



**(Summary)**

**Ballincollig RFC**

**Return to play**

**Safety Plan**



## COVID 19 Policy Statement

**Ballincollig RFC** is committed to providing a safe and healthy workplace for all our workers, players, members, visitors and customers. To ensure that, we have developed the following COVID-19 Response Plan. All managers, supervisors, coaches, players, club-members, tenants and workers are responsible for the implementation of this plan and a combined effort will help contain the spread of the virus. We will:

- continue to monitor our COVID-19 response and amend this plan in consultation with our workers and members.
- provide up to date information to our workers and members on the Public Health advice issued by the HSE and Gov.ie
- display information on the signs and symptoms of COVID-19 and correct hand- washing techniques
- provide an adequate number of trained Worker Representative(s) who are easily identifiable and put in place a reporting system
- inform all workers, members and visitors of essential hygiene and respiratory etiquette and physical distancing requirements
- adapt the workplace to facilitate physical distancing
- keep a log of contact/group work, training partners in line with IRFU guidelines to help with contact tracing
- have all workers attend an induction / familiarisation briefing
- develop a procedure to be followed in the event of someone showing symptoms of COVID-19 while at work or in the workplace
- provide instructions for workers to follow if they develop signs and symptoms of COVID-19 during work
- intensify cleaning in line with government advice

All managers, supervisors, coaches, players, managers and workers will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions. This can be done through the Worker Representative(s)

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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## HSE Guidelines

To prevent infection and to slow transmission of COVID-19, do the following:

- Wash your hands regularly with soap and water or clean them with alcohol-based hand rub.
- Maintain at least 2 metre distance between you and another person.
- Avoid touching your face.
- Cover your mouth and nose when coughing or sneezing.
- Stay home if you feel unwell.

### **Ballincollig RFC Return to Safety Plan**

Based on Roadmap and with consideration to the need to be adaptive to timelines, BRFC have prepared the following Safety Plan for the Club's return to training and playing Rugby.

Date	Activity
<b>From 1<sup>st</sup> July 2020</b>	This stage allows for skill development and includes a provision for tag rugby and touch rugby.
<b>From 20<sup>th</sup> July 2020</b>	This stage is a graduated return to contact. While continuing with skill-based activities, no scrummaging or mauling will be permitted in the early part of this stage. It will build with controlled contact development towards a defined contact training block to ensure games may commence in early September.
<b>From 1<sup>st</sup> August</b>	<ul style="list-style-type: none"> <li>• Controlled contact development: Build-up use of pads and shields to progress. Work in grids or drills of 2 to 3 participants progressing from walking, jogging to running.</li> <li>• Control contact development. Working in small numbers on 1 to 1 contact scenarios with controlled gradual progression, examples;</li> <li>• Open play: 1v1 tackle, 2v1 ruck, 3v2 defence etc.</li> <li>• Scrum: 1v1, 2v2, 3v machine, 3v3, 5v machine, 5v5 8v machine, 8v8, etc.</li> <li>• Lineout: unopposed working from 3 players progress to 7 and then add opposition etc (limit the amount of time mauling).</li> <li>• Building contact: Impact with bump, targeting contact entry points only</li> <li>• Contact limited numbers and time.</li> <li>• Unit Forward (8 players)</li> <li>• Unit backs (7 players)</li> <li>• Phase play (varied eg 6v4, 7v5, 10v5, 10v8, 7v7, 15v5 etc.)</li> <li>• Contact gradual progression to reflect the reality of the game and duration of session. Therefore, you may build in a 10 to 15min hit out for the session.</li> <li>• Possibly friendly – warm-up 29th, 30th of August.</li> <li>• Initial fixtures September 5th 6th (In cooperation with National and Provincial competition committees)</li> </ul>

## **Return to Play Induction**

In advance of returning to training, it is essential that ALL players and coaching staff complete a Covid-19 Induction Training programme and return to play questionnaire.

### **Symptoms**

Any player, coach or other potential visitor displaying symptoms of COVID 19 must instantly remove themselves from the club and commence self-isolation at home. Medical guidance should be sought from the latest COVID 19 protocol on HSE.ie.

### **General Health**

Covid 19 will continue to circulate following this relaxation of lockdown measures. Persons who asymptomatic, are still capable of spreading this virus.

Any return to full contact action will involve a relaxation of the social distancing rules recommended in the wider community at that time. Adult players, parents of underage players, spectators and other club members must make an informed individual decision regarding attendance at **Ballincollig RFC** based on their age, their own medical history, and the medical history of those living in their household.

## **Roles and Responsibilities**

- **Ballincollig RFC** have appointed a Covid-19 Safety Committee chaired by the Covid -19 Safety Officer/s to include,
- All Covid-19 Compliance Officers
- Director of Rugby
- This list is not exhaustive.

