

# **Rowing at PCRC During Covid-19**

## **Version 9 : 6 November 2021**

### **The Rationale**

The UK Government released revised guidance for the return of grassroots sport which can be found at <https://www.gov.uk/guidance/coronavirus-covid-19-grassroots-sports-guidance-for-the-public-and-sport-providers> This set out more detailed information, specific for the sports sector, and built on the Governments published 'Roadmap out of lockdown' which can be found at <https://www.gov.uk/government/publications/covid-19-response-spring-2021/covid-19-response-spring-2021-summary> British Rowing have further mapped how they see our sport returning and have published revised guidance, 'Managing Covid-19' (version 15) which can be found at <https://www.britishrowing.org/wp-content/uploads/2021/10/211008-Managing-COVID-19-v15-1.pdf>

Within the British Rowing guidance, it states that our sport is at 'rowing level 2', this means that potentially all facilities may be open as long as operated in a Covid-Secure manner.

### **PCRC COVID-19 Principles**

In March 2020, the Trustees together with the CRSA, Chair of the Rowing Committee and both Captains recognised the need for careful management of the club through this pandemic, they came together to form a Panel, meeting each week to discuss how the latest guidance would affect life at PCRC.

Thankfully, with the Government's Roadmap continuing, we are able to cautiously operate more areas of the club for all to use and enjoy.

We continue to monitor the guidance and have been able to continue access to boats and equipment including the gym for your enjoyment and in recent weeks have been able to open the clubhouse in a structured manner. The overarching principle that the Panel has worked towards is to put a framework in place that allows members back to the club, safely and within the guidelines, should they wish to do so. However, Coronavirus does not change any of our responsibilities towards safeguarding or safety and with the current guidance in place this may mean that not everyone may be able to return to rowing immediately, for example anyone who falls into the Government defined 'at risk' category.

### **Safety and Risk Management**

At all times, throughout this plan, PCRC will need to put in place appropriate, adapted safety plans backed up by quality revised risk assessments which are in line with British Rowing's RowSafe guidance and comply with all relevant COVID-19 guidance (including from the Environment Agency and Nene Park Trust). These should always follow both the spirit and the letter of any Government restrictions.

Government restrictions altered on 17 May 2021 and whilst many restrictions were relaxed advice remains to respect each other's space and continue with good hygiene practices. This remains of paramount importance and should be practiced at all times, not simply at home or when rowing.

This plan and the instructions below apply to both club boats and privately owned boats alike, there shall be no deviation from them; the plan also applies to gym usage too.

If you decide to proceed with an activity based on this plan (either individually or as part of a crew/group), it will be at your own risk. PCRC would discourage anyone from taking any unnecessary risks during the Covid-19 pandemic and this includes outings in a single scull whereby you do not feel confident of being able to self-rescue or boat/de-boat by yourself.

Furthermore, access to boats and equipment (club or private) will be granted on a competency/skills basis with the final decision on being able to access a boat being granted by the Chair of the Rowing Committee, either Captain or (in the case of juniors) the junior coaching team.

### **Vaccinations**

At this stage, the fact that someone is partially or fully vaccinated against COVID-19 does not change what COVID-19 restrictions or advice apply to them.

### **Lateral Flow Testing**

The Government is currently providing free lateral flow COVID-19 tests designed to test those with no symptoms which provide a result in 30 minutes. Whilst we are not mandating members to use these tests you may still wish to make use of them; they can be ordered via

<https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

### **Opening of Club Facilities**

The precise club facilities that can be opened at each step have been led by Government and British Rowing guidance. At British Rowing Level 2, we are able to continue to operate the changing rooms in a cautious manner (please see later section for our policy on 'Changing Rooms and Showers').

The gym will continue to be open for members to use. Please see Appendix 4, which is to be read in conjunction with the remainder of this document.

The kitchen and bar are now available for members to use. Please see Appendix 5 of this document, which is to be read in conjunction with the remainder of this document.

