



# Step Forward Plan



## British Gymnastics Return to Events Framework

5<sup>th</sup> May 2021 - Version 1.0

Working together  
for a safe return  
to gymnastics

British  
Gymnastics



ENGLISH  
GYMNASTICS

GYMNASTICS  
NORTHERN  
IRELAND



Scottish  
Gymnastics

Welsh  
Gymnastics



## Introduction

The British Gymnastics Return to Events Framework has been constructed as a result of risk assessment specific to a gymnastics event setting in alignment with the Return to Recreational Team Sport Framework and current government guidance.

For the purpose of this framework, an event organiser is defined as an individual or organisation that is responsible for the planning, organisation and implementation of a gymnastics events. This includes, but is not limited to, British Gymnastics, Clubs, Regional and County Associations, recognised partners, and gymnastics delivery providers. Event organisers are accountable for ensuring appropriate and sufficient controls are in place at events to reduce the risk of transmission or contraction of Covid-19.

Event organisers must only return to delivering events (competitions and performance opportunities) for gymnasts when the event organiser(s), event delivery providers and event venue management are confident that the appropriate safeguards and control measures can be put in place. Every effort should be made to reduce the risk of transmission or contraction of Covid-19. Consideration must also be given to the current government legislation, statute, and guidance specific to sporting activity, and events on both a national and local scale. Where necessary, during planning, communication should be opened with and the appropriate permissions must be sought from the relevant authority prior to proceeding in the delivery of an event.

Consideration should be made to relate to the wider impacts of the event itself, as such the viability of staging an event safely must be of overarching consideration. This Action Plan specifies appropriate control measures (to reduce the risk of the transmission or contraction of Covid-19) for event organisers for implementation at gymnastics events specific to the following settings:

- A. Events “behind closed doors” as an extension of regular training activity within a recognised gymnastics space (clubs, schools, leisure centres, or performance training venues).
- B. Events “behind closed doors” within a setting external to usual gymnastics spaces, clubs, or performance training venues.  
*And as extension to either of the above approaches (A or B):*
- C. Events with the safe return of spectators.

Event organisers (and delivery providers) have a responsibility and are expected to:

- Follow all relevant national and local government guidance whilst continuing to adhere to gymnastics specific best practice as outlined within British Gymnastics policy and procedural documentation.
- Adhere to all transmission mitigating control measures required as stipulated within the British Gymnastics Step Forward Plan, Team Sport Framework (if applicable), Return to Coach Contact Framework and the Return to Events Framework.
- Educate all potential participants (event delivery team, coaches, judges, volunteers, gymnasts and their parents/carers and spectators where applicable) in the required

practices and controls as indicated within the Action Plan and keep appropriate records for the NHS Test and Trace system.

- Ensure (where external to a usual training setting) all who are likely to attend an event understand the inherently increased risks associated with attendance and are encouraged to make an assessment of personal risk specific to individual circumstances prior to agreeing to attend (in any capacity).

The British Gymnastics Return to Events Framework must be utilised in conjunction with current government guidance and existing guidance as set out within:

- The British Gymnastics Step Forward Plan (for the safe operation of facilities and delivery of gymnastics within a Covid-19 secure environment).
- The British Gymnastics Team Sport Framework (specific for the reintroduction of team sport disciplines, namely, Acrobatic Gymnastics, Aerobic Gymnastics, Rhythmic Gymnastics, TeamGym and Festival Display Gymnastics).
- The British Gymnastics Return to Coach Contact Framework (especially for the reintroduction of coaching contact utilised for safety as part of gymnastics skill or sequence development).

### **Action plan**

Considering events, each individual likely to attend an event must consider their own circumstances which includes but is not limited to; personal underlying health conditions and the increased risk associated with taking part in or attendance at an event. All potential participants inclusive of gymnasts (and their parents/carers for those under the age of eighteen) must be given the option to opt into agreement with the controls as outlined within this action plan (and communicated specifically for individual events by the event organiser), with the accompanying Codes of Behaviour and should have the comprehension of the personal responsibility individuals will have for their own and should have others health and safety in mind.