### **Covid-19 Safety Officer**

- The Covid-19 Club Safety Officer shall undertake the following duties, or delegate them to a named and competent member of the Club Committee:
- Lead the Safety Committee which may be comprised of the Covid-19 Club Compliance officers, Coaches, Referees, Committee Members, First Aid Responders, and any other relevant persons.
- Nominating participants to act as the Covid-19 Club compliance officers. The number of Covid-19 Club Compliance officers will be proportional to the size of the club, the number of teams and number players. It is likely these individuals will be coaches or team managers. A Covid-19 Club Compliance Officer must be present at all club activities.
- Receive updates from Covid-19 Club Compliance officers on activities.
- Assessing risks (carry out Risk Assessments), developing Club Covid-19 Safety Plan.
- Putting procedures in place for club members to return to rugby in line with forthcoming guidance from the IRFU and published guidance from member state Governments.
- Keep updated with ongoing Government, Health Authority and IRFU advice and update the procedures accordingly
- Communicate with members on latest updates and changes to training and club activities
- Develop an emergency response in line with Government, Health Authority and IRFU advice Guidance for a suspected Covid-19 case.

- Ensuring that all management and club members are provided with and participate in necessary induction, training, and adhoc briefings
- Co-ordinate adhoc briefings when required to communicate messages about good hygiene, respiratory etiquette, and physical distancing.
- Ensure all management & Members have returned their Pre-Return to Rugby Personal Assessment Declaration. These shall be provided by the IRFU.
- Providing safe equipment including personal protective equipment, where necessary
- Ensuring Signage and Information relating to Covid-19 symptoms and hygiene requirements are in place
- Ensuring Signage and Information relating to IRFU and Club rules and requirements with respect to Covid-19 are in place.
- Ensure action checklists for the Covid-19 Club Compliance officers are completed.
- Address any club member concerns
- Report to club Hon Sec regularly

### **Covid-19 Compliance Officers**

Covid-19 Club Compliance Officer will carry out the day to day monitoring of compliance with protocols as set out in the Return to Rugby Guidance Document. The number of Covid-19 Club Compliance officers will be proportional to the size of the club, the number of teams and number players. It is likely these individuals will be coaches or team managers. A Covid-19 Club compliance officer must be present at all club activities.

The Covid-19 Club Compliance Officer shall:

- Monitor activity to ensure social distancing and hygiene rules are followed.
- Complete the action checklist (daily, weekly, monthly) and provide to the Covid-19 Club Safety Officer.
- Ensure players and club members are aware of Covid-19 and the clubs' procedures
- Facilitate training of players and club members, where required
- Keep updated with all new Government, HSE and IRFU guidelines
- Report to the Covid-19 Club Safety Officer with any updates
- Review IRFU Pre-Return to Rugby Personal Assessment Declaration provided by members
- Maintain confidentiality of suspected cases
- Provide safe equipment including personal protective equipment, where necessary
- Follow protocols for persons showing symptoms of Covid-19.
- Assist in contact tracing should there be a confirmed case of Covid-19 to allow their return to play
- Advice in instances where non-compliance with social distancing, respiratory etiquette and hygiene rules are observed.
- Implement temperature testing in line with Public Health advice, or if requested from a member.

### **Coaches and Referees**

Coaches/Referees have a responsibility to ensure that training activities and club operations do not cause unnecessary risks to players and the wider community.

They shall achieve this through:

- Liaising with the nominated Covid-19 Club Compliance Officers, if not acting in this position
- Participating in Covid-19 training as required
- Planning training activities to align with those permitted at any given time
- Educating teams and reinforce good personal hygiene and etiquette, physical or social distancing and handwashing

### **Players and /Participants**

Players/ Participants of the clubs have a responsibility to act in a safe and respectable manner while at the grounds. Failure to do so could result in the formation of clusters at the club endangering the wider community. All Players/Participants should be advised to:

- Make themselves aware of the symptoms of COVID-19 and monitor their own wellbeing
- Complete IRFU Pre-Return to Rugby Personal Assessment Declaration and send to COVID-19 Club Compliance Officer a minimum of 3 hours before returning.
- Participate in the induction, and any training provided by the COVID-19 Club Safety Officer and COVID-19 Club Compliance Officers (Response Management Team) in line with Public Health advice
- Read and follow the club's procedures and confirm they understand it.
- Practice a high level of personal hygiene by washing their hands frequently
- Make themselves aware of the symptoms of COVID-19 and monitor their own wellbeing
- Be open and honest if they have been in contact with a COVID-19 case or suspected case
- Self-Isolate at home and contact their GP if they display any symptoms.
- Report to the COVID-19 Club Compliance Officer immediately if they develop symptoms while at the training
- Complete any temperature testing as implemented by the COVID-19 Response Management Team in line with Public Health advice
- Practice a high level of hygiene
- Ensure their next of kin is on file
- Listen to ongoing HSE & Government advice
- Keep a contact log of direct contact with other people [www.covidtracker.ie](http://www.covidtracker.ie)
- Following suspicion of COVID-19, or recovery from the illness, provide a return to rugby letter from the Doctor or personal declaration.

### **Parents and Guardians**

Parents and Guardians are requested to adhere to the above requirements, and they are also responsible for ensuring children under their care act in accordance with the above.

