solo practices and drills to help maintain and improve squash skills.
- **Sides** 'Sides' is a modified version of the game that allows two players from different households (not in a support bubble) to play on the court at the same time:
 - Only two players permitted
 - The aim is to hit a winner or force an error from your opponent as in regular squash
 - Only one player serves / touches the ball with their hand during the match
 - Both players must keep to their side of the court throughout each rally, using the full length of the court whilst maintaining safe social distancing throughout
 - If a player crosses into the other side of the court, they immediately forfeit the rally
 - If there is a danger of players breaching a safe social distance, they must call a let and replay the rally
 - Once a rally is complete, players switch sides of the court (maintaining a safe social distance) and the server restarts play
- Visits <https://www.englishsquash.com/backtosquash> for video on how to play sides and socially distanced practices
- **Coach-led activities** Up to 9 players from different households can be coached in the same session so long as social distancing requirements are maintained at all times, including when on the court.

Club Sessions

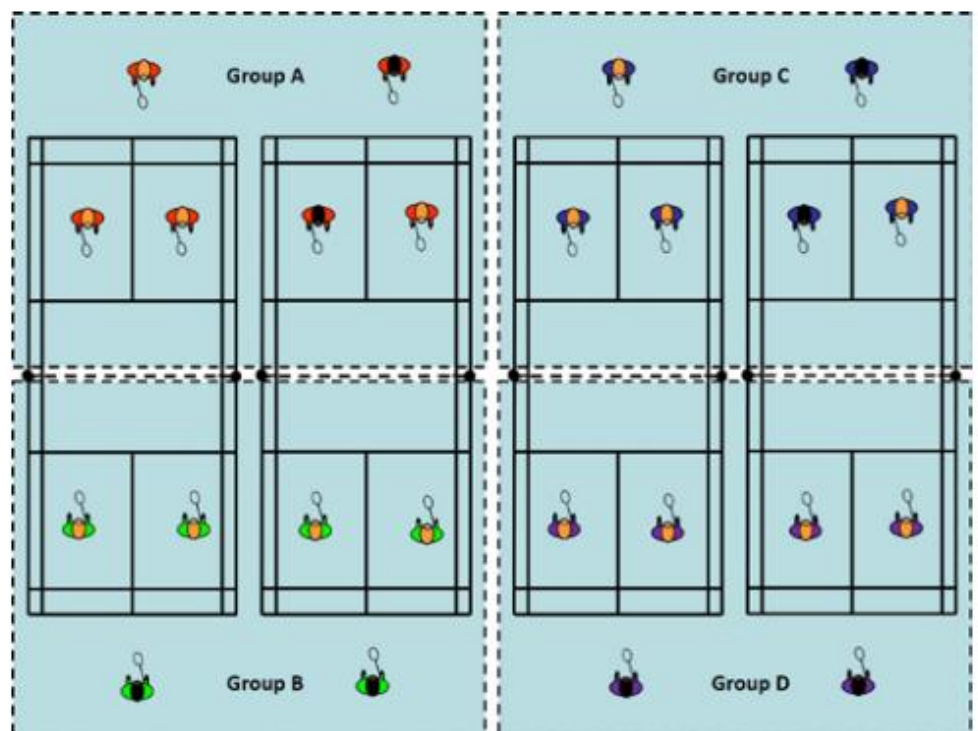
- Club sessions are current suspend
- When they return all bookings will be via the Class module on the Membership and Booking System.
<https://bourneclub.clubsolution.co.uk/newlook/default.asp?f=siftprefix>
- **[NEW] Squash Coaching**
 - Individual and group lessons are allowed. Please contact Gary Hales for further information
gary@thesquashcoach.co.uk
 - **[NEW]** Where attendance of a parent/guardian (non-participant) is required, or a carer for a disabled player, it is permitted, but should be off court and limited to one per player where possible
 - **[NEW]** Supporters, parents, and other spectators should remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six person gathering limits and spread out, in line with wider government guidance
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The Sports hall

- **[NEW] What is open?**
 - The sports hall is open for Members from 8am to 10pm.
- **[NEW] Bookings**
 - Booking continues in the normal way via the membership and booking system:
<https://bourneclub.clubsolution.co.uk/newlook/default.asp?f=skiftprefix>
 - You DO NOT need to log in when you arrive at the Club
- **[NEW] Access**
 - Access to the courts is via the normal front door
- **[NEW] Playing Tennis indoors**
 - Both singles play and doubles play is now permitted with people from outside of your household, as long as you remain 2 meters apart as far as possible – meaning that four people from different households can now play doubles
 - Staff will turn on lights as required providing they have been booked.
 - Stay at least two meters away from other players (including during play, when taking breaks and before and after play)
 - Do not make physical contact with other players (such as shaking hands or high five)
 - Avoid chasing the ball down to another court if other players are using it
 - For doubles, consider agreeing in advance which player will take the shot if a ball travels to the centre of the court
 - For coached sessions, pay careful attention to the instructions of the coach
 - Please respect members playing on adjacent courts and observe social distancing rules (2m) at all times
 - Please allow players sufficient space to vacate a court before entering
 - Players should bring their own equipment; it is advised to avoid the use of communal rackets or tennis balls (new balls available for purchase as detailed above)