### **On-Water Activity Schedule at PCRC (in-line with British Rowing guidance)**

The club will continue to operate in line with British Rowing guidance and allow all boat types to access our waters. Boat bays, toilets, the gym, and throughways will be open.

The Panel have considered our previous group sizing and has concluded that this can now be relaxed and withdrawn.

Please note that the risk of transmission of the virus is increased in a crew boat vs. a single scull, however, the normal distance between two rowers in a crew is over 1m and by following the below guidelines as set out by British Rowing the risk of transmission is reduced.

When not on the water our advice to crews is to respect each other's social space and wherever possible when carrying a boat crews should attempt to remain as far apart as possible. Crews may wish to carry a boat on shoulders for instance so that the hull acts as 'mitigation'.

PCRC has always been careful to follow the guidance to help minimise the risk of transmission of the virus, your care and diligence around hygiene and respecting each other's social space is ever more important as we continue along this road to recovery and into the winter months.

## **Crew Groups**

This restriction at PCRC has been withdrawn. Coronavirus is still in circulation though, potentially with cases on the rise again. We should therefore all work to minimise non-socially distanced interactions as far as possible.

## **Coxes**

Coxes are often in closer proximity to the stroke of the crew and in stern-loaders are sat face to face. For that reason, there is an increased risk of transmission between a cox and rower.

To avoid droplet transmission coxes should not shout but use a cox box.

Each cox will be assigned a cox box and charger to use. Coxes are asked to keep these items safe and with their personal possessions during this time. These items remain the property of PCRC and will be returned upon request. Coxes may also wish to take a life jacket for their own personal use. Coxes are asked to keep life jackets safe and with their personal possessions during this time. Life jackets remain the property of PCRC and will be returned upon request. Please notify a captain if you have taken a cox box or life jacket.

British Rowing guidance says coxes may wish to wear appropriate personal protective equipment (PPE). For all boats, coxes may wish to wear a face covering during the launching process. In a stern loader, coxes may wish to wear both a face covering and eye protection throughout the outing - this eye protection could be goggles, sunglasses or a face visor (a visor protects both eyes and additionally keeps the face covering dry). In a bow loader, coxes may wish to wear a face covering throughout the outing. Coxes should respect requests from the stroke person for them to wear a face covering.

Coxes can be provided with individual clip-on visors which they are asked to keep with their personal possessions. Disposable type IIR face masks will also be available to coxes. Should a cox wish to provide their own face covering or visor then the individual must make sure it meets minimum Government standards/guidance.

## **Booking Outings**

All boats will be booked by continuing to use the booking system as currently set out in the instructions (see Appendix 2).

## **Accessing Boats and Equipment**

With current guidance in place, we have adapted our safety and operational plans to allow those members who show good competency/skills within the available boat classes (along with the ability to self-rescue) the opportunity to access boats and equipment. You must be confident in your ability to boat, de-boat and self-rescue/rescue as a crew without any assistance of third parties before going out in a boat at this time.

Access to the boathouse bays for non-keyholders is limited to the relevant training sessions, or at the discretion of a key-holder. Key-holders are limited to those who have a strong reason why the need to train outside of normal session times. Please contact John Canton to request keys.

Unless communicated otherwise, over the winter the club will be open for pre-booked sessions by adult members at the following times:

	<b>Boats</b>	<b>Gym*</b>
<b>Monday</b>	16:00-20:40	18:00-20:40
<b>Tuesday</b>	08:00-12:00 16:00-20:40	06:30-12:00 18:00-20:40
<b>Wednesday</b>	18:00-20:40	18:00-20:40
<b>Thursday</b>	08:00-12:00 18:00-20:40	06:30-12:00 18:00-20:40
<b>Friday</b>	18:00-19:30	18:00-19:30
<b>Saturday</b>	07:00-13:20	07:00-13:20
<b>Sunday</b>	08:00-11:00	08:00-11:00