### **Preparation for Resumption**

Personal hygiene practices and respiratory etiquette are important to prevent the spread of COVID-19. Advice, as well as appropriate HSE signage should be put in place advising on these practices.

The COVID-19 Club Safety Officer and COVID-19 Club Compliance Officers, Appropriate hygiene facilities are in place

- Hand sanitisers/hand wipes and/or hand washing facilities are readily available
- Bins/bags for disposal of tissues are available
- Bins to be emptied at regular intervals
- Disinfectant is readily available to allow members to clean areas and equipment.
- A No-Hand Shaking / No Physical Greeting Policy is put in place

### **Prevention of Spread**

In order to reduce the likelihood of spreading the virus Members are advised to:

- Avoid close contact with anyone who has a fever and cough
- Refrain from shaking hands or offering other forms of physical greeting
- Not touch their eyes, nose or mouth if their hands are not clean
- Not share objects that touch their mouth, for example, bottles, cups, foodstuffs, mouthguards etc.
- Maintain hand hygiene and respiratory etiquette as outlined below

### **Hand Hygiene**

Hand Hygiene involves hand washing correctly with soap and water, or an alcohol-based hand sanitiser, for at least 20 seconds;

- Before and after training
- After coughing or sneezing
- If they've had contact with a person who is displaying any COVID-19 symptoms
- When arriving and leaving areas
- When hands are dirty
- After toilet use

### **Respiratory Etiquette**

In addition to hand hygiene, good respiratory hygiene and etiquette is also necessary.

- Cover your mouth when coughing and sneezing with a tissue and then dispose of the tissue in a bin.
- If you don't have a tissue, use the sleeve of your arm and not your hand
- Wash hands after

### **Physical Distancing Etiquette**

Members are expected to:

- Avoid physical greetings while remaining courteous to others
- Respect the personal space of others by keeping a 2m distance from them where practicable
- When passing within 2m of another person, do so briskly
- Walk in single file in walkways if there are others travelling in the opposite direction
- Avoid stopping for conversations in walkways
- When in a passageway wide enough for one person only, stand back and allow the other person to pass if they were on the route before you.
- Respect other people's possessions keep your own water bottle, hand sanitiser, face mask, etc.
- When using toilet facilities, persons should, where possible, avoid using the sink or urinal directly beside one which is in use by another person

### **General Cleaning Guidelines**

- Cleaning Guidelines for clubs and facilities will need to be enhanced to prevent cross contamination, particularly in common areas and at touch points including:
  - Taps and washing facilities, Toilet flush and seats.
  - Door handles and push plates.
  - Handrails on staircases and ramps.
  - Light Switches, Communications equipment.
  - Keyboards, photocopiers, and other office equipment.
  - Rubbish collection and storage points

### **Cleaning after a suspected case**

For cleaning of areas where a suspected case has come in contact, or after the present of a suspected or Confirmed Case of Covid-19

The isolation room will need to be deep cleaned as well as the areas where the person came into contact with surfaces. The following should also be completed,

- Where possible close and secure area for 72 hours, if this is not possible then -
- The area should be well ventilated with fresh air for a minimum of 1 hour
- The spaces should be carefully cleaned with a neutral detergent, followed by decontamination of surfaces using a disinfectant effective against viruses.
  - Cleaning of toilets, bathroom sinks and sanitary facilities need to be carefully performed, avoiding splashes. Disinfection should follow normal cleaning using a disinfectant effective against viruses
  - All textiles (e.g. towels, curtains, etc.) should be washed using a hot-water cycle (90°C) with regular laundry detergent. If a hot-water cycle cannot be used due to the characteristics of the material, bleach, or other laundry products for decontamination of textiles need to be added to the wash cycle.
  - Follow manufacturer's instructions for Use of cleaning products and disinfectants
  - Use Disposable, single-use cleaning equipment if practicable, e.g. disposable cloths or paper roll.
  - Staff should wear the following PPE while cleaning after a suspected case:
    - Surgical mask
    - Single-use plastic apron and gloves.
    - Hand hygiene should be performed each time after removing gloves or mask.
  - Waste material produced during the cleaning should be placed in a separate bag, which can be disposed in the unsorted garbage.

## **Workstations**

Consideration should be made to club houses that have workstations and offices. All work areas must be cleaned regularly. Workstations must be left clean and tidy at the end of every day by all users. Should a confirmed case be found on the premises it is important that the cleaners can fully sanitise the workstations so limiting loose material on the desk is necessary.

Each desk should be provided a bottle of hand sanitiser and tissues. However, members are encouraged to wash their hands with warm water and soap.

## **Sanitary Facilities**

The cleaning of toilets sinks, and other sanitary facilities used by several people should be carefully performed.

Member's engaged in environmental cleaning should wear PPE when performing cleaning activities. The use of the usual set of PPE (e.g. uniform – which is removed and frequently washed in warm water and gloves) is enough for the protection when cleaning general premises.

The cleaning materials should be thoroughly cleaned at the end of every cleaning section. Hand hygiene should be performed each time PPE such as gloves are removed. Waste material produced during the cleaning should be placed in the general waste receptacles.

