

LONGHOPE RECREATION GROUND

Group Bookings Policy for Pavilion and Sports Field

This guidance is correct to the best of our knowledge as of September 2020, it is recommended that you check Government guidance which is subject to change

COVID-19

No-one should be using any part of the Recreation Ground and its facilities if they or anyone in their household have a confirmed or suspected Covid-19 infection.

RESTRICTIONS

All users of the Recreation Ground are asked to follow Government guidance in preventing the spread of Covid-19. The current guidance for adults means:

- Keeping a 2-metre social distance from each other
- Keeping a 1-metre social distance if other precautions are in place
- Regular handwashing

Following the 2-metre rule means only 13 adults in the main room of the pavilion at any one time, *though the maximum indoors or out is now 6*. Separate guidance has been published by the National Youth Agency for groups of young people:

- Following completion of an action plan and risk assessment individuals may gather indoors or outdoors, provided there are no more than 15 young people per group plus leader/workers. Where possible, the groups should be smaller.
- To ensure that participants remain safe, strict adherence to the following measures is required:
 - Organisers should divide young people into bubbles, with a maximum of 15 young people per bubble (*but note the latest Government rules*).
 - Children/young people should be placed in age appropriate bubbles.
 - Members of each bubble should adhere to the current social distancing requirements.
 - Upon arrival/departure, participants should wash their hands or use hand sanitiser.
 - Should any member of a bubble become unwell, all members of the bubble should contact NHS Test and Trace. All members of the bubble (including leaders/visitors) should also be suspended from attendance and requested to self-isolate for 14 days.
 - Social distancing should be maintained during all activities.
 - Organisers should be aware of attendees who are clinically vulnerable or clinically extremely vulnerable and should prepare their risk assessment accordingly.

More detailed guidance has been published for Under-5 groups which further emphasizes cleaning hands thoroughly more often than usual and minimising contact between individuals where possible – see further information at:

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures>

Due to the Covid-19 pandemic, there are some restrictions on use of the facilities:

Space	Restriction	Notes
Main room in Pavilion	Depends on group size / ages attending / activity	Clean all furniture before and after use
Kitchen	Must book - bring own food where possible	Clean all utensils before and after use
Toilets	Follow signed one-way system, wash hands	Will be cleaned before and after bookings
Changing rooms / showers	Not available for use at present	Risk of infection spread through water droplets
Annex	Controlled access only	Apply for access through the booking form
Canopy	Sit in household groups / "bubbles", keep distance	Clean all furniture before and after use
Car park	None extra	Re-lock gate after use
Courts	Depends on group size / ages attending / activity	Clean all touch points before and after use
Sports field	None extra	Dogs should be kept under control

All users of the pavilion are required to wear face coverings.

There is separate published guidance for use of the play equipment.

EQUIPMENT STORAGE

Some groups already keep equipment in storage, including in the container. Access is permitted but must be requested in booking forms

REQUIREMENTS

All hirers are politely requested to:

- Submit a booking form at least two weeks in advance, so that plans can be made for cleaning before your event
- Submit a risk assessment for your activity with the booking form, which will be assessed on a case-by-case basis in line with Government guidance
- Follow the fire precautions provided when your booking is confirmed
- Carry out all requested Covid-19 precautions including cleaning furniture and providing your own hand sanitisers
- Take a note of the contact details of all group attendees
- Check with them a week after the gathering for any symptoms of infection
- Alert the Recreation Ground contact at once if any symptoms are found
- Pay any hiring fees by BACS