*\*please note that these are guide times; some stations may be available at additional times or restricted during normal opening.*

The club will be open for junior members at the following times (boats, gym equipment and timeslots will be allocated by the Junior Coaching Team):

<b>Monday</b>	16:00-18:00
<b>Tuesday</b>	16:00-18:00
<b>Wednesday</b>	16:00-18:00
<b>Thursday</b>	16:00-18:00
<b>Friday</b>	16:00-18:00
<b>Saturday</b>	13:00-16:30
<b>Sunday</b>	11:00-15:00

(Please see 'Return of Junior Rowing at PCRC' document for further information on time and boat allocations)

An electronic booking system (process outlined in appendix 1) has been put in place whereby adult members can select a timeslot (two hours by default but can be amended) along with preferred boat/gym station in advance. There will be no access allowed if a timeslot has not been pre-booked – this applies to both club and privately owned boats.

The default two-hour timeslot will allow you to '**Show, Row and Go**', arrive at the club, access and clean equipment, launch, exercise, de-boat, clean equipment and put away in time for the next user.

Prior to attending each session everyone should carry out a self-check health assessment for signs of COVID-19, if you show signs of any symptom do not go to the club; follow Government and NHS England advice, please also inform an officer of the club as we are duty bound to make our attendance records available for NHS Test and Trace. This self-check is even more important now that we are seeing an increase in cases nationally. Please also remember that full or partial vaccination does not mean that you may not carry or transmit the virus, please continue to self-check.

Members, parents, carers, and guardians are strongly encouraged not congregate as a group anywhere on club premises including the patio or car park.

The Panel (with the backing of the Trustees) have agreed that face coverings are strongly encouraged in some areas of the club premises, especially within social areas. We recommend that they only be removed when necessary, i.e. eating/drinking.

Government guidance states that spectators are permitted on public land, however we would discourage those not directly involved in either rowing as an activity or in the delivery of rowing to from staying within the club grounds.

Private boat owners will only be allowed out if they have confirmed that their boat insurance is up to date.

### **Launches**

The latest British Rowing guidance now makes provision for the use of launches; however the Panel have made the decision that launches are not to be used unless specific permission is granted on an individual basis by the Panel and that appropriate measures including the use of PPE are in place.

### **Coaching**

In order to maximise coaching activity, senior coaches can be organised through the coaching coordinator. Junior coaches will continue to be allocated accordingly.

### **Coaching Bikes**

All coaches who wish to use the club owned bikes are free to do so. Bikes must have all their touchpoints cleaned using soap and water, before and after use.

### **Crew Briefings/De-briefings**

These should be conducted outside.

### **Changing Rooms and Showers**

Members are encouraged to arrive at the club in clothing ready to train, changing at home wherever possible.

The Club, whilst keeping with current Government and British Rowing guidance, will permit access to the Changing Rooms and showers, limiting to a maximum number of five people in each of the changing rooms at any one time.

- You will be required to collect a "Tally" to access the Changing Rooms. If there is no Tally available this means that the maximum number of people are already in the changing room and you will be required to wait until they leave, and a Tally becomes free. Tallies are located on hooks adjacent to the sculling bay door.
- A face covering should be worn whilst entering, using, and exiting the Changing Rooms via the toilets
- Enter the Changing Rooms through the toilet area as normal. The changing room doors will be shut but the digital locks will have been secured in the open position. You will be required to use the hand sanitiser provided before entering the changing room. ALL people entering the Changing Rooms are required to use the Sanitiser irrespective whether, for any reason, you find the door already open.

- Find a free changing space marked on the wall. Use the Disinfectant Spray and paper towels provided to clean the area you are getting changed in.
- Once changed pack your clothes, clean down your area again and leave the changing room via the toilets disposing of the paper towels in the bin provided.
- The tally must be cleaned by placing it in the bucket of cleaning solution provided and returned to its hook.
- Inform a club officer if any of the cleaning materials require attention.
- You are reminded not to leave any valuables with your clothes in your bag.