## **Cleaning between training sessions**

Cleaning of high touch items is advised between Training Sessions to reduce the risk of spread between pods and training groups.

## **Balls and Equipment**

Once ball work and equipment use are permitted a robust cleaning system must be implemented to reduce the risk of spread of the virus. This would include -

- Cleaning balls before and after each training session.
- Cleaning equipment before and after each training session

Studies have shown that coronavirus can live on plastics up to 72 hours. Clubs may wish to rotate some equipment (tackle bags, hit shields etc) to allow 72 hours between use to reduce the risk of spread of infection. This would not negate the requirement for sanitation before and after each use.

## **Training Plans**

Suitable training plans should be prepared, electronically sent to the COVID-19 Club Safety Committee for approval and such plans should be in line with local government advice in each Step/Phase.

## **Minimising numbers in the Clubs**

The number of players/coaching staffs in the club should be limited depending on the Governmental advice at any one time. Training session(s) should be appropriately arranged so that players are clear as to the date and time of their training. Once arranged, players must stay in their allocated day/time slot and cannot observe, participate, or otherwise be involved on other sessions. Multiple additional training sessions may be required to ensure that all players can access training safely.

Training can only involve the type of training permitted at that time. The Safety Committee will keep updated on all government advice.

## **Use of PPE**

The wearing of PPE (gloves, masks, goggles) should not take the place hygiene and cleaning measures to prevent spread of COVID-19, as outlined above. PPE should be selected and worn based on the hazard of the specific task / person. Wearing of PPE in line with existing occupational health and safety risk assessments should be maintained.

Guidance on the use of PPE in COVID-19 prevention should be updated when necessary in accordance with Public Health Advice. People who are expected to wear PPE must be trained in their proper use, cleaning, storage and disposal.

## **Disposable Gloves**

Do not wear disposable gloves in place of washing hands. The virus can get on gloves in the same way it gets on hands. Also, hands can become contaminated when gloves are taken off.

Disposable gloves should be worn in medical settings or in instances where close contact between members is unavoidable.

Be aware that wearing disposable gloves can give a false sense of security. A person might potentially:

- sneeze or cough into the gloves - this creates a new surface for the virus to live on
- contaminate themselves when taking off the gloves or touching surfaces
- not wash their hands as often as they need to and touch their face with contaminated gloves.

## **Face Masks**

Using masks is unlikely to be of any benefit if the wearer is not sick. Sick people will be advised by their doctor when to use a mask. Players/coaches may request masks and other personal protective equipment to protect them from infection during their training

Current guidelines from the HSE/NHS do not recommend the wearing of face masks and/or the undertaking of temperature testing at training; the preferred approach is to ensure social distancing and good hygiene measures.

## **Training and Communications**

### **COVID-19 Club Officer/s**

The COVID-19 Club Safety Officer and Compliance Officers should be provided with ongoing training on how to communicate with members about COVID-19 as well as deal with any suspected cases. They should keep updated with, IRFU, Government and Health Authority guidelines to update documents, management, and members.

### **Inductions**

Induction Training should be provided for all Members and participants prior to returning to Rugby and during transitioning from phase to phase. This training will include the latest up- to-date advice and guidance on Public Health, including

- Hygiene techniques, respiratory and physical distancing etiquette.
- Tips for travelling to and from training
- What a member should do if they or a member of their family develops symptoms of COVID-19
- Details of how the Club is organised to address the risk from COVID-19
- An outline of the COVID-19 response plan
- Identification of key personnel in the COVID-19 Response Management Team
- As well as the club providing, the Club ask that everyone should have their own sanitizing gel & mask with them in their car.
- Any other relevant advice.

## **Updated online IRFU resources**

COVID-19 Club Compliance Officers should undertake regular training and education to remind members/teams of Rules and Guidelines and to update them of any changes to Public Health or Government guidelines. Attendance at education and training to be logged and recorded.

## **Signage**

Appropriate signage should be installed in key locations (entrances, circulation spaces, Pitch side Check-in Areas, toilets, etc) to remind all Members and visitors of Health Authority key guidelines.

Signage will also be required to communicate changes to the environment and to reinforce social distancing, personal hygiene and etiquette.

## **Meetings**

Face-to-face meetings should be discouraged, and technological options made available (e.g., telephone or video conferencing). When face-to-face meetings are unavoidable the length of the meeting and the numbers attending should be kept to a minimum and participants must always maintain physical distancing.

## **Preparation for Training**

### **Health Self-Declaration**

Before returning to Rugby each member or members parent/guardian must complete a Pre-Playing Health declaration in the form of the Pre-Return to Rugby Personal Assessment Declaration.

If the person answers yes to any questions on the form, they are advised to seek medical advice before returning to Rugby.

The COVID-19 Club Compliance Officer will determine from this declaration if a person is fit to return to rugby.

Members may also be asked if they are a vulnerable person, if they live with a vulnerable person or if a person at home is a frontline worker.

All declarations are private and confidential documents and will be treated in the highest regards.

