

# Advice for Restarting Interest Groups

England 7<sup>th</sup> August 2020

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## General

Prior to restarting any interest group activity, a leader MUST notify their U3A committee.

Group leaders should then follow the advice below.

The advice for restarting interest groups considers the:-

- Location of interest group
- Activity involved in the interest group
- Personal Member Assessment prior to participating in the activity.

It is important that group leaders undertake an assessment of the location and activity and how members will participate in the activity prior to commencement. A written record of this assessment must be retained.

**NOTE:** Members should be advised NOT to share cars with non household members when travelling to interest group venues and to follow guidance for travelling on public transport

**NOTE:** In any context where larger numbers of people may be able to come together for organised activities or to take part in risk assessed activities in Covid-19 Safe Premises, **no more than 30 people can attend.**

**NOTE:** If there is a local lockdown arrangement, the lockdown arrangements will take precedence over the guidance below. You **must** follow local lockdown guidance at all time.

This guidance should be read in conjunction with current Government Guidance at all times including:-

1. Guidance on the phased return of sport and recreation updated 17<sup>th</sup> July 2020

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-the-public-on-the-phased-return-of-outdoor-sport-and-recreation#organising-outdoor-sport-and-physical-activity-events>

2. Guidance COVID-19: Guidance for the safe use of multi-purpose community facilities  
Updated 31 July 2020

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

3. You should keep up to date with NHS guidance on social distancing at all times

<https://www.nhs.uk/conditions/coronavirus-covid-19/social-distancing/what-you-need-to-do/>

## Personal Member Assessment (Pre-Attendance)

Prior to participating in any interest group, members must undertake their own personal assessment to enable them to decide and be confident that they should attend. [Link to assessment]

This assessment is personal, and does NOT need to be shared with any other person. It does not need to be provided to a group leader, it is purely for personal use but remember if you are showing any symptoms of coronavirus you must not participate and follow appropriate isolation and health guidance.

## Location

In all venues it is important to ensure they are Covid-secure, adopt a Covid secure approach to usage and that you follow their guidance for use. Covid secure means that the venue has carried out a Covid-19 risk assessment that demonstrates it use can meet social distancing and hygiene recommendations.

In addition, it is recommended that all members visiting a third party venue have and use their own personal hand sanitiser, use gloves in areas of multiple use and use a mask where appropriate.

Do not share any refreshments of any nature.

## Sports Facility

This guidance has been put together taking into account the government guidance

- If you are using a sports facility you must ensure that
  - a) you have details of how the facility providers have ensured that the facility is Covid-secure
  - b) **and** that measures are in place to ensure all those using the facility must do so in a way that is Covid-secure
- The group leader should contact the venue prior to commencing the interest group and should visit it to satisfy themselves of a) and b) above
- A record should be kept of how the building and its use is Covid-Secure by the Group Leader.
- The Group Leader should keep a record of the date and time of using the facility and note on each occasion that the facility was complying with its Covid-secure arrangements
- The Group Leader should advise all members that they **MUST** use the facility in line with the guidance provided to users at all times including the maximum numbers allowed to use the facility [and should keep a record of having done so]

## Community Hall

If you intend to resume using a community hall the Group Leader or Coordinator you must ensure that:-

- a) you have details of how the facility providers have ensured that the facility is Covid-secure
  - b) and** that measures are in place to ensure all those using the facility must do so in a way that is Covid-secure including the maximum number that can be safely accommodated
- should contact the venue prior to commencing the interest group and should visit it to satisfy themselves of a) and b) above
  - Review the venue guidance for Covid-Secure participation and capacity limits for the rooms with social distancing.
  - Give clear information about limiting the group size in line with these recommendations
  - Keep a record should be kept of how the building and its use is Covid-Secure by the Group Leader.
  - The Group Leader should keep a record of the date and time of using the building and note on each occasion that the building was complying with its Covid-secure arrangements
  - The Group Leader should advise all members that they **MUST** use the facility in line with the guidance provided to users at all times [and should keep a record of having done so]

## Private Home Inside

No interest group can be conducted inside a private home at this time (Aug 8<sup>th</sup> 2020)

## Private Home Outside

Interest groups

- Can meet in any **outdoor space** in a group of up to 6 people from different households

- Must continue to follow strict social distancing guidelines
- Advise members to take hygiene precautions by washing their hands as soon as you are home for at least 20 seconds
- Use their own hand sanitiser when attending the interest group
- Access private gardens externally wherever possible – if a member needs go through someone else’s home to do so, avoid touching surfaces
- Avoid using toilets in other people’s home wherever possible and wipe down surfaces as frequently as possible
- Using disinfectant, wipe down any surfaces or door handles people from outside of the interest leaders household come into contact with if walking through your home
- Avoid sharing plates and utensils with people outside of their household

## Activity

### Sports

Where a national sporting body has provided guidance enabling community sports to commence that guidance must be **followed at all times**.

