

## HLTC EVENT DELIVERY PLAN – COVID-19 – MATCH PRACTICES

<b>Name of event</b>	Match Practices	<b>Location</b>	Hillside LTC
<b>Description of event</b> (e.g. Competition, Club Night)	Mondays & Tuesdays in April	<b>Size of the event</b>	Up to 20 participants
<b>Date</b>	First sessions are 5 <sup>th</sup> & 6 <sup>th</sup> April 2021 Then Mondays and Tuesdays throughout April 2021	<b>Timings</b>	6.30 – 8.30pm
<b>Event co-ordinator</b>	Jane Drew	<b>Event staff</b>	N/A (all club members)
<b>Before the event</b>	<p><b><i>How will you design the event timetable to ensure social distancing is maintained at all times?</i></b></p> <p>All other court bookings will be suspended during these sessions with the exception of Tuesday 6<sup>th</sup> April as there are already bookings.</p> <p><b><i>What will you put in place to minimise encounters between people?</i></b></p> <p>One-way movement has been implemented around the clubhouse, to and from the entrance gate. All attendees will be reminded of the need for social distancing by email and posters. The Event Co-ordinator will remind people when present during these sessions.</p> <p><b><i>How will you brief participants in advance of the event?</i></b></p> <p>Participants will be briefed via the club email system and by personal contact from the Event Co-ordinator.</p> <p>A register of attendees will be kept by the Event Co-ordinator in case it is needed by the Test and Trace Service.</p>		
<b>During the event</b>	<p><b><i>How will you ensure that participants and parents/guardians can remain socially distanced at all times?</i></b></p> <p>Only those taking part will be present on the allocated courts. All tennis players will be playing doubles and asked to keep apart both while playing and in between sets. Only one person at any one time will be allowed in the clubhouse and only for essential purposes such as access to toilets. No refreshments will be served. Any persons waiting to play will be reminded to keep 2 metres apart, outside and will be prohibited to use the clubhouse to wait.</p>		

	<p><b><i>How will you limit shared use of equipment (i.e. rackets,)?</i></b></p> <p>The club will not supply any rackets. Only the tennis balls will be shared but will be kept within the court using them. Players will be reminded to sanitise hands on entering and leaving the courts.</p> <p><b><i>What precautions will you put in place to ensure good hand hygiene from participants?</i></b></p> <p>All participants are asked to bring their own hand sanitiser and use it regularly. A hand sanitiser dispenser has been installed at the entrance to the club and hand sanitiser is also available at the entrance to each court. All participants will be reminded of the need for hygiene and suitable posters will be displayed. Soap, water and paper towels are available for anyone using the toilets in the clubhouse.</p> <p><b><i>How will you manage any rain delays?</i></b></p> <p>In the event of rain participants will be asked to go home.</p>
After the event	<p><b><i>How will you ensure that participants can safely leave the site in a socially distanced way?</i></b></p> <p>A one-way system will be in place around the clubhouse, to and from the entrance gate.</p> <p><b><i>How will you clean any equipment (i.e. mini tennis nets, orange lines and scoreboards)?</i></b></p> <p>The only communal equipment will be the tennis nets and participants will be asked to wipe them down with supplied wipes when leaving.</p> <p><b><i>How will you prevent large groups from congregating after the event?</i></b></p> <p>All participants will be asked to leave as soon as they have finished playing with no socialising after the event.</p>