Members who may not have the appropriate equipment at home may request a temperature check to confirm or rule out a slight fever. A no-contact thermometer should be kept in the isolation area, to allow the COVID-19 Club Compliance Officer, or first aid personnel to perform temperature checks if requested to do so. However, it should be noted, and explained clearly, that some cases of Covid-19 are asymptomatic, and lack of fever does not indicate that a person is virus free.

### **Notification of Training Times**

In order to return to rugby safely there is a requirement to limit the number of players on the pitch at any one time. This process will need to be managed carefully by coaches and team managers/Covid-19 Compliance Officer. Players should be advised in advance of their allocated day and time for training. Players should be advised to arrive 5 minutes before training is due to commence and leave directly after training.

### **Togging in/out**

As all club facilities other than toilets will be closed until permitted to open, players are advised to travel to and from training toggged out and ready to train. Note: it is unsafe to wear rugby boots or just socks when driving and the player/coach should wear suitable footwear to/from training and change at their vehicle.

## **Travel to Training**

Where a Member exhibits any signs of COVID-19 or has been exposed to a confirmed case they should not attend training.

Players and Coaches are expected to conform to any travel distance related restrictions in place at the time.

Wherever possible, members should travel to training alone or with persons from their own household using their own means of transport. Members should not car share with other households.

Where public transport is the only option, members should take care to maintain social distancing, sit down if possible, and minimize contact with frequently touched surfaces. Members should use hand sanitisers before and after using public transport.

## **Drop off/ Collection areas**

Members who drive to the club should be advised to park in designated parking areas only. Those dropping/collecting to/from training should be discouraged from lingering in the car park and advised to remain in their cars or leave the car park.

## **Check-In**

Where possible touch free check-in should be practiced. Clubs should also consider the following controls:

- Disposable Gloves, hand sanitisers and disinfectants should be provided behind the desk for the Check-in Managers
- Check-in area should be sanitised regularly
- Hand sanitisers should be provided next to Check-in to allow people to sanitise before and after

Recommended social distance should be maintained between the Check-in manager and a person approaching, Clubs should provide markings on the ground back from the check-in managers position. Clubs should provide signage asking persons to stay behind the line and keep distance from others.

## **Member entrances/ pitch access**

To assist in social distancing some clubs may be required to implement One-way systems, implement stop/go systems, widening of walkways or add extra access points throughout the grounds. This will be determined by the onsite risk assessment. Hand sanitisers and disinfectants should be provided at pedestrian entrances in prominent areas to encourage use. Players should be reminded regularly to use these facilities.

To assist in the prevention of spread, players should provide their own individual water bottles, with their names clearly marked at the top. Water bottles (or any other objects that touch their mouths) should NOT be shared.

The handles and push plates on manual doors/gates should be cleaned before and after each training session. Hand sanitisers should be provided immediately inside the entrance for those having used the manual door.

## **Leaving the Club**

Members should be advised to use hand washing facilities prior to entering their cars. If possible, outer layer clothing should be removed and placed in sealed bags to be washed at home.

All clothing worn at training should be removed and washed immediately. Members should be advised to limit touching surfaces in their home until they have washed as soon as possible after training.

Members should be advised not to accept lifts home of other club members and should travel with members of their own household.

## **Social /Physical Distancing**

### **General Rules**

To assist in physical distancing, the COVID-19 Response Management Team should ensure

- A no hand shaking policy is in place
- A reduction of members presents at the club at any one time and at training. Follow current guidance on numbers permitted at training sessions.
- Pitches and clubs should be laid out in such a way to maintain a 2m physical distance.
- Organise players into teams/groups/pods who consistently train together.
- Reduce on-site meetings as far as practicable.
- Provide one-way systems for access/egress where practicable

### **Spectators**

No visitors, parents/guardians, partners, or other persons not directly involved in the training session are permitted to attend or observe training. In circumstances where a player/coach gets a lift to/from training, the driver must either stay in the vehicle or leave the grounds and return at the appointed collection time.

Participants and spectators must adhere to public health measures and social distancing guidelines once spectators are permitted.

### **Visitors**

Visitors should be restricted to essential visits only. Meetings, where practicable, should be carried out remotely. Any required visitors have controlled access to the clubhouse. All visitors are by appointment only and should arrive at an agreed time. Visitors to the clubs must be accompanied at all times.

They should be given a brief induction on COVID-19 Guidelines at the entrance gate desk.

### **Lingering**

Players and coaches are required to leave the training grounds promptly upon completion of the session.

### **Ground Markings**

Clubs may wish to install ground markings to assist with social distancing. These can include distance markers, directional arrows and standing boxes.

## **Use of Facilities**

### **Toilets**

Depending on the size of the toilet facilities consideration should be made to reduce the number of people permitted in the toilets at any one time.