A list of current sports providing guidance is being compiled and will be available soon.

A group leader wishing to commence a sport activity must:

- Check whether there is national sporting body guidance available for community groups and follow this
- Record an assessment of how the sport interest group will comply with the national body Covid guidelines
- Advise all members participating in the sport how they must comply with the Covid guidance when participating in the sport
- Complete a risk assessment for all other non Covid elements of undertaking the activity

Prior to each sporting interest group session the group leader must

- Remind members of hygiene requirements, for example to bring hand sanitizer, face masks and not to share refreshments.
- Not share equipment e.g. racquets, tabards etc. and regularly disinfect any balls or equivalent.
- Ask each member to complete details of registration for the session for track and trace which must be kept by the Group Leader for 21 days
- Remind members not to participate if they are experiencing Covid-19 symptoms
- Ensure their compliance record relating to Covid-secure sports participation is up to date
- Ensure the risk assessment of the activity is up to date

### Walking

The Ramblers Association has provided guidance on walking safely during Covid

Prior to commencing walking groups a walking group leader must

- Record an assessment of how the sport interest group will comply with the Rambler Covid guidelines
- Advise all members participating in the walking how they must comply with the Covid guidance when participating in the walk
- Complete a risk assessment for all other non Covid elements of undertaking the walk

Prior to each walking group session the group leader must

- Remind members of hygiene requirements, for example to bring hand sanitizer, face masks and not to share refreshments.
- Ask each member to complete details of registration for the session for track and trace which must be kept by the Group Leader for 21 days
- Remind members not to participate if they are experiencing Covid-19 symptoms
- Ensure their compliance record relating to Covid-secure walk is up to date
- Ensure the risk assessment of the walk is up to date

#### External (outside) non sporting activity

E.g. gardening in a community space or facility, dry stone walling etc

Group leaders must;

- Complete a written assessment of how many participants can attend the location and how they have ensured social distancing is maintained.
- If the location also includes a building for example a shed, outhouse, office, the assessment must include whether the building is Covid-secure and if it is Covid secure
  - a) Whether the interest group will use the building
  - b) How they will use the building in line with Covid- guidance provided by the building providers

NOTE: It is recommended that groups DO NOT use external buildings where no Covid-secure guidance has been provided by the owner or building manager.

- Advise members that all tools required in the session must be brought by themselves to the session and used individually and must not be shared.
- If any specialist tools are provided by the venue, what guidance for their use is provided by the venue and how these are to be used by member to ensure their use is Covid-secure

Prior to each group session the group leader must

- Remind members of hygiene requirements, for example to bring hand sanitizer, face masks and not to share refreshments.

- Ask each member to complete details of registration for the session for track and trace which must be kept by the Group Leader for 21 days
- Remind members not to participate if they are experiencing Covid-19 symptoms.

### Sedentary Interest Group Activity

Interest groups such as social sciences, languages or other topics that do not require sharing or handling items should follow these guidelines.

Group leaders must;

- Review the venue guidance for Covid-Secure participation and capacity limits for the rooms with social distancing.
- Give clear information about limiting the group size in line with these recommendations
- Complete a written assessment of how you intend to proceed with the activity safely identifying ways to limit any risks of covid-19 contamination.
- Advise members that all materials required in the session must be brought by themselves to the session and used individually e.g books or similar materials must not be shared.
- Any devices used to show a recording must be operated by one person and they should be wiped with appropriate anti-virus wipes before and after use.
- If venue chairs/ tables are being used, check with hall providers how these are sanitised before and after use.

Prior to the interest group meeting the group leader must

- Remind members of hygiene requirements, for example to bring hand sanitizer, face masks and not to share refreshments.
- Ask each member to complete details of registration for the session for track and trace which must be kept by the Group Leader for 21 days
- Remind members not to participate if they are experiencing Covid-19 symptoms
- Ensure the risk assessment of the activity is up to date

### Art and Craft, Model building or Creative Interest Groups

Interest groups such as art, quilting, individual model making.

Group leaders must;

- Complete a written assessment of how many participants can attend the Covid-secure venue whilst ensuring social distancing is maintained.
- Advise members that all materials required in the session must be brought by themselves to the session and used individually **materials must not be shared**
- If venue chairs/ tables are being used, check with hall providers how these are sanitised before and after use.

Prior to the interest group meeting the group leader must


- Remind members of hygiene requirements, for example to bring hand sanitizer, face masks and not to share refreshments.