The corresponding British Gymnastics Return to Events Framework risk assessment is subdivided into three sections which are specific to event related activity for each scenario as follows:

- A. Events “behind closed doors” as an extension of regular training activity within a recognised gymnastics space (clubs, schools, leisure centres, or performance training venues).
- B. Events “behind closed doors” within a setting external to usual gymnastics spaces, clubs, or performance training venues.  
*And as extension to either of the above approaches:*
- C. Events with the safe return of spectators.

Relevant points from the corresponding Return to Events risk assessment have been highlighted within the following action plan, which should be read and utilised in conjunction with the risk assessment for a holistic understanding.

At British Gymnastics, our key priorities include supporting deliverers to offer high quality gymnastics to everyone, regardless of ability, gender, age, ethnicity, religion and sexual orientation. As such, inclusion will continue to be considered at each stage of event planning and delivery to ensure that where possible, all participants and spectators within any of the defined user groups are able to take part in events. Seating and spaces at events where spectators will be in attendance will have the provision for spectators with disabilities which will comply with social distancing arrangements and have due regard to accessibility.

Key principles	Action plan for the return to events
<b>General preparations</b>	
<p><b>Event organiser preparations:</b></p> <p>British Gymnastics in conjunction with the Home Countries has worked hard to produce the Step Forward Plan which includes support, toolkits and resources for our clubs, workforce, and members which follows relevant government guidelines allowing gymnastics to return safely.</p> <p>To ensure a safe return, all gymnastics <b>delivery providers are required to*</b>:</p> <ul style="list-style-type: none"> <li>• Complete a Covid-19 secure risk assessment and appoint a competent Covid-19 representative or Officer, who is responsible for ensuring the risk assessment is carried out and the control measures are in place and being adhered to.</li> <li>• Demonstrate increased hygiene protocols including frequent cleaning of equipment and hand washing or sanitising procedures throughout the delivery provider’s operations and sessions.</li> <li>• Meet the DCMS guidance for capacity within sessions and comply with current social distancing regulations whilst ensuring British Gymnastics gymnast to coach/teacher ratios and safeguarding policies (and all other usual policies) are always followed.</li> <li>• Regularly communicate and publish information on adapted operating procedures and risk assessments that reduce the risks of transmission to all workforce, members, and stakeholders.</li> </ul> <p><i>*Differences on requirements vary in relation to setting, i.e., schools may not require an appointed Covid-19 Officer.</i></p> <p>To support with the above, a ‘Reopening Summary Checklist and Self Declaration Template’ has been provided to all clubs.</p> <p>In addition to gymnastics specific guidance, clubs are encouraged to work proactively with their facility providers to follow venue specific guidance that is in place, define responsibilities between key stakeholders and keep communication channels open. This is to ensure all parties are confident with the measures in place to mitigate the risks to allow gymnastics activity to resume safely.</p> <p><b>Adherence to measures</b></p> <ul style="list-style-type: none"> <li>• British Gymnastics codes and standards of conduct</li> <li>• Covid-19 Code of Behaviour</li> <li>• All individuals wishing to take part in events (in any way) must be given the option to do so to ensure they are comfortable with complying with the relevant Code of Behaviour and accompanying British Gymnastics Return to Events Framework. Everyone must consider their own</li> </ul>	

circumstances which includes but is not limited to; personal underlying health conditions and the increased risk associated with taking part in pair and group work. All participants (including gymnasts, coaches, volunteers, etc.) must be given the option to opt into agreement with this Code of Behaviour and should have the personal responsibilities for their own, and should have others health and safety in mind.

The event or club’s Covid-19 officer or representative should be informed immediately if anyone breaks the Codes of Behaviour, and proportionate action should be taken, with the result of a repeat offence being removal from the session/facility.

Control measures as outlined within the British Gymnastics Step Forward Plan, Team Sport Framework and Return to Coach Contact Framework should be complied with (or similar suitable controls put in place) as standard for all sport activity.