Communal lockers may also be used by those needing access to changing rooms but must be sanitised prior to and after use by the user. To access any locker, you must follow the tally system for access to the changing rooms.

### **Bar and Kitchen**

The social areas are now open for members to use; further details can be found in Appendix 5.

Members are strongly encouraged to wear face coverings at all times when inside except when removal is necessary (e.g. eating and drinking).

Please note that a maximum of 2 people are allowed in the kitchen at any one time.

Members must respect the decision of others to not use social facilities or to remain outside.

### **Cleaning & Housekeeping of Equipment**

We advise all members, including the owners of private boats that might be shared to follow the instructions given below regarding the cleaning of equipment, these are in-line with Government Tennis balls should be placed in the assigned bucket of cleaning solution during your outing. These should be replaced back on your boat at the end of your session.

The boat tagging system is now back in operation, tags should be cleaned and placed on the pegs when out on the water and returned to a rigger when off the water.

We ask that single scullers boat as a pair of hulls where possible so that you can adopt a 'buddy system' whereby should one of you need assistance in an emergency then the other can either give or call for assistance.

### **Please Note**

Guidance will undoubtedly change in the coming weeks; the Panel will attempt to keep abreast of such changes so these guidelines/procedures will change from time to time.

If you decide to proceed with an outing based on the above plan (either individually or as part of a crew), it will be at your own risk. PCRC would discourage anyone from taking any unnecessary risks during the Covid-19 pandemic and this includes outings in a single scull whereby you do not feel confident of being able to self-rescue or boat/de-boat by yourself.

This framework has been put in place by the Panel to allow access to boats and equipment for use on both the lake and the river. When using the river, you should adhere to boating times and make sure that you return in a timely manner, any lateness in returning will result in the ability to use the river being withdrawn either on an individual or club-wide basis.

When using the river, please be aware that there has been an influx of extra people in areas around waterways and on the water itself. Please promote a courteous attitude towards other water users and be aware many may be new to the waterways and have limited knowledge of navigation rules.

Please also note that there is a new hazard on the river around the buttresses of the Parkway Bridge at the end of the Embankment, please see separate safety notice about this hazard.

**Stay safe at all times.**

## Appendix 1 - Instructions for On Water Rowing – ‘Show, Row & Go’

### Booking

- Select your preferred timeslot and boat on the electronic booking system.
- All attending members must book on; this applies to both private and club boat users.

### Arrival

- Prior to arrival carry out a self-check health assessment for any symptoms of COVID-19.
- Arrive on time for your time slot in the clothes you expect to row in where possible.
- Maintain social distancing as much as possible when not in a boat.
- Do not attempt to enter the club early.
- Wash your hands at the handwashing station before touching anything.

### Collecting equipment

- Place tennis balls in the assigned bucket of cleaning solution, tag on the board
- Wash and check the boat thoroughly, inside and out along with the blades using soapy water. This includes riggers, gates, slides and cockpit. Spray the shoes with the disinfectant in the canisters.
- Ensure coxes have the correct equipment - lifejacket, coxbox, visor and face covering.

### Boating

- It is okay to have help carrying your boat provided social distancing is maintained.
- For singles, try to boat in pairs so you can operate a buddy style system in case of emergencies.

### Exercising

- Do not spit or shout.

### De-boating and cleaning

- Once out of the boat, maintain social distancing where possible.
- Wash the boats and blades thoroughly as you did prior to boating.
- Retrieve tag and dunk in tennis ball bucket. Place tennis balls and tag back on riggers.
- Place boat and blades back on the rack.
- If you are the last session, help tidy the hard by putting trestles away, wheeling boat trolleys in, emptying buckets, putting wash cloths in the bucket of cleaning solution, etc.
- Wash your hands.