- Ask each member to complete details of registration for the session for track and trace which must be kept by the Group Leader for 21 days
- Remind members not to participate if they are experiencing Covid-19 symptoms
- Ensure the risk assessment of the activity is up to date

**Guidance on crafts requiring shared electronic devices such as sewing machines, wood turning, and interest groups such as board games and bridge is still being investigated. Bridge is still not allowed according to the (EBU 8.8.29)**

Example risk assessment for an outdoor sporting activity

**COVID-19 Risk Assessment for Barnsley U3A**

<b>COVID-19 Risk Assessment for Barnsley U3A Walking Cricket Group at Dodworth Miners Welfare Club commencing 6<sup>th</sup> August.</b>	
<b>Hazard identified</b>	Covid 19 Infection
<b>Who might be harmed</b>	Players, visitors, and club staff
<b>How might people be harmed</b>	Infected by virus
<b>Existing risk control measures</b>	Nil
<b>Additional control Measures &amp; reference documents</b>	<b>Are the Hazards identified, acceptable after control measures are implemented? Yes or no</b>
 ECB GUIDE 5.pdf  ECB Cricket guidance (step 4) given to all participants – Attendee’s compliance with relevant parts form part of this risk assessment	<b>YES</b>





Walking Cricket guidelines given to all participants, - and attendees compliance with relevant parts form part of this risk assessment

1. If anyone (in a person wishing to attend's) household has displayed symptoms, they must self-isolate for a period of 14 days, order a test and contact NHS Test & Trace. They should not make themselves available for sessions, nor should any other members of their household.

Anyone who attends a session of Walking Cricket must adhere to the following general hygiene conditions.

- Wash hands regularly for a minimum of 20 seconds, rinse with warm water and dry thoroughly. This should be completed before and after walking cricket sessions.
- Use hand sanitizer prior to beginning a session, or between drills, i.e. moving from fielding to bowling.
- No spit, sweat or other substance other than sanitizer should be applied to the ball at any time.
- Avoid coughing or sneezing in the direction of anyone, and ensure that they use a tissue and bin it immediately after use. Attendees can also sneeze into the crook of their arm if no tissues are available.
- Maintain as close to 2m but a minimum of 1m between themselves and others at all times.
- In order to reduce the risk that an asymptomatic individual could contaminate other attendee's the measure's outlined in this risk assessment must be followed.

2. Individuals from different households should not share a vehicle unless absolutely necessary, as per current government guidelines. In the event that carpooling is essential, the vehicle should be well ventilated and all occupants should wear face masks.

3. All attendees who are participating should bring sanitizer to every session they attend. Additionally, at a point on the field boundary there will be a supply of sanitiser There will be one designated person known as the "kit person" for the session by the coordinator, who will ensure that the single-entry point gate handle is wiped before individuals arrive, and at every 4 over played point, at the same time as designated umpire calls a hygiene break, when all participants are to wash or sanitise hands.

4. Equipment other than balls / bats should not be shared. The designated "Kit person" will sanitise bats / balls prior to anyone touching them, and likewise at the end of play, and at every 4 over point at same time as hygiene break.

YES

YES

YES

YES

<p>5. A maximum of 30 individuals only in any capacity allowed to be involved in sessions.</p>	<p><b>YES</b></p>
<p>6. Social distance of at least 1 mtr plus but preferably 2 mtrs needs to be observed at all times by attendees. Main umpire needs to step back at least a mtr plus from the bowlers' stumps, and likewise the wicket keeper at the batter's stumps. (unless engaged in an activity with the stumps) Non striking batsman needs to be at least 1 mtr plus the opposite side of the stumps to the bowler. Attendees should stand (or sit on astro turf during breaks) OR are encouraged to bring a easily recognizable garden chair with them, which must be social distanced at 2 mtrs apart, and should only be used by the owner, and must only be handled by the owner) and removed at end of play.</p>	<p><b>YES</b></p>
<p>7. No sweat or saliva to be used on the ball at any time.</p>	<p><b>YES</b></p>
<p>8. Minimal ball handling should take place, the ball should not be thrown around fielders between deliveries, but must be returned to the bowler.</p>	<p><b>YES</b></p>
<p>9. Umpire should have minimal contact with the ball. Only umpires should remake collapsed wickets, things like sunglasses caps etc, should not be given to umpires to hold by bowlers, but should be placed on the boundary line by players.</p>	<p><b>YES</b></p>
<p>10. Designated scorer should manage the scoresheets, which should not be passed around among players.</p>	<p><b>YES</b></p>
<p>11. In event of for example rain, attendees should shelter in their vehicles, there is no provision at DMWC to use any other facility other than attached WC block to the clubhouse.</p>	<p><b>YES</b></p>
<p>12. Food / drink must not be shared, those taking part should bring their own refreshments to the ground, and take remains/rubbish home with them.</p>	<p><b>YES</b></p>
<p>13. The attendees to each session will be recorded and details (including phone numbers) for a rolling 21day period. This applies to everyone including visitors.</p>	<p><b>YES</b></p>



Before Activity  
Personal Checklist (r

14.