**A (i) – Delivering gymnastics events “behind closed doors” as an extension of regular training activity within a recognised gymnastics space (clubs, schools, leisure centres, or performance training venues) – Overview**

<p><b>A (i) - Overview</b></p> <p><b>Prerequisite measures prior to event delivery as an extension of regular training activity</b></p>	<p>Existing measures within a British Gymnastics recognised training environment / gymnastics space to be upheld</p> <p>.01 Appropriate planning for the return to work (for coaches and staff) and return to training and activity (for gymnasts) as outlined within the Step Forward Plan resources.</p> <p>.02 Suitable symptom screening / testing prior to travel or entry into the training venue as outlined within the Step Forward Plan resources.</p> <p>.03 Compliance with NHS Test &amp; Trace as outlined within the Step Forward Plan resources.</p> <p>.04 Capacity and group size restrictions adhered to and Social Distancing measures to remain in place as within guidance for indoor sports training environments with reference and compliance to:</p> <ul style="list-style-type: none"> <li>• Current local and national government guidance</li> <li>• The British Gymnastics Step Forward Plan</li> <li>• The British Gymnastics Team Sport Framework (for pair and group activities)</li> <li>• The British Gymnastics Return to Coach Contact Framework</li> </ul> <p>.05 Increased cleaning and hygiene measures to remain in place as within guidance for British Gymnastics recognised training environments and gymnastics spaces with reference and</p>
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	<p>compliance to:</p> <ul style="list-style-type: none"> <li>• Current local and national government guidance</li> <li>• The British Gymnastics Step Forward Plan</li> <li>• The British Gymnastics Team Sport Framework (for pair and group activities)</li> <li>• The British Gymnastics Return to Coach Contact Framework</li> </ul> <p>.0.6 Procedures remain in place and suitable workforce training and education regarding:</p> <ul style="list-style-type: none"> <li>• The isolation of anyone who begins to display symptoms of Covid-19 and actions required.</li> <li>• Emergency incidents and the application of first aid and further actions required.</li> </ul>
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**A (ii) - Topic areas for new measures within a British Gymnastics recognised training environment to be upheld to safely deliver a gymnastics event “behind closed doors” as an extension of regular training activity within a recognised gymnastics space (clubs, schools, leisure centres, or performance training venues) – Event specific planning**

<p><b>Event specific planning measures</b></p>	<p>“Behind closed doors” indicates that no spectators shall be allowed admittance outside of the current guidance to “Avoid people entering the facility who are not taking part in activity.”</p> <p>Organisers should seek to maintain any existing “open viewing policy” creatively (using secure technology or developing robust communications plans) to ensure parents and carers are kept well informed.</p> <p>If allowing limited spectators, processes should be in place to carefully control numbers and manage those within the facility to ensure current government guidelines on social distancing, capacity and groups meeting outside of their households should be observed.</p> <p>“An extension of regular training activity” indicates that the event is to take place within a British Gymnastics recognised training environment or gymnastics space or performance training venue which is regularly used to deliver gymnastics and processes and procedures are already in place for full compliance with current government guidance.</p> <p>1.1.01 Scrutiny regarding essential workforce for the delivery of the event. <b>Only the staff and workforce essential in the delivery of the event will be granted access to attend.</b></p>
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Event organisers must consider the minimum number of required personnel (workforce, judges, volunteers, and coaches etc) for the successful and safe delivery of the event. Only those essential to the delivery of the event should be requested to and subsequently attend the event.

1.1.02 Suitable education for gymnasts and workforce essential in the delivery of planned activities to promote compliance with points 1.0.01-1.0.06.

**Plan education for all attendees on points 1.0.01-1.0.05**

Event organisers must consider a suitable programme of education for those who are to attend an event with a focus on those who may be unfamiliar with the processes within the existing gymnastics training environment.

Gymnasts, parents & carers, coaches and staff may require reminders on best practice regarding when not to attend gymnastics events/facilities (if they or a member of their household is displaying Covid-19 symptoms or they have been identified as a contact and told to self-isolate).

Judges and volunteers may need a more detailed briefing and induction to ensure they are able to follow the guidance appropriately with full compliance with points 1.0.01-1.0.06.

1.1.03 Suitable arrangements to comply with social distancing and hygiene measures for activities which are new for the delivery of the event.

**As extension, maintain existing social distancing & hygiene measures for any new activities specific to the event.**

All gymnastics activity is to take place in alignment with the hosting facility's risk assessments with all suitable hygiene, cleaning and social distancing control measures to be maintained. All new activities specific to the delivery of the event must be assessed for risk and suitable new controls for hygiene and social distancing put in place.

