Guidance for Tennis Venues in England

COVID-19: RETURN TO PLAY

Version 5.2 – Published 23 September 2020 (updated 2 October 2020)



COVID-19 SECURE 'PLAY SAFE' GUIDELINES - RETURN TO PLAY

These COVID-19 guidelines apply to England only. They have been produced in line with Government announcements on the easing of lockdown restrictions, and the subsequent Government guidance on <u>gatherings</u>, <u>public</u> <u>spaces</u>, <u>and outdoor activities</u>, the <u>phased return of outdoor sport and</u> <u>recreation</u> and for <u>providers of out of school settings</u> published on the Gov.uk website.

Alongside these guidelines, venues should read any updated information published by <u>Sport England</u> and on <u>Government guidance for providers of outdoor facilities</u>.

Guidelines for playing tennis in Scotland can be read here and for Wales, here.

INTRODUCTION

We know tennis venues will be keen to provide a full range of opportunities for your members as soon as it is safe and appropriate for them to do so. By its very nature, tennis is an activity whereby close person to person contact can be avoided, with the Government saying tennis is a good example of an activity that can be undertaken in a way compliant with social distancing restrictions.

Based on our continued discussions with Government, the LTA has developed this updated set of practical guidelines for venues to follow so that tennis can be played in England, where the local environment allows.

We have indicated the key additions and updates to these guidelines for Version 3 of this document with [NEW] and [UPDATED] on the following pages.

These guidelines apply to both tennis and padel, and outline adaptations and considerations so that tennis activity can be enjoyed in a way that is in line with Government advice and helps to prevent the spread of COVID-19. They include measures to maintain hygiene and minimise unnecessary interactions with others.

As lockdown restrictions evolve, the LTA's guidance, in line with Government legislation and guidance, will shift in focus to ensuring that venues and coaches can provide COVID-19 secure environments, recognising the different operating contexts that organisations face.

Tennis venues across the country are all different and operate in different local contexts. Making an assessment of whether a safe exercise environment can be provided depends on a range of factors, which apply differently at each venue. It is the responsibility of each tennis provider, coach and facility to make that assessment based on their local environment.

These guidelines should be read in conjunction with the guidelines for players and coaches, and the new guidance for officials/competition organisers, and all elements of the guidelines should be considered to ensure activity can be delivered safely.

Should you have any questions, please refer to the FAQs on the LTA website.



GUIDELINES FOR TENNIS VENUES

IMPORTANT: Where a local lockdown is in place alternative measures and guidelines may be in place – venues in these areas are advised to check our main coronavirus information page at <u>www.lta.org.uk/coronavirus</u> before playing.

VENUE MANAGEMENT

- Ensure your club committee oversees and maintains the implementation of measures and any updates to them. Venues are advised to take time in implementing these updated guidelines
- All activity should be consistent with the government guidance regarding health, travel, social distancing and hygiene at all times
- Venues must consider safety first, particularly minimising the risk of infection/transmission. A thorough risk assessment should be undertaken (or updated if one previously done), and appropriate measures put in place to ensure participants, staff and volunteers are protected. A risk assessment template is available from the COVID-19 section of the venue <u>Resource Library</u> on the LTA website. For larger group activity and in line with <u>Government guidance on organising outdoor sport and physical activity events</u>, venues should consider transmission risk based on three variables: droplet transmission and aerosol generation; fomite transmission; and population
- [NEW] As a COVID-19 secure venue, all venues should have in place a process for how they would handle a case of someone testing positive. Venues should refer to the Test & Trace section below, and can find information on how to approach cleaning for such instances on the Government website
- Guidelines will be updated as we progress through the different phases of Government measures - the LTA remains in discussions with Government, so we recommend you check the official LTA position at <u>lta.org.uk/coronavirus</u> on a regular basis to stay abreast of the latest recommendations
- Any measures venues put in place to enable tennis activity to resume need to be capable of being flexed or changed quickly if tighter social distancing is reintroduced in the future or when the restrictions are further relaxed.
- This guidance is applicable to both outdoor tennis venues and indoor tennis venues

PRE-ATTENDANCE SYMPTOM CHECK

- Anyone attending a venue (including players, coaches, staff and any other visitors), should undergo a pre-attendance self-assessment for any COVID-19 symptoms using the information on the NHS website before leaving home.
- No-one should leave home to participate in tennis if they, or someone they live with, has symptoms of COVID -19, currently recognised as any of the following:
 - A high temperature
 - A new, continuous cough
 - A loss of, or change to, their sense of smell or taste
- Should an individual have demonstrated any such symptoms, they must follow <u>NHS and PHE guidance on self-isolation</u>



