



# Return to Training Framework (Covid-19 Implementation Plan)

Gerry Reilly, 13<sup>th</sup> July 2020

## Introduction

This document sets out our framework for reopening our dojang at Vickers Business Centre during an anticipated period of continued 'social distancing'. It outlines the approach that will be taken by the club's instructors and our expectations of members and parents/guardians of juniors.

The intention is to provide an approach that will allow us to progressively resume face-to-face physical training in Taekwondo whilst maintaining an environment that is safe and conforms to the guidelines from government and from our National Governing Body, British Taekwondo.

We will be reopening the dojang for physical class as from Sunday 26<sup>th</sup> July. This framework will continue to be updated based on changes to guidelines and our experiences as we resume physical classes.

It is our aim to provide a safe and secure environment for the resumption of more normal Taekwondo training and recognising that fitness and wellbeing will play a vital role in addressing physical and mental health as we emerge from the lockdown measures. However, to be successful in doing so, we will need the full support of all students and parents/guardians. We will need to be strict with these measures as they are essential to allow us to open and then remain open, and we will need everyone's full support for the guidelines in this document. As we can relax measures based on our experiences and guidelines from the Government and British Taekwondo we will do so, and this we will allow us to progress toward a normal training environment that can support all aspects of Taekwondo.

Our framework draws heavily on the UKactive "COVID-19 – A framework for the re-opening of gym, leisure centres and wider fitness industry during social distancing" document and on the British Taekwondo Return To Training Guidance For British Taekwondo Clubs issued on the 10<sup>th</sup> July 2020.

## General

- Additional cleaning and sanitising arrangements will be put in place. All equipment will be wiped down between classes. Mats, other surfaces, door handles, etc will be wiped down at the end of each day's classes. A full deeper clean will be undertaken each week.
- In line with guidance from British Taekwondo and UKSport, we have made the decision to maintain a 2m social distance for our classes. This is intended to both minimise the risk of transmission and ensure that students can be confident to returning to physical classes.
- There will be a strict limit of 16 students in each class. Classes will be assigned to students to allow fair access to all and to ensure that this limit is maintained.
- Hand sanitisers have been installed at the entrance and by the toilets. These should be used when entering or leaving the dojang.
- Disposable hand towels will be provided in the toilet area.
- The club's instructors will maintain a risk assessment that will be reviewed monthly against experience from this framework and any adjustment to government or British Taekwondo guidelines.
- This framework and the associated risk assessments will be reviewed regularly until the government guidelines are that social distancing is no longer required and that we are able to resume training without additional controls.
- We would like to encourage all members to make payment for equipment or grading fees via online bank transfer. We will also accept contactless payments. A new contactless terminal will be installed to support this. However, cash payments will not be accepted.
- The waiting room will be closed until further notice as we cannot manage social distancing in that area.
- The changing rooms will also be closed to students.
- Posters will be positioned advising on guidelines and general hygiene requirements.
- If you / your children are unwell, please do not attend training. If you / your children test positive for COVID-19, please follow government guidance on "Test and Trace" but also contact us immediately ([info@bluewave.org.uk](mailto:info@bluewave.org.uk) or 0800 860 0043) so we can assess with the support of British Taekwondo on whether we need to take action to close partially or fully for a period of time.
- If you / your children have been advised that you are medically vulnerable under government guidelines please ensure that we have an updated copy of your medical details so we can work with you to provide a safe programme.

## Class Arrival

- As the changing rooms will be closed to students, they should arrive at the dojang already changed into their dobok with the belt tied. All students will be

expected to be able to tie their belts should they come undone; instructors will not be able to assist. Students will not be permitted to use the toilets for changing before classes.