1.1.04 Impact assessment on existing logistical and control measures subject to additions (as 1.1.03) and any changes in timetable as a result of event activity and suitable changes made to maximise safety.

**Scrutinise control measures as a result of event delivery and ensure changes are made where required to maximise safety.**

If an event organiser is implementing new activities, changing the layout or set up of equipment or adding elements to the environment (i.e. judges tables), these should be scrutinised to ensure that where there is a possible knock-on effect, any required action is taken in advance to minimise risk (as per section 1.9). Similarly, wider implications of the event must be considered

	<p>such as timetabling where the event organiser is responsible for promoting safety and ensuring compliance with current guidance for all in attendance. For example, gymnasts, parents, and carers may need to be reminded about protocol within a car park and the importance of social distancing at all times.</p> <p>1.1.05 Consider the wider implications relating to staging an event. Accommodation, Catering, Travel &amp; Transport for visiting gymnasts, coaches &amp; officials.</p> <p><b>Ensure all event attendees are actively encouraged to adhere to best practice and current guidance.</b></p> <p>Event organisers must give due consideration to the wider implications of hosting an event and the knock-on effects to the surrounding areas, businesses and in general all users’ compliance with current guidance. Similarly, a suitable level of due diligence is required in relation to activities, services (including hospitality and recreation) and travel when planning for an event. This should include scrutiny regarding the Covid-19 secure measures of contractors providing services and must be reflected in the outgoing communications and education directed towards participants.</p>
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**B (i) - Delivering gymnastics events “behind closed doors” within a setting external to usual gymnastics spaces, clubs, or performance training venues – Overview**

<p><b>B (i) - Overview</b></p> <p><b>Prerequisite measures prior to event delivery within a new setting</b></p>	<p>2.0.01 As a new or temporary gymnastics environment, consideration must be given to all users of the venue and gymnastics activity areas with the key safety emphasis on:</p> <ul style="list-style-type: none"> <li>• Maintaining Social Distance</li> <li>• Increasing the level of personal protection (such as wearing a face covering) where social distancing cannot be maintained between users</li> <li>• Increasing hygiene and cleaning provision</li> <li>• Adequate ventilation</li> </ul> <p>2.0.02 All considerations as set out in the Step Forward Plan resources must now also be considered for the new or temporary gymnastics environment of an event venue in collaboration with the event venue management.</p> <p>2.0.03 Appoint a Covid-19 Officer to oversee planning, implementation, and maintenance of safety controls.</p> <p>2.0.04 Event organisers must comply with the law and keep appropriate</p>
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	<p>records for NHS Test &amp; Trace. A <a href="#">QR Code</a> is to be generated for the event specifically.</p> <p>2.0.05 Agree the roles and responsibilities of event venue management, contractors, partners and the event organiser(s) (including welfare and cleaning management).</p> <p>2.0.06 Implement a decision-making structure to modify, restrict, postpone, or cancel the event.</p> <p>2.0.07 Devise or adopt and implement a participant’s code of behaviour to outline all responsibilities, standards and plan for suitable signage to act as reminder.</p> <p>2.0.08 Scrutinise the users essential for the delivery of the event to limit attendance to essential workforce and participants only.</p> <p>2.0.09 Adherence to guidance within the British Gymnastics Return to Elite Sport Guidelines, Team Sport Framework, Return to Coach Contact Framework and Step Forward Plan resources specific for all gymnastics activity.</p> <p>2.0.10 Ensure the General Safety Certificate (where applicable – usually where venues have accommodation for 10,000+ spectators) is in place for the venue following the implementation of planning for a Covid-19-secure environment and all standard Health &amp; Safety law is adhered to.</p> <p>2.0.11 Clearly communicate the inherently increased risks associated with attending an event and outline the key controls which will limit the likelihood of the spread and contraction of Covid-19 at the event.</p>
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**B (ii) - Topic areas for delivering gymnastics events “behind closed doors” within a setting external to usual gymnastics spaces, clubs, or performance training venues – Event specific planning**