NHS TEST & TRACE

- If someone who has played at your venue develops symptoms of COVID-19, they should be directed to follow the Government's 'test and trace' guidelines, which can be read on the <u>Gov.uk</u> website
- To support NHS Test and Trace, venues should keep a temporary record of all those on site for 21 days, in a way that is manageable, and assist NHS Test and Trace with requests for that data if needed. This should also include keeping a temporary record of staff shift patterns for your venue for 21 days
- [UPDATED] For venues providing hospitality or indoor sports facilities, it is a now a mandatory requirement have a system to collect NHS Test and Trace data, and keep this for 21 days – this can be via the NHS app (see below)
- [NEW] Further guidance on maintaining records of staff, customer and visitors to support NHS Test and Trace can be <u>read on the Government website</u>

NHS COVID-19 APP [NEW]

- Venues that provide indoor tennis facilities or offer hospitality must download and display an official QR code poster for visitors to scan with the NHS app
- Any other tennis venue that has an indoor space where people congregate is also encouraged to create a QR code poster for the entrance to that venue. By supporting the official NHS QR code poster system, you'll be protecting your visitors and your business.
- To create a coronavirus NHS QE code for your venue visit the Government website – if you need help, see this guide on how to create your poster
- When displaying posters, venues should ensure that enough are on display and located appropriately to allow visits to scan in without queues forming – see the NHS' tips for displaying your posters
- Be aware that for venues that are required to collect data, you will still need to offer a manual option for recording visitors' contact details, for people who do not have a smartphone or do not want to use the NHS COVID-19 app, or who do not wish to show you their venue check-in history
- If you have a locker room or communal area where people may leave their phones, then you can <u>display this poster</u> to advise them to pause the contact tracing on their app
- Further help and guidance is available on the NHS website, including <u>FAQs</u> for venues, guidance posters for the public on how to download the app on iOS and <u>Android</u>, and how to use the QR code poster to scan in to a venue

TENNIS ACTIVITY

- Singles and doubles can be played with people from different households, as long as players remain 2 metres apart as far as possible – meaning that four people from different households can play doubles
- Play is permitted on both outdoor and indoor courts
- For padel, doubles play is also permitted but extra care is advised and it should only be done so where players are confident they can maintain 2 metres apart
- [UPDATED] Restrictions on group numbers vary depending on if the activity is informal social play or organised group activity, and if it is outdoors or indoors
- [NEW] Organised group activity (as detailed below) is defined as being activity organised by a national governing body, club, registered instructor/coach, business or charity, where in all cases organiser must conduct a risk assessment and take all reasonable steps to limit



transmission of the coronavirus by reference to that risk assessment and all relevant COVID-19 Secure guidance. Further details are provided on the <u>Government website</u>

INFORMAL SOCIAL PLAY

- For informal social play, group size is limited to a maximum of six people by law. This means you can play tennis providing people only meet up with no more than 5 other people from different households and observe social distancing guidelines
- People should not go to a tennis venue socially in groups of more than six

ORGANISED GROUP ACTIVITY – OUTDOORS

- The government has confirmed that organised activity for larger groups, including coached sessions, club nights and competitions is permitted as an exception to the limit of six, provided the activity is in accordance with the COVID-19 Secure guidelines published by the LTA for venues, coaches, players and competitions. The Government has made it clear that organised larger group tennis activity is only permitted where this is the case
- Any organised larger group tennis activity is only permitted subject to a thorough risk assessment and event delivery plan, taking into consideration the relevant LTA and Government guidance, and where clear and appropriate risk mitigation measures are in place
- [NEW] When participating in any tennis activity indoors or outdoors, participants must not mingle in groups of more than six before and after the activity, while maintaining social distancing with those from another household at all times. If an organiser is not able to ensure this (including when arriving at or leaving activity or in any breaks or socialising) then such events should not take place. Attendees must avoid social interaction with anyone outside the group they are with, even if they see other people they know, at all times during their visit
- Larger group sessions may need to utilise multiple full-size courts in order to maintain social distancing, depending on the local environment and risk assessment. Where space and number of courts available is limited, then based on your risk assessment only smaller group sessions may be possible. Coaches should refer to the <u>LTA's recommended coach:player ratios</u> for more specific guidance
- For outdoors activity, the LTA recommends no more than 12 players on one full-size tennis court and surrounding areas at any one time, in order to ensure social distancing can be maintained at all times. Most tennis sessions will have far fewer than this number per court, but a scenario where this might apply is red stage tennis for children
- Whilst Government guidance does not state an upper limit for sport and physical activity participation events for adults, for those venues that have taken steps to ensure they are COVID-19 secure, we recommend that all venues very carefully consider the maximum capacity that they can operate at safely and whilst ensuring social distancing can be maintained at all times. All venues should produce detailed risk assessments and event delivery plans taking into account these factors
- For children, organised tennis activity including coached sessions should be limited to groups of no more than 15 children (plus coach(es), in line with guidance from the Department of Education on out of school settings