- **[NEW] Playing Badminton indoors**
 - Both singles play and doubles play can now take place in groups of people from different households, as long as you remain 2 meters apart as far as possible – meaning that four people from different households can play doubles.
 - You can play singles and doubles using all areas of the court, within the respective court markings – if social distancing between adjacent courts cannot be maintained, you should only use the singles court markings.
 - Other than where players are from the same household or part of a support bubble, follow Government advice on staying alert and safe, and:
 - Stay at least two meters away from other players (including during play) as far as possible, when taking breaks and before and after play
 - Do not make physical contact with other players (such as shaking hands or high fiving)
 - Avoid chasing the shuttle down towards another court if other players are using it
 - For doubles, consider agreeing in advance which player will take the shot if a shuttle travels to the centre of the court
 - Members with Bronze memberships will be able to book the sports hall to play singles or with family groups as per current guidance.
- **[NEW] Private hire groups**
 - The Sports Hall is being used for private activities classes, during these times the Sports Hall is closed to members.
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- **[NEW] Badminton Club Sessions**
 - **[NEW]** All bookings will be via the Class module on the Membership and Booking System
 - **[NEW]** The Club will adopt '**Club match play**' for club nights.
 - **[NEW]** This format mirrors the return of league matches and offers clubs greater flexibility in club match play whilst maintaining the required group size.
 - **[NEW]** If everyone pre-books the session online with as much notice as possible, it will be easier to organise the groups.
 - **[NEW]** Members are to organise themselves into groups with a maximum of 6 on arrival; they can partner for a match with any other player in their group.
 - **[NEW]** To facilitate match play, one group of 6 (Team A) is able to play against another group of 6 (Team B).
 - **[NEW]** There can be no rotation between the groups, i.e., no player from Team A can partner a player from Team B, but any combination of players in Team A can play any combination of players in Team B. For example:
 - Match 1: A1 & A2 vs B1 & B2
 - Match 2: A3 & A4 vs B3 & B4
 - Match 3: A5 & A6 vs B5 & B6
 - Match 4: A1 & A6 vs B1 & B6
 - Match 5: A2 & A4 vs B2 & B4
 - Match 6: A3 & A5 vs B3 & B5
 - **[NEW]** The diagram below illustrates how this could be organised within a four court hall



- **[NEW] Singles league**
 - If anyone would like to play singles in a box league format in August, please contact badmintonchair@bourneclub.co.uk
 - If there is enough interest this will be facilitated.
- **[NEW] Badminton Coaching**
 - Individual and group lessons are allowed. Please contact Adam Sturt for further information adam.sturt@btinternet.com
 - **[NEW]** Where attendance of a parent/guardian (non-participant) is required, or a carer for a disabled player, it is permitted, but should be off court and limited to one per player where possible
 - **[NEW]** Supporters, parents, and other spectators should remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six person gathering limits and spread out, in line with wider government guidance
 -

The Gym

- **[NEW] What is open?**
 - The Gym is open for Members:
 - **[NEW]** 06:30 – 22:00 Monday to Saturday
 - **[NEW]** 08:00 – 22:00 on Sunday
 - **[NEW] Members must have left the Club by 22:00**
 - For times of specific facilities please look at the membership and booking system.
- **Bookings**
 - To reduce crossover contact between members you now have to book a session via the Membership and Booking system:
<https://bourneclub.clubsolution.co.uk/newlook/default.asp?f=skiftprefix>
 - If you do not know your login details, please contact the office.
- **Access**
 - **[NEW]** Access to the gym is via the main front door, then the toilet back door, not through the old hall which might be in use.
- **Using the Gym**
 - Wash your hands before entering the Gym
 - A maximum of 3 people are allowed in the Gym at any one time
 - You must have booked a session
 - Always stay at least two meters away from other people
 - Zones have been created on the floor using caution tape
 - One person per Zone
 - The fitness machines have been moved to give members the maximum opportunity to use the machines they would like to use.
 - Do not use machines next to each other, you may have to wait.
 - Members are to clean the equipment after use
 - Floor mats will not be provided so please bring your own

[NEW] Old Hall

- [NEW] **What is open?**
 - The Old hall is open for Members:
 - [NEW] 06:30 – 22:00 Monday to Saturday
 - [NEW] 08:00 – 22:00 on Sunday
 - [NEW] **Members must have left the Club by 22:00**
 - For times of specific facilities please look at the membership and booking system.
- [NEW] **Bookings**
 - Booking continues in the normal way via the membership and booking system:
<https://bourneclub.clubsolution.co.uk/newlook/default.asp?f=siftprefix>
 - You DO NOT need to log in when you arrive at the Club
- [NEW] **Access**
 - Access to the Old Hall is via the main front door, or the side door.
- [NEW] **Using the Gym**
 - The Old Hall may be booked by members for Badminton and tennis using the conditions above.
- [NEW] **Private hire groups**
 - The Old Hall is being used for private activities classes, during these times the Old hall is closed to members and access to the toilets and Club lounge will be via the back of the Club.
-