Players are to complete their own personal risk checklist (issued by Third Age Trust) before taking Part

**YES**

15. Attendees cannot access any area of DMWC apart from the Astro turf pitch, and the WC block adjacent the clubhouse. This toilet block will be sanitised before attendees arrive, and it is individuals responsibly to leave as they find it, only one person to enter block at a time, normal hygiene regime with hand washing and sanitiser must be adhered to by all.

**YES**

16. Cash transactions. – Participants who attend where the practice is to pay session “pitch hire” fees, should bring exact change, and after showing it to the group “treasurer” for the session, drop it directly into the treasurer’s cash box. All cash handling must be minimized, and hands should immediately be sanitised if this does occur.

**YES**

17. Coloured Bibs should not be used to differentiate different teams. One solution is that all participants bring a cap of some kind (any kind) and once teams are selected, one team plays the session without wearing a cap. (and manages their own cap appropriately) – That is the best we can do, - any sharing /swapping of any part of clothing must not happen.

**YES**

**Covid 19 Risk Assessment completed by:- NAME AND DATE**

**Date of next review:**

**Carried out?**

## Example checklist for an outdoor sporting activity

### General Outdoor Activity Risk Assessment Checklist

<b>U3A Name</b> <b>Barnsley And District U3A</b>	
<b>Interest Group</b> <b>Walking Cricket</b>	
Date Location/Postcode 29 <sup>th</sup> July 2020 FOR Dodworth Miners Welfare Club	
Nature and Description of Activity  2 - hour sessions of Walking Cricket on a Thursday Morning, 10.00am – 12.00pm At Dodworth Miners Welfare Club, High Street Dodworth Barnsley.  Commencing Thursday 6 <sup>th</sup> August and then Weekly	
<b>Part 1: Before the activity Group Organiser Check list:</b>  Risk assessment Completed (attach)	<b>Yes (Y)</b>

<p>A) Consider the current Government and Public Health advice in relation to your location and the feasibility of carrying out this activity safely adhering to present social distancing requirements and permissible out-door activities. (for example currently outdoor activities are still restricted to work, shopping and exercise) <b>NOTE - THIS ALSO APPLIES TO SOME OUTDOOR SPORTS FROM July 11<sup>th</sup> 2020</b></p>	<p><b>Y</b></p>
<p>B) Consider whether your activity involves the sharing of any equipment or shared spaces and make suitable arrangements to have antiviral cleaning products available.</p>	<p><b>Y</b></p>
<p>C) Where necessary inspect area prior to starting activity to ensure adequate social distancing can be maintained throughout and to remove/isolate any hazards.</p>	<p><b>Y</b></p>
<p>D) Ensure travel arrangements also meet the necessary requirements</p>	<p><b>Y</b></p>
<p>E) Consider the general hazards related to this type of activity, the impact accommodating Covid19 requirements may have on the way it is organised. These may relate to the location and potential congestion areas, obstacles, fitness levels required, appropriate dress, weather conditions etc</p>	<p><b>Y</b></p>
<p>F) Record outcome of these considerations in writing prior to the activity and share with participants so they can complete their personal checklist in line with the information in your checklist.</p>	<p><b>Y</b></p>

<p><b>Before Activity Personal Checklist:</b></p>	<p><b>Yes (y)</b></p>
<p>A) All participants to review their own personal health and circumstances and refer to current Government guidance for different risk categories in Covid19 and what measures are recommended for people over 70 and/or with various medical conditions.</p> <p>B) Consider the health risk category of anyone else you are isolating with in your household.</p> <p>a) Review the risk check list for the activity above completed by the group organiser and consider if you can take part without adverse risk to yourself or household.</p>	<p><b>(Attached to risk assessment)</b></p>

<b>Part 1. Activity Checklist outcomes:</b>		<b>Yes (Y)</b>
	Completed attached risk assessment indicates satisfactory outcomes for the activity with identified control measures to manage the risk	
<b>Signed Group Organiser:</b>		<b>Dated</b>
<b>Part 2. Personal Checklist Outcomes:</b>		<b>Yes (y)</b>
	Personal Outcomes Checklist has been issued to all anticipated attendees for the activity in line with U3A Requirements. (attached to risk assessment) and copy below.	
<b>Signed</b>		<b>Dated</b>