- Depending on your risk assessment, some activity that might ordinarily be delivered in larger groups (such as Cardio Tennis), might still need to continue in smaller groups for now, to ensure the safety of participants.
- More detailed guidance on the 'Return to Competition' for officials and competition organisers has been published at <u>Ita.org.uk/coronavirus</u> along with a template event delivery plan that can be used by venues organising club nights.
- Further information can be read on the Government's published <u>guidance on</u> <u>organising outdoor sport and physical activity events</u> and for <u>providers of</u> <u>grassroots sport and gym/leisure facilities</u>

ORGANISED GROUP ACTIVITY – INDOORS

In addition to the above, after the Government announced the introduction of new measures relating to indoor sport from Thursday 24 September, there are now also specific additional restrictions for indoor group tennis activity for adults that apply:

- [NEW] Organised indoor group tennis activity for adults (including coached sessions and club nights held indoors) can still take place in larger numbers in COVID-19 secure venues, however, participants should be organised into sub-groups of no more than six people (excluding coaches) and these sub-groups should stay separate from each other and not mix during the session
- [NEW] For indoor activity, no more than six adult players should be on one full-size tennis court and surrounding areas at any one time. The recommendation for children remains as for outdoors
- [NEW] There is an exemption for activity for disabled people, which can take place in any number, and organised group indoor activity for children is unaffected by this change and can continue as before in line with the limits for outdoors

COACHING

It is important that both recreational play and coaching activity takes place. Venues should continue to liaise with their coach(es) to ensure an approach to activity is agreed that is feasible to deliver safely, and how coaches can be supported to deliver lessons and group sessions

COMPETITIONS

- LTA approved competitions (Grade 2 to 6), team competitions and recreational competition can be played as long as they adhere to the LTA's Return to Competition guidance, in line with the Government's <u>guidance on</u> <u>organising outdoor sport and physical activity participation events</u>. Please note competitions may be limited in draw size depending on a range of factors including the COVID-19 secure capacity of the venue.
- Competitions can take place indoors and outdoors
- [NEW] While from Thursday 24 September new restrictions on indoor sporting activity have been imposed, organised indoor competition at COVID-19 secure venues can continue to take place for larger draw numbers, given activity on court for individual matches is under six people (this also means activity such as Club/County fixtures can continue to be held indoors). Off-court, individuals should limit their social interaction with others and not socialise in groups of more than six
- Detailed guidance on the 'Return to Competition' for officials and competition organisers has been published at <u>Ita.org.uk/coronavirus</u>



DISABILITY TENNIS

- [NEW] To support the resumption of the LTA's Open Court disability tennis programme, we have produced additional detailed tennis specific guidance for venues hosting inclusive and disability-specific activity
- Although activity levels were at a record high prior to COVID-19, participation of disabled people in sport has been greatly impacted by coronavirus – venues hosting inclusive and disability-specific tennis activity is therefore particularly encouraged
- [NEW] Be aware that disabled people as a group have been disproportionately impacted by the coronavirus pandemic, and so there may be increased concern and anxiety about returning to play. Venues should consider reaching out disabled players yet to return and finding out how people are, as well as discuss what their intention is for returning to tennis
- [NEW] LTA survey data shows that while an increasing number of disabled people are now returning to the court and are excited and happy to return to tennis, a large proportion say they are playing less now than they have been in the past. Nearly half feel uncertain or negative around their own safety and anxious about returning
- [NEW] Venues should ensure their own guidelines are updated and clear for disabled people, and involve them in the solutions to ensure their venue is COVID safe, for everyone
- [NEW] Communication is crucial, and venues should continue to promote the hygiene and coronavirus safety measures you have in place to help reassure disabled players about their return. Consider producing a virtual tour of the venue to demonstrate the coronavirus safety measures that are in place to help build confidence in these individuals attending your sessions (for people with sight loss ensure it is a video with audible cues)
- The LTA continues to work with our national partners in this area. Venues are also encouraged to read <u>guidelines published by Activity Alliance</u> to assist the reopening of activity in a welcoming and accessible way. Those running visually impaired tennis activity can also refer to <u>guidance on the British Blind</u> <u>Sport website</u>

