

### **COVID-19 Coordinator and COVID Secure Environment**

Clubs should appoint a designated COVID-19 Coordinator (preferably with experience in health and safety in a professional or volunteer setting) whose responsibilities are to work with the club committee to coordinate:

- Liaising with the facility manager/landowner in relation to all matters concerning COVID-19
- Producing site-based risk assessments ensuring that the club is compliant with government guidelines. These will need to be updated when guidance or club activity changes or evolves.
- Ensuring all necessary levels of risk mitigation are in place prior to training
- Clubs should ensure they are prepared and have planned for circumstances where injuries or other accidents occur, and they have mitigating procedures and plans in place to resolve the issue while maintaining all government guidance ensuring compliance of social distancing measures during training sessions
- Ensuring that volunteers, coaches/leaders, athletes, and parents/guardians are adhering to this guidance
- Ensuring that the club complies with the facility restrictions and guidance
- Ensuring the club has a process in place for capturing details of all members / participants who take part in EVERY club session to ensure they are able to support the UK government track and trace programme

The COVID-19 Coordinator role is not expected to take full responsibility for all health and safety, or risk assessment protocols implemented by the club. It is the responsibility of the club committee and key officers/volunteers to ensure protocols are implemented and reviewed across the club with the COVID-19 Coordinator acting as the key point of contact for related matters.

In carrying out those tasks listed above and checking the guidance provided by Sport England and the government, **you should be able to enable a COVID secure environment.**

The COVID 19 Coordinator for Saffron Striders is Graeme Loudain  
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