An appropriate COVID-19 hygiene regime should be implemented. This will include:

- All toilets should have the appropriate signage with instructions for washing hands.
- Disposable paper towels should be provided along with warm water and soap.
- It is advised to turn off hand dryers and remove towels.
- All contact surfaces, particularly flush handles and tap controls should be sanitised regularly.
- Toilet facilities are to be sanitised before and after every training session.
- Depending on the Sink controls within the clubs, participants should be encouraged to operate the tap controls with the back of their hand or a closed fist.
- When using common toilet facilities, persons should, where possible, avoid using the sink or urinal directly beside one which is in use by another person.
- Where numbers on site are reduced, consideration should be given to closing off every second sink/urinal to ensure persons don't stand next to each other.
- Suitable and sufficient rubbish bins to be provided for hand towels and these will be removed regularly and disposed of safely.
- Soaps, toilet paper etc are to be checked regularly and replenished in good time.

### **Changing Facilities and Rest areas**

Changing rooms will not be accessible until permitted to do so. Until such time, players and coaches are required to travel to training in their training gear, other than training footwear.

Towels etc that are brought to training must not be shared or waved around and should be put in the boot of the vehicle immediately upon completion of use.

Once changing facilities are opened for use social distancing and COVID-19 hygiene regime should be implemented in accordance with current Health Authority Guidelines.

### **Gyms**

Physio facilities, gym facilities, showers and other associated areas of the Club should be locked and not accessible in any circumstances until permitted to do so.

Once Gymnasium facilities are opened for use social distancing and COVID-19 hygiene regime should be implemented in accordance with current Health Authority Guidelines. Consideration should be made to –

- Moving equipment to allow for social distancing
- Limiting the number of persons using the facilities
- Cleaning and sanitation of equipment
- Ventilation of spaces after each session

### **Balls and Equipment**

Balls and Equipment should only be used within the limitations of phases.

## **Catering and Refreshment Facilities**

### **General Rules**

Club house catering and bars shall remain closed until permitted to do so. Prior to opening clubhouses must ensure all facilities adhere to current IRFU, Government and Health Authority guidance with respect to restaurants and pubs.

### **Drinking Points**

Members should wash their hands before and after filling their water bottles. They should be advised not to allow the rim of their bottle to touch the tap to prevent contamination. Taps should be cleaned before and after each training session.

### **Conflict Resolution**

Clubs are responsible through the ordinary club committees via the Safety and Compliance Officers to resolve conflicts and should they fail to do so the Munster Branch/IRFU reserve the right to intervene.

### **Breaches in Compliance**

**Clubs:** Any club found to be acting outside of the Guidelines could be subject to disciplinary measures as decided by Munster branch/IRFU. Clubs who operate outside of the IRFU guidelines may not be covered under Insurance.

**Individuals:** Any club members found to be in breach of the guidelines could be subject to disciplinary measures from removal from venue/session (monitored by clubs) to suspension (guided by branch/IRFU).

### **Contact Log**

*The Club encourage downloading the Irish Government “Covid Tracker” App – [www.covidtracker.ie](http://www.covidtracker.ie)*

All members will be asked to keep a log of all persons they have had close contact with while they are at training. If a confirmed case is found at the club, persons who were in close contact with that person may be asked to stay at home for 14 days, pending a risk assessment.

Close contact is defined as anyone who has spent more than 15 minutes, face-to face, within 2 meters of a person with COVID-19 in any setting, or someone who has shared a closed space with a confirmed case for more than two hours.

### **Action List**

COVID-19 Club Compliance Officers will be required to carry out routine checks before and after training either on a daily, weekly and monthly basis. These should be completed and signed by the COVID-19 Club Compliance Officers for each training session and provided to the COVID-19 Club Safety Officer.

## **Suspected Case Response Plan**

### **Initial Response**

The COVID-19 Club Compliance Officer will be responsible to implementing the response plan to a suspected case once a Member identifies themselves to them. The response must be quickly dealt with in a private and confidential manner.

If any person on site, suspects themselves, or is suspected of having symptoms, they must report/be reported to the COVID-19 Club Compliance Officer.

### **The COVID-19 Club Compliance Officer must:**

- Immediately separate any child or other person displaying or complaining of COVID-19 related symptoms from other participants, staff and spectators.
- Provide the person with a mask if one is available.
- If a mask is not immediately available, they should be provided with a disposable tissue and advised to cover their mouth and nose with the tissue when they cough or sneeze and put the tissue in the waste bag provided.
- Accompany the person to the isolation room (Green container at the back of the dressing rooms) keeping a two-metre distance between the person and themselves and other individuals. The route to the isolation room needs to be quick and easily accessible with little human interaction as possible.
- Provide the ill person with tissues and hand sanitizer and using appropriate PPE, ensure that all tissues are disposed of in a waste bag that can be tied and marked as separate from other waste.
- Assess the individual, if they are well enough to go home, arrange for them to be transported home by a household member, as soon as possible & advise them to inform their GP by phone of their symptoms.
- If underage call their parent/ guardian & advise them to call their doctor.
- Carry out the 'Initial Assessment' as outlined below
- Arrange transport home or to a hospital for medical assessment. Public transport should not be used. Transport should not be provided by another club member.
- If they are too unwell to go home or advice is required, contact 999 or 112 and inform them that the sick person is a COVID-19 suspect.
- Log the incident.
- All persons who have been in close contact with the suspect case will need to be informed to restrict their movement for 14 days or until further information is available (i.e. a negative test result of the suspect case).
- Arrange for cleaning of the isolation room, equipment that may have been touched by the person, and pending a risk assessment, any other areas that the person may have had contact.