### Leaving

- Report any damage in the damage book.
- Keep use of the changing rooms and showers to a minimum (use tally system to access).
- Incidents or near-misses should continue to be reported to the Club Rowing Safety Advisor, via the online incident reporting facility on the British Rowing website <https://incidentreporting.britishrowing.org/>



## **Appendix 2 – Instructions For Booking a Boat**

The electronic booking system can be found here:

[https://www.supersaas.com/schedule/PCRC/Boat\\_Booking\\_System](https://www.supersaas.com/schedule/PCRC/Boat_Booking_System)

You will need an account to make a booking; this is free.

### **Fair Access to Sessions**

Bookings can be made up to 7 days in advance. You must make a booking prior to rowing; this applies to private and club boat users. The captains will aim to ensure boats being taken to events are booked out accordingly.

### **Instructions for Making A Booking**

- 1) Click your preferred start time on the calendar (create new reservation button on mobile)
- 2) In the dialogue box:
  - a. The 'When' will match the time/date you have just selected. Default booking length is two hours. Amend the finish time if you want to change this.
  - b. Select your boat from the 'Boat List' dropdown. Boats marked with an asterisk (\*) are captains' permission; normal limitations apply. Boats already booked at that time will be greyed out and unavailable for selection.
  - c. Type your name in the 'Full Name' field.
  - d. Add the names of the other crew members in the 'Other Crew Members' box
  - e. Tick 'Send email' if you want a confirmation email.
- 3) Click 'Create Reservation' at the bottom of the dialogue box to complete. This will take you to the 'Agenda' tab, listing all your upcoming bookings.

Please contact a captain if you wish to use a captains' permission boat.

### **Appendix 3 - Keyholder Duties**

#### **Opening**

- 1) Unlock the gate to the carpark, locking the padlock on the post and securing the gate open with the rope.
- 2) Unlock the boathouse doors and make sure that padlocks are locked back on the rings and that shutters are fully open.
- 3) Switch on boathouse/toilet lights.
- 4) Open the main club doors and pull open the shutter.
- 5) Prepare a bucket of cleaning solution for tennis balls, boat and changing room tags.
- 6) Place changing room tallies on hooks by sculling bay door
- 7) Place a bucket of soapy water at the front of the boathouse for arrivals to wash their hands.

#### **Closing**

- 1) At the end of the session get the last members to help clear the hard.
- 2) Lock down the building, ensuring no-one is left inside.

#### **General**

- Always observe a safe distance between yourself and members/the general public.
- Give firm instruction to members upon their arrival and advise if you see someone doing something they should not.
- Do not leave without ensuring another keyholder is present to lock up.
- Always follow good hygiene practices remembering that hand hygiene is a key enabler to keeping Covid at bay.

## Appendix 4 - PCRC Gym - Management Plan

### Gym Set-Up

- 1) There are 17 stations set up in the gym:
  - o 8 ergo stations upstairs on the mezzanine
  - o 3 ergo/bike stations on the main floor
  - o 3 bike stations on the main floor
  - o 3 weight stations (1 machine, 2 squat racks)
- 2) The weight stations are outlined with hazard tape. Members may only exercise within their booked zone. Those who have booked a weights station may exit it to collect additional equipment (such as dumbbells, kettlebells, medicine balls, etc). Social distancing must be maintained as much as possible. Do not enter or take equipment from other stations during the booked session.
- 3) Each station is labelled, so it is easier for users to find the space they have booked, e.g. 'upstairs ergo 1', 'downstairs ergo 3', 'rear weight machines', 'squat rack 2'. These match the names on the online booking system.
- 4) All downstairs equipment may be wheeled outside, weather permitting.