<p><b>Event specific planning measures</b></p>	<p>2.1.01 In collaboration with event venue management assess the maximum total occupancy and <a href="#">capacity</a> giving consideration firstly to safe ventilation, secondly to gymnastics specific activity and then to all potential users (gymnasts, coaches, judges, officials, volunteers etc).  <b>Calculated capacity will not be exceeded at any stage in the delivery of the event.</b></p> <p>2.1.02 In collaboration with event venue management map the venue with</p>
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specific consideration for social distancing to be implemented and maintained at all times by all users detailing:

- Safe logistics, set-up and positioning of equipment and gymnastics apparatus
- Safe arrivals / departure, “drop-off” and car parking and screening for symptoms
- Safe navigation of the venue
- Safe use of toilets and changing rooms and storage of personal belongings
- Safe access to the gymnastics sport performance areas and warm-up areas and suitable accreditation and registration
- Safe “self-isolation” of any user who begins to display Coronavirus symptoms
- Safe access to drinking water and catering provision
- Safe distance for ceremonies
- Safe pack down and logistics

**Social Distancing measures to be in place and maintained at all times between all users and suitable signage to support adherence to measures.**

2.1.03 In collaboration with event venue management consider the provision of hand washing and or sanitising facilities throughout the venue and within the gymnastics activity areas to meet the needs of event risk assessment controls.

**Appropriate hand washing and hand sanitising stations to be placed in specific areas with suitable signage to support adherence to measures.**

2.1.04 In collaboration with event venue management agree upon the requirement for face-coverings for all user groups based on the likelihood of interaction between users.

**Face coverings are to be worn where social distancing is not guaranteed between users (during all movement/circulation on site).**

2.1.05 In collaboration with event venue management agree upon the requirement for cleaning across the venue with an emphasis on increased cleaning frequency and a focus on high-touch surfaces.

**Devise and implement a cleaning plan to uphold the controls within activity or function specific risk assessments (to include pre-event cleaning).**

**Consideration to: COSHH, cleaning procedure, suitable training & safe cleaning product storage.**

2.1.06 Where required, in collaboration with discipline specific technical representatives, equipment and apparatus suppliers, event venue management and contractors confirm the rigging (set-up) method statements and suitable controls required by staff, contractors, coaches,

volunteers etc. during the erecting of equipment and apparatus necessary for the delivery of the event to comply with current government guidance relating to hygiene and face coverings (as 2.1.04 – face coverings to be worn where social distancing cannot be guaranteed)

**Risk Assessments and Method Statements for all activities as part of the event should be submitted in good time for scrutinisation by the organiser.**

2.1.07 All activities associated with, and on the fringe of the event must comply with Covid-19-Secure protocols.

Accommodation, Catering, Ceremonies, Logistics, Meetings, Presentation & Transport should all comply with the current government guidance in relation to safety measures.

**Suitable plans for achieving all the associated event activities considering good systems and practice to comply with current guidance.**

2.1.08 Event medical provision to be provided for participants (and other users) with suitably trained first-aid staffing ( in addition to a Covid-19 Officer, with Covid-19 protocol and suitable Covid-19 specific first aid risk assessment).

**First aid provision identified in agreement with event venue management with suitable training and risk assessment.**

2.1.09 Scheduling (rig/set-up, competition, de-rig/pack-away) must take into account capacity, group size and ratios and be considered in alignment with all controls in section 2.1.

**Phased schedule planning to account for all considerations: capacity, cleaning, hygiene, logistics, staggered entry, gymnastics specific activity, exit and emergency egress etc.**

2.1.10 Communication planning to outline to all potential attendees the controls, methods and systems that need to be followed.

**Devise a communications plan to outline the controls which will be put in place including; the education of users in relation to any of the controls, processes, logistics, travel & transport and their personal responsibility (compliance with the Code of Behaviour). This should include any training necessary for officials, staff, and workforce to safely carry out their role at the event.**

## C (i) - Delivering gymnastics events with the safe return of spectators – Overview

Section “C” is to be used as an extension to section A or section B specific to event venue circumstances (being either an existing gymnastics environment [section A] or external to such, requiring the planning of new gymnastics specific Covid-19 protocols [section B]).