**\*\*Note:** the COVID-19 Club Compliance Officer cannot diagnose a member with COVID-19, this can only be done by being tested by a qualified medical person.

**Note – Safeguarding policies and procedures will need to be considered when developing and implementing the response plan.**

### **Isolation Room (Location: Green container at the back of the dressing rooms)**

An isolation room should be provided to be used to quarantine a member who is feeling unwell with the COVID-19 symptoms, to facilitate the person remaining in isolation if they cannot immediately go home, and to allow them to call next of kin and/or their doctor.

The Isolation room should have the following:

- A closed door
- Ventilation
- Tissues
- Hand sanitiser
- PPE: Gloves and Masks
- Clinical Waste bags
- A no-contact Thermometer

The PPE gear should be kept in the isolation room, and/or an agreed secure area to be used for Emergency cases only. The PPE should be locked away so it cannot be taken for daily use. The Compliance Officers should have a key for the locked PPE.

### **Initial Assessment**

COVID-19 Club Compliance Officer and cannot diagnose a member with COVID-19. This can only be done by getting a COVID-19 test with a qualified medical person. The purpose of these questions is to establish the next steps in the response plan.

The unwell person must answer the following questions to establish if they have a suspected case of COVID-19.

- Has the member been in contact with any suspected cases, to the best of their awareness?
- Has the member travelled to any countries outside of Ireland?

**If NO:** - Ask the unwell person to contact their doctor

### **If YES:**

- The unwell person is to be brought to the Isolation room if not already there
- The unwell person will need to contact their next of kin and/or doctor or the HSE/NHS for advice.
- Compliance officer to notify the COVID-19 Club Safety Officer
- The unwell person's contact log to be given to the Compliance officer as well as names and details of persons who were training with the unwell person.
- The unwell person must stay in the isolation room until they can get in contact with next of kin and/or their doctor,
- The unwell person will be asked to not touch any surfaces and to dispose of their tissues in the bin provided.
- If the person is confirmed as having COVID-19 (PCR test positive), they need to self-isolate and follow medical advice.
- Once a confirmed case of COVID-19 occurs, Public Health will be informed and carry out contact tracing.
- Public Health will determine who are the close contacts who will have to 'restrict movement' for a minimum of 14 days. These people will be actively monitored & guided by Public Health. Public Health will also passively follow up all who are deemed to be casual contacts.
- Whilst awaiting outcome of a suspected case, a club should stop all members of the same training group / team from attending the club whilst awaiting the outcome of the suspected case. A club may also need to consider ceasing all activities whilst awaiting the outcome of the suspected case.
- Management should consider medical advice.

### **Transport of Suspected Case**

The unwell person should be advised not to use public transport or a taxi to get home or to go to the doctors, arrangements can be made that a household member they live with will collect them from training.

The unwell person with the suspected case should stay in the isolation room and not touch any surfaces or interact with anybody until they are ready to depart in their own vehicle or be collected.

### **Cleaning spaces after the presentation of a suspected or confirmed Case**

The isolation room will need to be deep cleaned as well as the areas where the person came into contact with surfaces, as described in the general cleaning guidelines

### **Waste Management**

Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):

- Should be put in a plastic rubbish bag and tied when full.
- The plastic bag should then be placed in a second bin bag and tied.
- It should be put in a suitable and secure place and marked for storage until the individual's test results are known or for 72 hours, whichever occurs first.
- Waste should be stored safely and kept away from children
- 

### **Return to Play after Illness**

When a member has been absent due to COVID-19 virus, they may only return to rugby if deemed fit to do so and meet the following criteria:

14 days since their last "close contact" with a confirmed / suspected case and have not developed symptoms in that time, or

- 14 days since the onset of their symptoms and 5 days since their last fever (high temperature), or
- They have been advised by their GP that they may return to play.

*It is advised that a 'Return to rugby' doctors note is provided to the COVID-19 Club Compliance Officer. If this is not available, the Individual must self-declare their fitness for training in the absence of having a fitness for training certificate from their GP/healthcare provider.*

### **First Aid**

#### **Infection Spread**

COVID-19 infects people through contact with the mucous membranes. First Aid Responders must think of these as being the mouth, nose and eyes. It does not infect through the skin.

The greatest element of risk for a First Aid Responder is transfer of the virus to the mucous membranes by contact of contaminated hands (including contaminated gloved hands) with the eyes, nose or mouth. The key interventions to manage this risk are to minimise hand contamination, avoid touching your face and clean your hands frequently with soap and water or alcohol-based hand gel.

There is also a significant risk of direct transfer of the virus on to mucous membranes by droplet transmission, that is, by direct impact of larger infectious virus droplets generated from the person's respiratory tract landing directly in your eyes, nose or mouth. This risk is managed by use of appropriate PPE (mask and eye protection) and by providing the ill person with a mask to cover their nose and mouth when coughing or sneezing (respiratory hygiene and cough etiquette).

