**KINGSTON SMALL BOATS HEAD 2020 COVID-19 INFORMATION**

**FOR UMPIRES, VOLUNTEERS AND THOSE BOATING FROM KINGSTON ROWING CLUB**

**COVID PRECAUTIONS**

All attendees (competitors, coaches, officials, support persons and umpires) must read the competitor instructions, including these COVID-19 instructions, and must adhere to British Rowing and Government COVID-19 guidance.

If you are showing symptoms of COVID-19 you **must not** come to the event.

In line with Governmental and British Rowing guidelines, spectators are discouraged from attending the event and spectators **will not** be allowed into Kingston Rowing Club or the rigging/boating area. If a spectator attends, they will be asked to leave.

Everyone who attends the event is responsible for reading these guidelines and ensuring that the COVID-19 measures put in place are followed. If you are not following these guidelines, we may ask you to leave the event.

Anyone attending the Kingston Rowing Club site must adhere to British Rowing and Government COVID-19 guidance. If you are showing symptoms of COVID-19 DO NOT come to the event and do not visit Kingston Rowing Club.

**PRE-EVENT: Track and Trace**

By **6pm Tuesday 3 November,** each competitor, coach, support person, volunteer and umpire are required to provide Track and Trace information to the organisers. This will be provided via a **Google Form** and will be emailed to each club 7 days prior to the event.

The **Google Form** will be sent out to everyone on **Tuesday 27 October** asking you to confirm:

In the past seven days you have NOT experienced:

* a high temperature (fever)
* the onset of a new, continuous cough
* loss or change to my sense of smell or taste
* You have NOT had close personal contact (within 2 metres for over 15 minutes) with someone who has or has had the above symptoms OR who has been tested as positive for COVID-19.
* You are NOT self-isolating.

Competitors will also be required to provide contact details, for use in the run up to, during and after the competition, when entering the competition on BROE.

Competitors **will not** be given a number at registration if their track and trace details have not been supplied.

*Please see the data privacy statement below for how we will use the information that you provide to us.*

**WHAT TO DO IF YOU DEVELOP COVID-19 SYMPTOMS**

If an attendee develops COVID-19 symptoms on the day, they (and, if relevant, their household members or those in their support bubble) should leave the event immediately **and inform the COVID-19 Officer via phone on the contact details below**.

If an attendee develops COVID-19 symptoms after the event, they should **notify the COVID-19 Officer via phone on the contact details below**.

In addition to the above, anyone displaying symptoms of COVID-19 should self-isolate according to government guidelines. Additional information about COVID-19 can be found at www.nhs.uk/conditions/coronavirus-covid-19/

**WHEN YOU ARRIVE**

When you arrive, marshals will facilitate parking of trailers. You are encouraged to unload your trailers promptly. If social distancing cannot be maintained whilst unloading your trailer, competitors and supporters should wear a face covering.

Each club will be allocated an area in Canbury Gardens for rigging.

Competitors are encouraged to unload and rig their own boats.

Competitors should come ‘race ready’ in racing kit. **The KRC changing rooms are closed**, other than if there is a capsizing or safety issue.

**FACE COVERINGS & SANITISING STATIONS**

Face covering must be worn at all time whilst inside KRC. Social distancing should be observed whilst outside and face coverings should be worn if you cannot maintain 2m distancing.

Face coverings must be worn when entering the boating area and should only be removed when you are on the water. You are required to put your face covering back on before you arrive back to the landing stage and should only remove it after you have cleared the boating area.

There will be hand sanitising stations located around Canbury Gardens and at KRC. You are also encouraged to bring your own hand sanitiser.

**REGISTRATION AND NUMBERS**

Race control is at KRC.

Clubs boating from KRC will be allocated time slots for when they can collect their numbers from KRC. These will be communicated to clubs prior to the event. Please use your best efforts to enter KRC at your allocated time so that social distancing is maintained.

If a crew member has not provided their track and trace information, their number **will not be provided.**

**BOATING**

Crews will be allocated a time slot in which to boat. Time slots are found in the draw. Please ensure that you boat during your time slot.

You must wear face coverings when in the boating area. This includes when you are putting your blades down by the water. Marshals will be ensuring compliance with this requirement.

Crews should be able to carry their own boat. Assistance to boat from a support person is discouraged. If, however, you do require assistance, any support person should be limited to the amount absolutely necessary and the support person must also follow these guidelines.

**RACING**

Club officers and coaches are responsible for ensuring that their competitors are competent to compete. Coaches and crews must make their own assessment of their competency to deal with the prevailing conditions on the day.

Competitors should bring appropriate kit to race in. Be prepared for inclement weather! Bring clothing to change into at your vehicle, if necessary. Reminder: KRC’s changing rooms will be closed, except where for capsizing or safety reasons.

**FIRST AID**

First aid will be available at KRC.

Whilst on the water, safety support is provided but competitors will be encouraged to get back into their boat unaided, if it is safe and possible to do so. Safety support will wear PPE and will treat patients in line with COVID-19 medical guidelines.

**RETURNING TO THE LANDING STAGE**

Competitors must put their face coverings back on before they return to the landing stage. Please get out of your boat and clear the landing stage as soon as possible.

**FACILITIES**

There will be ample toilet facilities located in Canbury Gardens. Each Club will be allocated a Portaloo toilet for their exclusive use. These will be labelled with your club name.

KRC toilets will not be available for visitors, other than officials allowed into the clubhouse.

KRC changing rooms will be closed, except where for capsizing or safety reasons. In the event of adverse weather conditions, where athletes may not be able to change at their vehicle or there is a risk to their health in doing so, there will be indoor space available for changing

We are looking to make catering available. Social distancing queueing must be observed. You would be encouraged to have the correct change to avoid requiring additional ‘touch points’.

**SUPPORTERS & SPECTATORS**

We encourage clubs to keep support personnel to get crews afloat to a minimum. If support is required, the supporters must follow these guidelines.

Spectators are discouraged from attending the event. If they do, they will NOT be allowed in the Kingston Rowing Club clubhouse or the rigging or boating areas and will be redirected to watch the race along the bank away from Kingston Rowing Club at safe social distances.

**UMPIRES, Marshals and Volunteers**

In addition to these instructions, umpires should follow the detailed umpire guidance and marshals & volunteers should follow the detailed guidance provided by those organizing their support.

**COVID-19 OFFICER DETAILS**

Our COVID-19 Officer is Jon MacKinney.

Tel: 07940791592

Email: [jonmackinney@hotmail.com](mailto:jonmackinney@hotmail.com)

If you have any questions regarding the event’s COVID-19 policies and procedures, or if you develop COVID-19 symptoms during or after the event, please contact Jon.

**PRIVACY STATEMENT**

In order to support the NHS Test and Trace programme, we are taking contact details (name and telephone number) from all competitors, coaches, officials, support persons and umpires attending Kingston Small Boats Head. In addition, we will collect personal information that is provided via BROE.

In line with guidance issued by the Department for Health and Social Care, we will only keep your details safely and in compliance with GDPR legislation for 21 days before securely disposing of or deleting them.

We will only share your details with NHS Test and Trace, if asked, in the event that it is needed to help stop the spread of Covid 19. If you have boated from Tamesis/Walbrook, we may also share your details with those clubs. We will not use your details for any other purposes or pass them on to anyone else.