### C (i) - Overview

#### Prerequisite measures prior to event delivery within a new setting

3.0.01 Specific consideration must be given to spectators and staff managing spectators with the key safety emphasis on:

- Maintaining Social Distance
- Increasing the level of personal protection (such as wearing a face covering) where social distancing cannot be maintained between users
- Increasing hygiene and cleaning provision

3.0.02 In collaboration with event venue management, considerations, guidance and actions as set out in government guidance and industry relevant guidance – such as the Sports Grounds Safety Authority (SGSA) Supplementary Guidance to the Green Guide ([SG02 - Planning for Social Distancing at Sports Grounds](#)) must be brought to fruition through careful planning and implementation.

3.0.03 Ensure entry procedures include the suitable level of screening / testing for Coronavirus symptoms, security, and suitable signage (including the event/venue QR code for scanning by spectators).

3.0.04 Event organisers must comply with the law and keep appropriate records for NHS Test & Trace (of all spectators).

3.0.05 Agree the roles and responsibilities of event venue management, contractors, partners, and the event organiser(s) specific to the admittance of spectators – this must include: marketing & communications, sales, pre-event communications, the methods and responsibilities of on-site people management and emergency procedures.

3.0.06 Create a clear ticketing sales, refunds and cancellation policy and implement a decision-making structure to modify, restrict, postpone, or cancel the event and relevant communications planning suitable for spectators prior to tickets going on-sale.

3.0.07 Devise or adopt and implement a spectator’s code of behaviour to outline all responsibilities and standards and plan for suitable signage to act as reminder.

	<p>3.0.08 Streamline the staff and workforce essential for the delivery of the event with spectators and limit attendance to essential workforce only.</p> <p>3.0.09 Adherence to current local and national government guidance and Public Health England (PHE) guidance specific to events and the safe return of spectators. Approval may have to be sought from Local Authorities, Local PHE or Local HSE offices prior to delivery of events.</p> <p>3.0.10 Ensure the General Safety Certificate (where applicable – usually where venues have accommodation for 10,000+ spectators) is in place for the venue following the implementation of planning for a Covid-19-secure environment and all standard Health &amp; Safety law is adhered to – specifically for the safe return of spectators).</p> <p>3.0.11 Clearly communicate the inherently increased risks associated with attending an event and outline the key controls which will limit the likelihood of the spread and contraction of Coronavirus at the event. A particular emphasis on the importance of each spectator making suitable assessment of risk based on personal circumstances to make a judgement on attendance.</p>
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**C (ii) - Topic areas for delivering gymnastics events with the safe return of spectators - Event specific planning**