## **Administering First Aid**

If, as a First Aid Responder, close contact with a person who may require some level of first aid can be avoided, do so. This, of course, will not be possible in the event of having to provide emergency lifesaving measures such as an incident of cardiac arrest, heart attack, choking, stroke. First Aid Responders should be familiar with the symptoms of COVID-19. They will need to perform a “dynamic risk assessment” based on the scenario they are presented with.

Standard infection control precautions must be applied when responding to any first aid incident in the club. Hand washing with warm water and soap or an alcohol-based hand gel must be performed before and after providing any first aid treatment.

Enclosed eye protection and FFP3 mask should be worn by First Aid Responders when responding to all first aid incidents where close contact cannot be avoided.

Any person presenting with symptoms consistent with COVID-19 should be treated as a suspected case and the necessary actions should be followed. A mask should be made available to give to person if they are displaying symptoms consistent with COVID-19 to limit droplet dispersion.

If you suspect a person has experienced a cardiac arrest, do not listen, or feel for breathing by placing your ear and cheek close to the person’s mouth. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions only until help arrives. To iterate the point, a person in cardiac arrest should have compression only CPR applied.

Persons with minor injuries (cuts, abrasions, minor burns) - where practical, a First Aid Responder should avoid close contact and advise the injured party what steps to take in treating their injury.

No reusable equipment should be returned to service without being cleaned/disinfected appropriately.

## **First Aid PPE Requirements**

The following PPE must be available for responding to first aid incidents:

- Disposable gloves (nitrile/latex)
- FFP3 or FFP2 Face masks
- Disposable plastic aprons
- Enclosed eye protection
- First Aid Responder must ensure that the mask covers both the mouth and nose and is fitted correctly to create an adequate seal to the face.
- Following first aid treatment, disposable PPE and any waste should be disposed of appropriately and reusable PPE cleaned/disinfected thoroughly.
- Wash hands thoroughly with warm water and soap before putting on and after taking off PPE
- Replenish PPE stock as appropriate.
- Liaise with your Club Safety Officer to ensure any issues with first aid PPE are resolved in as timely a manner as possible.

## **Mental Health and Wellbeing**

Clubs should put in place support for members who may be suffering from anxiety or stress due to COVID-19. Information about prevention and control measures at the club should be delivered to all members to help ease concerns about risk of infection.



## Ballincollig RFC

### COVID-19 Pre-return personal /assessment Declaration

#### May also be used for the Visitor Health Declaration

If you answer "YES" to any of the questions below you should NOT attend training or playing in Ballincollig RFC.

Name:	Team	
Question		Yes / No
1. Do you have symptoms of cough, fever, high temperature, sore throat, runny nose, breathing difficulties or flu like symptoms, rash, Loss of smell/taste now or in the past 14 days?		
2. Have you been diagnosed with confirmed or suspected COVID-19 infection in the last 14 days?		
3. Are you a close contact of a person who is a confirmed or suspected case of COVID-19 in the past 14 days (i.e. less than 2 metres for more than 15 minutes accumulative in 1 day)?		
4. Have you been advised by a doctor to self-isolate at this time?		
5. Have you been advised by a doctor to cocoon at this time?		
6. Please provide details below of any other circumstances relating to COVID- 19, not included in the above, which may need to be considered to allow your safe return to work.		
7. I confirm that I have not travelled from another country in the past 14 days , that I have not been in close contact with anyone who has been outside of the country in the past 14 days, that I have not been in close contact with anyone who is in self-isolation in relation to COVID-19 in the past 14 days, that I am not suffering from any COVID-19 symptoms nor do I believe for any reason that I have contracted the virus. I commit to advising management and excluding myself if this situation changes, (i.e. if at a point in the future, I would answer "yes" to any of the above questions).		
8. I confirm that I have read and understand the 'Ballincollig RFC Return to Play Safety Plan' as seen on the club website		

\*\* If your situation changes after you complete and submit this form, please tell management.

Print Name: .....

Signature.....Date:.....



<b>Ballincollig RFC Training Log</b>			
<i>Trainer</i>		<i>Date</i>	
<i>Trainer</i>		<i>Subject</i>	

<i>1</i>		<i>18</i>	
<i>2</i>		<i>19</i>	
<i>3</i>		<i>20</i>	
<i>4</i>		<i>21</i>	
<i>5</i>		<i>22</i>	
<i>6</i>		<i>23</i>	
<i>7</i>		<i>24</i>	
<i>8</i>		<i>25</i>	
<i>9</i>		<i>26</i>	
<i>10</i>		<i>27</i>	
<i>11</i>		<i>28</i>	
<i>13</i>		<i>29</i>	
<i>14</i>		<i>30</i>	
<i>15</i>			
<i>16</i>			
<i>17</i>			

*General notes*

**Informal education may include**

- *Don't share water bottles*
- *Wash hands before and after training*
- *Don't spit or clear nasal passages on the pitch*
- *Adhere to social distancing measures*
- *No Horseplay*
- *No handshakes, fist bumps or high fives*
- *If you feel unwell, notify your coach immediately.*