

Glasgow Ski & Snowboard Centre Club

COVID – 19

Health Officer Policy

September 2022

Julie Vinter

Centre Manager

This document will detail the roles and responsibility of the covid Officer at Glasgow Ski and Snowboard Centre. Post Covid, we are committed to ensuring good health procedures continue.

Currently we have 2 Covid Officers at the Club -

**Julie Vinter – Centre Manager**

**Graham Jack – Ski Instructor & Well Being Manager**

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### **Key Responsibilities**

The Covid Officer will work in the background to co-ordinate a Club or facilities hosting activity and will be the main point of contact for the organization on all things health related. The Covid Officer will not bear sole responsibility for ensuring all hygiene and public health advice is followed – This responsibility will be shared by all.

1. To be the main point of contact for your Club on all things related to COVID-19.
2. Oversee the Clubs implementation of public health and safety measures.
3. Ensure full risk assessments, processes and mitigating actions are in place.
4. Consider those with greater risks.
5. Appropriate systems in place for Track & Trace.
6. Check Insurance is valid to be open.
7. Ensure governance and guidance is followed by staff and customer, an awareness by all.
8. A clear understanding of the travel guidance should be followed, if necessary.
9. Ensure a safe participation in sport for all.
10. Remain up to date with all Covid or health guidance.

### **Controlled Numbers**

1. Organised sport in a field of play, allows for controlled numbers within the venue. .
2. The Club are looking for max of 60 on the main slope as a guide. A max of 30 on the small slope, and 25 on the freestyle slope.
3. These numbers will require staggered start & finish times, to avoid any bottleneck in/out of the ski store.
4. Max 200 participants per day. You can exceed 200 per day, when staggered arrivals/departures are in place. There needs to be sanitized activity zones, and controlled parking.
5. Continued use of the one way system is encouraged.
6. Controlled spectating remains, unless with a vulnerable child/adult.

## **Coaches**

It is not the responsibility of the Covid Officer to inform others if someone at the Club has tested positive for covid-19. An individual's right to privacy must be observed.

1. Coaches keep their distance.
2. Plan, Prepare, Protect, Review
3. Plan the session ahead, not just the technical content, but the safety content.
4. Consider the risks.
5. Prepare, what actions can be taken to ensure the safety of staff and customers.
6. Protect, take action in order to protect yourself and customers.
7. Review, reflect on the success of the activity.
8. Ensure the signage is appropriate.
9. Ensure the Instructor's license is valid, re Insurance.
10. Be clear on all facility procedures.
11. Familiarise yourself with child wellbeing & protection considerations.
12. Give specific consideration to children U5.

## **Changing Room / Toilets**

1. Changing rooms are open and available to the customers. Staff should where possible use the staff changing area.
2. Access to locker rooms is permitted for dropping off and collecting sports equipment.
3. Remove equipment that is not necessary to have.
4. Robust cleaning to reduce contamination.

## **Booking & Payment**

1. Online and telephone bookings were possible.
2. Allow for buffer periods, to reduce activity at the office.
3. Online and contactless were possible.
4. Avoid cash and encourage customers to add money to their membership cards.

## **Safeguarding**

1. Ensure adequate training is given to staff.
2. Control ratios and numbers through the facility.
3. Risk assess all areas of the business.
4. Implement all policies
5. Ensure all First Aid and safety equipment is maintained.