<p><b>Event specific planning measures</b></p>	<p>3.1.01 In collaboration with event venue management assess the maximum total occupancy and safe spectator capacity; giving consideration to travel and transport, entry, movement, and flow of people (circulation), all accessible spaces, restricted seating capacity (for social distancing), safe egress and emergency egress.</p> <p><b>Calculated spectator capacity will not be exceeded at any stage in the delivery of the event.</b></p> <p>3.1.02 In collaboration with event venue management map the venue with specific consideration for social distancing for spectators which is to be implemented and maintained at all times by all users detailing:</p> <ul style="list-style-type: none"> <li>• Safe travel, transport, and car parking</li> <li>• Safe arrivals / departure, screening for symptoms, ticket checks and security</li> <li>• Safe use of toilets</li> <li>• Safe access to the spectator seating areas</li> <li>• Safe protocol for movement on site (circulation) between the seating</li> </ul>
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	<p>areas, facilities and catering and merchandise provision (if applicable)</p> <ul style="list-style-type: none"> <li>• Safe positioning and use of catering and merchandise provision (if applicable) with a preference for contact free transactions</li> <li>• Safe seating and areas for inclusion and disability requirements</li> <li>• Safe “self-isolation” of any user who begins to display Coronavirus symptoms</li> <li>• Safe collection by parents / carers</li> <li>• Safe travel and transport arrangements</li> </ul> <p><b>Social Distancing measures to be in place ensuring social distancing to be maintained at all times between all users and suitable signage to support adherence to measures.</b></p> <p>3.1.03 In collaboration with event venue management consider the provision of hand washing and or sanitising facilities throughout the venue for spectators, to meet the needs of specific activity risk assessment controls. <b>Appropriate hand washing and hand sanitising stations to be in specific areas, with suitable signage to support adherence to measures.</b></p> <p>3.1.04 In collaboration with event venue management agree upon the requirement for face-coverings for all user groups based on the likelihood of interaction between users. <b>Face coverings to be worn where social distancing is not guaranteed between users (during all movement/circulation on site).</b></p> <p>3.1.05 In collaboration with event venue management agree upon the requirement for cleaning across the venue with an emphasis on increased cleaning frequency and a focus on high-touch surfaces. <b>Devise and implement a cleaning plan (to include pre-event cleaning requirements) to uphold the controls within activity or function specific risk assessments with the focus on the introduction of spectators.</b></p> <p>3.1.06 In collaboration with equipment suppliers, event venue management and contractors confirm the operational processes and suitable controls required by staff, contractors, coaches, volunteers etc. during the delivery of the event to comply with current government guidance relating to hygiene and face coverings (as 3.1.04 – face coverings to be worn where social distancing can not be guaranteed). <b>Risk Assessments and Method Statements for all activities within spectator accessible areas as part of the event should be submitted in good time for scrutinisation by the organiser.</b></p> <p>3.1.07 All activities associated with, and on the fringe of the event must comply with Covid-19-Secure protocols. Catering, Logistics, Merchandise, Presentation, Ticketing &amp; Transport should</p>
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	<p>all comply with the current government guidance in relation to safety measures.</p> <p><b>Suitable plans for achieving all the spectator associated event activities considering good systems and practice to comply with current guidance.</b></p> <p>3.1.08 Event medical provision to be provided for spectators with suitably trained first-aid staffing (in addition to a Covid-19 Officer, with Covid-19 protocol and suitable Covid-19 specific first aid risk assessment).</p> <p><b>First aid provision for spectators identified in agreement with event venue management with suitable training and risk assessment. Ambulance provision (if applicable) to comply with spectator number requirements.</b></p> <p>3.1.09 Scheduling (symptom screening, ticket and security checks, entry, competition/event, phased egress etc) must take into account capacity, flow rate (movement of people on site) and be considered in alignment with all controls in section 3.1.</p> <p><b>Phased schedule planning to account for all considerations: spectator capacity, cleaning of spectator areas, hygiene, logistics, phased and time staggered entry and exit and emergency egress etc.</b></p> <p>3.1.10 Communication planning to outline to all potential spectator attendees the controls, methods and systems that need to be followed.</p> <p><b>Devise a communications plan to outline the controls which will be put in place including the education or advice/guidance for spectators in relation to any of the controls, processes, logistics, travel &amp; transport, and their personal responsibility (compliance with the Spectator's Code of Behaviour).</b></p>
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### Help and advice

British Gymnastics in conjunction with the Home Countries has worked hard to produce the Step Forward Plan which includes support, toolkits and resources for our clubs, workforce and members which follows relevant government guidelines allowing gymnastics to return safely. All resources are free to member clubs and accessible on the dedicated pages of the British Gymnastics website: <https://www.british-gymnastics.org/step-forward>

Further guidance is available to British Gymnastics member clubs and delivery providers from the following sources:

British Gymnastics

Customer Support: 0345 1297129 / [customersupport@british-gymnastics.org](mailto:customersupport@british-gymnastics.org)

Business Support: [business-support@british-gymnastics.org](mailto:business-support@british-gymnastics.org)

School & Leisure Centre queries: [participation@british-gymnastics.org](mailto:participation@british-gymnastics.org)

Northern Ireland: [northernireland@british-gymnastics.org](mailto:northernireland@british-gymnastics.org)

## The HSE website

Working safely during the coronavirus (Covid-19) outbreak

<https://www.hse.gov.uk/coronavirus/working-safely/index.htm>

## Agility Risk & Compliance Ltd (Agility)

Providing access to expert Health and Safety support through the British Gymnastics dedicated helpline: **01527 571 612**. Any additional support outside of the areas covered within this document can also be sought from the dedicated team at Agility, but you may be charged separately. This line is open Monday to Friday from 8.30am – 5pm.

There is an after hours' service via a mobile number provided at the time of calling. Alternatively, you can email your query to: [bg.hs.advice@agilityrac.com](mailto:bg.hs.advice@agilityrac.com)