WHEELCHAIR TENNIS [NEW]

- Player/coach using a tennis wheelchair for activity should be either:
 - Able to transfer themselves from their day chair into a tennis wheelchair
 - A person from their household or bubble can transfer the player from a day chair into a tennis wheelchair. This person should remain available throughout the session in case of an emergency or toilet break, if required support is needed
- Tennis wheelchairs owned by the venue should be sanitised pre and post activity. This should be conducted by a nominated member of staff, using appropriate PPE
- A person accessing a sports wheelchair owned by the venue should only use the tennis wheelchair that has been assigned to them, no swapping of wheelchairs mid-session should be allowed

VI TENNIS [NEW]

If verbal guiding is not appropriate, and the player doesn't have appropriate support from someone from their household/bubble, then guiding people with sight loss at tennis venues can take place as long as both the guide and visually impaired player follow the mitigations outlined below:



- Both people to wash hands or sanitise immediately before and after guiding
- Both people wear a face covering
- Use a tennis racket as a guiding aid, between the player and the guider. Player to hold grip end of the racket; guider to use head end of the racket
- Volunteers that are supporting players with sight loss should stay with the assigned player for the duration of the activity. Volunteers should not mix with other players to reduce the risk of transmitting the virus
- If players cannot travel on their own, it is advised they should be accompanied by someone from their household or bubble. Outside of the activity itself the law in relation to the 'rule of six' still applies, and so players that normally meet at a centralised point to travel to the venue with other players should ensure they do not meet in a group of larger than six people

SUPERVISION & SPECTATING

- Where attendance of a parent/guardian (non-participant) is required, or a carer for a disabled player, it is permitted, but should be off court and limited to one per player where possible
- Supporters, parents, and other spectators should remain socially distanced whilst attending events. Spectator groups must be restricted to discrete six person gathering limits and spread out, in line with wider government guidance
- Consider marking out specific boxes/areas for this purpose

SOCIAL DISTANCING

- Venues should be fully aware of the latest Government advice on staying alert and safe (social distancing) which can be read <u>here</u>
- Venues should encourage players not to congregate on or around the court before and after play
- Attendees should be advised to limit their interactions with anyone outside of the group they are attending the venue with (e.g. players on another court or in a different coaching group), and they should continue to maintain social distancing from those that they do not live with or are in a support bubble with

HEALTH, SAFETY & HYGIENE

- Ensure usual access to first aid and emergency equipment is maintained
- Guidance on delivering first aid during the coronavirus pandemic is available on the <u>St John Ambulance website</u>
- Further information for those who may need to act as a 'first responder' role in a sports setting is available on the <u>Government website</u>
- Make hand sanitizers or wipes available for use at entrance/exit to venue/courts and buildings where possible (Hand sanitizer stations can be sourced from the LTA Buying Group - see <u>https://www.ltabuyinggroup.co.uk</u>
- [UPDATED] Clean all common touchpoint surfaces (gates, door handles, handrails etc) regularly, wearing any personal protective equipment that would usually be used – it is not necessary to wear any PPE or clothing over and above what would usually be used
- Details on how to approach cleaning after an individual with symptoms of, or confirmed COVID-19, has left the setting or area is provided on <u>Gov.uk</u>
- Further guidance on maintaining hygiene at your venue is <u>available on the</u> <u>Government website</u>



OUTDOOR FACILITIES

- Ensure nets are maintained at the appropriate height to avoid players having to adjust them, and remove net winders
- If your courts require dragging (e.g. clay) or drying after rain, venues are advised to have a nominated person to do this or make disposable gloves and spray available for players to use
- Remove any other unnecessary equipment and items from courts, and ensure appropriate cleaning measures are in place items that remain in place. Equipment such as benches may be returned if necessary to provide support to participants, but regular and appropriate cleaning must be undertaken.

INDOOR FACILITIES

- Indoor courts and bubble courts, and other indoor facilities such as changing rooms and gyms are able to open – subject to specific guidance detailed on the <u>Government website</u>. This guidance should be read in full and any necessary measures implemented before any indoor facility is opened.
- Guidance provided around recreational play and group coaching is applicable for indoor venues, as well as outdoor venues. However, particular care should be taken in the production of a detailed risk assessment, to take into account the venue-specific considerations around indoor courts, access points and surrounding areas.
- While changing rooms and showering facilities can be opened, their use should in general be avoided where possible, with venues encouraging attendees to arrive at the facility in sports kit, and where possible to travel home to change/shower
- Changing/shower facilities however must be made available for participants with disabilities or special needs
- Clubhouses and pavilions can be opened for the public to access outdoor courts, use the toilet, or purchase food and drink (see additional guidance below on catering)
- Where toilet facilities are opened, particular care should be taken by those using them and those cleaning them
- Ensure soap and water is provided where any toilets are open
- Venues providing such indoor access should ensure clear signage is in place so people can find their destination quickly, putting in place queue management or one-way flow measures where appropriate, and limiting the number of customers in the building (both overall and in any particular congestion areas)
- Further guidance for the reopening of clubhouses and pavilions is provided on the Government website