### Booking a Session

- 5) Available booking times for adults can be found on the gym booking system. Junior training sessions will be organised by the junior coaching team. WCS sessions will be organised by the WCS coaches.
- 6) Senior members must book their station in advance using the online booking system. This is through superSAAS: [https://supersaas.com/schedule/PCRC/Gym\\_Booking\\_System](https://supersaas.com/schedule/PCRC/Gym_Booking_System)  
This system operates in the same way as the boat booking system; instructions on how to use it are provided in Appendix 2.
- 7) The booking system contains the most up-to-date opening times for adults.
- 8) If multiple users are using the same station (i.e. sharing a weights station), all must be named on the booking.

### Using the Gym

- 9) Use of the gym is primarily for individual exercise. Two users may share one station provided that equipment is sanitised between uses.
- 10) Users may not enter the club until their start time and should wait outside away from the boathouse until that time.
- 11) Members are encouraged to arrive at the club in kit ready to train. Bags and kit brought into the gym should be stored within your station.

- 12) Entrance and exit to the gym are through the changing rooms whilst following the club one-way system (so entry through main entrance, exit through the boathouse). All doors within the gym must remain closed to ensure maximum ventilation efficiency.
- 13) Face coverings are encouraged when entering and leaving the gym.
- 14) Members must wash their hands before entering the gym and wash their hands again before leaving. Hand sanitiser is available in the changing rooms.
- 15) Members must clean the equipment in their station before and after they use it; ensure you leave ample time to complete this. Anti-viral cleaner (spray bottles containing yellow liquid) and blue paper rolls are provided by the club for cleaning.
- 16) To clean the ergo, ensure all touchpoints and high-risk areas are thoroughly wiped clean before and after your session, including:
  - Slide rail and seat
  - Foot stretchers and straps
  - Handle, handle stay and surrounding bodywork (not the chain)
  - Monitor and posts (do not directly spray the monitor)
  - Flywheel housing (do not directly spray the flywheel)
  - Touchpoints from carrying the erg outside if applicable (legs, body)

### **Use of equipment outside**

- 17) The three ergos and 6 bikes may be taken outside to train on. All other equipment should remain in the gym unless an exception has been granted by a club officer.
- 18) With the help of a second person, bring the equipment from the gym to the grass outside, and place on the slabs between the flagpole and the main doors. Clean the equipment as outlined above.
- 19) Please note that ergs/bikes cannot be used outside if it is raining. If it starts to rain during your session, bring equipment inside. You may wait until the rain has stopped and continue your session if time permits.

### **Preparing the gym**

- 20) By entering the gym, users are expected to:
  - Check that there are suitable cleaning materials on each station
  - Switch on the ventilation system and air conditioning units
  - Report any equipment issues to a club officer
  - Remind other users if any rules are broken

- Last user to exit must switch off the ventilation system, air conditioning units and lights

### **Third party cleaning**

- 21) A third party has been contracted to provide deep cleaning services at regular intervals, in line with commercial gyms and leisure facilities. This is carried out on Monday, Wednesday and Friday mornings.

## **Appendix 5 – Use of social facilities (bar and kitchen)**

Use of social facilities is at members' own risk. Please respect others' decisions to not come inside.

### **General guidance on using social facilities**

- 1) Face coverings are strongly recommended when inside.
- 2) Keep movement around inside to a minimum.
- 3) Maximum of two people in the kitchen at any one time.
- 4) Contactless payment is now available at the bar.
- 5) If possible, open windows to promote ventilation.
- 6) Dirty cutlery, mugs, plates, etc should be placed in the dishwasher or cleaned by hand.
- 7) If kitchen is used to prepare food, clean surfaces after use.
- 8) Cleaning materials are provided on tables in the bar for members to use before and after use.

### **Wednesday night social – additional guidance**

- 1) The bar will be open from approximately 8pm on Wednesdays.
- 2) Pre-book space at the social on Facebook or by contacting Barry McCann or a captain.
- 3) Members often partake in group meals on Wednesday nights. It is recommended that you do not queue for the kitchen but have one person delivering food to the table instead.