BOOKINGS & PAYMENT

- Operate online booking for courts and sessions where at all possible, or alternatively use phone bookings
- It is no longer necessary to implement a buffer period between court/session booking slots, but venues should ensure appropriate signage is in place to guide safe entrance and exit to courts, with markings to facilitate social distancing around pinch points (e.g. court gates) and an area for people to wait safely for previous users leave the court
- Take any payments online, and avoid handling cash



Online bookings can be facilitated through ClubSpark, which is free for all LTA Registered Venues, and via a free online national booking platform - LTA Rally - which makes it easy for players to find, book and pay for courts from their mobile phone. Email <u>rally@lta.org.uk</u> for more information on how to sign up to ClubSpark or Rally

COURT ACCESS

- Ensure measures are in place to minimise encounters between people, including in car parks and at entrances
- Court users should be advised to clean their hands with hand sanitiser after touching shared surfaces such as gates. Where safe and appropriate, doors and court gates could be left open during playing hours
- Consider different entry and exit routes to the courts/venue where possible, and ensure this is clearly marked
- Consider marking two metre distances at appropriate points, such as the entry gates to courts

EQUIPMENT

- Players are advised to bring their own equipment, and where possible players and coaches should limit sharing of equipment - however, use of communal rackets can be done subject to thorough cleaning measures between use
- Any coaching equipment used (e.g. cones) should be cleaned and wiped down afterwards

CATERING & RETAIL

- [UPDATED] Bars, cafes and restaurants, including any food or drink facilities inside a clubhouse, can open – consumption is permitted on site (indoors and out) with table service only – this should only be done in accordance with the <u>latest guidance on the Government website</u> for this, which should read in full
- [NEW] From Thursday 24 September, all pubs, bars and restaurants must close by 10pm
- Make customers aware of, and encourage compliance with, limits on gatherings (for example, on arrival or at booking)
- For venues providing hospitality, it is now a mandatory requirement have a system to collect NHS Test and Trace data, and keep this for 21 days
- [NEW] From Thursday 24 September, venues offering hospitality need to display a QR code poster so customers can check-in via NHS Test and Trace, and will also need to log customers not using the app. Posters displaying the QR code can be <u>downloaded from the Government website</u>
- Hot and cold food and drink may also be served on a takeaway basis
- [NEW] <u>Face coverings</u> should now be worn by both staff and customers in indoor retail and hospitality environments at all times, except when seated at a table to eat or drink
- Consider mandating contactless or card payment, to avoid handling cash
- Further information is also provided on the <u>Food Standards Agency website</u>
- Retail units at a venue can be opened in accordance with <u>relevant guidance</u> on the Government website
- The Government has now published details on a temporary VAT cut to supplies relating to hospitality. If you're a VAT registered business, you should be able to temporarily reduce the rate of VAT on supplies relating to hospitality, with more detail published in the <u>Government's guidance</u>



COMMUNICATION

- Communicate with your members/customers clearly and regularly, making them aware in advance of the measures you are putting in place at your venue, and guidelines they are asked to follow
- Venues should make members/customers aware that undertaking any activity, including tennis, has the potential for increased risk of transmission of COVID-19, and advise attendees to read the <u>Government's guidance on</u> <u>staying safe outside your home</u>
- Ensure signage on guidelines for maintaining social distancing and promoting hygiene measures is clearly displayed (and ensure these remain up to date as restrictions change)
- Posters that can be used to aid communication will be available from the COVID-19 section of the <u>LTA Resource Library</u>

AGMS & OTHER MEETINGS [NEW]

- Meetings, including AGMs, of more than six people that involve people beyond venue committee members, should not currently take place physically
- Venues should read the <u>detailed guidance for AGMs</u> produced by the LTA and Brabners and can be downloaded from the COVID-19 section of the <u>LTA's Venue Resource Library</u>, which outlines steps venues need to take before holding a virtual AGM or hybrid AGM
- Venue committee meetings can be considered as work, and so can take place physically if required. However, venues should continue to host this meetings online wherever possible