- Parking should be in the car parks in front of and behind Vickers House. Students are not to be dropped off or collected from the steps by the entrance to the dojang.
- KickStars and juniors are to be brought to the entrance and must be accompanied until brought in the dojang by one of the instructors or assistants. Social distancing markers will be in place outside of the entrance.
- When a junior arrives, they will be brought into the class by one of the instructors or volunteers.
- Maintaining social distancing at the start and end of the class will not be easy and we will need the active support of parents/guardians to make this work. There will be a minimum of 15 minutes between classes. To allow us to effectively manage the changeover between classes we would ask parent/guardians arriving to drop off juniors to arrive promptly but no more than 5 minutes before the class start time. If you arrive early, we request that you stay in your car until 5 minutes before the scheduled start time for the class.
- To help with social distancing, parking will be permitted both in the car park behind Vickers House as well as the spaces in front of Vickers House and Century House.
- To enable easier access to the training area, both outside doors and both inside doors will be open at the start and end of each class.
- Upon arrival, shoes are to be left in the entrance area. As we will not be returning to contact activity as this point there is no need to bring extra training equipment and bags to the class.
- Students are to place their water bottle and any personal items such as keys and mobile phones in the tray by the wall immediately behind or in front of their starting point. All students must bring a water bottle to each class. Instructors will not be permitted to provide bottled water to those who do not do so and there for safety anyone attending a class without water will not be permitted to train.

## Class Departure

- Students will not be permitted to use the toilets or changing rooms for changing after classes.
- Collection for KickStars and juniors will be by the front entrance. Social distancing markers will be in place outside of the entrance.
- At the end of the class each KickStar or junior will be accompanied individually to the entrance from where they can be collected.
- Maintaining social distancing at the start and end of the class will not be easy and we will need the active support of parents/guardians to make this work. We

would therefore ask that a parent/guardian or another responsible adult is present by the end of the class to collect promptly.

- Late collections will make this difficult for us to manage. We do understand that occasionally delays can occur, but repeated occurrences may result in exclusion from the class.

## Class Management

- The government guidelines for indoor leisure are for 9m<sup>2</sup> per attendees. Our main training area is 180m<sup>2</sup> therefore the layout of the dojang has been changed to clearly mark out 16 starting points which are more the 2m from each other. Each student will use one these as the starting point for basics, poomsae and other drills. This also allows for a safe space for the instructors and for movement around the dojang.
- Classes will be preassigned to ensure fair access to physical classes. Any student wishing to train in another class will need to contact Bluewave at least one day before the class to check availability. Pre-booking is a requirement on us to ensure we can maintain the limit on class sizes and will be strictly enforced.
- Students will be permitted to go to the toilet one at a time to avoid excessive contact in the toilet area and to allow time for the student to fully following hand washing guidelines.
- Water breaks will be taken as usual to allow for proper hydration. However, students will not be allowed to group together during these breaks.
- Instructors will not be permitted to pass any items to students nor to assist with clothing, shoes, belts, water bottles etc. There should be no physical contact between instructors and students, or between students except where required for first aid.
- If first aid is required, the first aider will wear a mask and gloves. All equipment will be sanitised immediately afterwards.
- Students should not bring anything, e.g. towels, on to mats other than their water bottle personal items such as keys or mobile phone, or items for medical support such as an inhaler. These are to be placed in the trays by their training area.
- The use of masks will be permitted but not required. It will be a personal choice whether students or instructors use them.
- If a KickStar or junior, becomes ill during a class, is unwilling to engage in the activities or has become in the opinion of the instructors has become disruptive to the safe running of the class, parents/guardians will be contacted to collect them immediately. If a student is repeatedly disruptive in a way that risks our ability to run classes in a safe manner they will be excluded from training. We would appreciate your support with this as this will help us maintain a safe training environment.
- At this point we will not be able to return to contact activity (contact sparing, self-defence, and one-step) until later in the easing of lock down. Initially training will focus on technical and fitness work, including basics, poomsae, non-contact

sparring and non-contact one-step. All partner work will be non-contact and maintain a social distance of at least 2m.

- When we do return to contact sparring, all students will be expected to have their own basic protective equipment, shin guards and arm guards. When we are able to resume Sport Training, students attending will be encouraged to have a full set of protective equipment including hogu and head guard.

## Class Schedule

- There will be a phased return to physical training. Classes will be added as we see opportunities and dependant on the exact guidelines issued by the UK Government.
- We expect to expand to a full technical programme within three months of restarting training, but this will depend on the level of participation and the availability of instructors, assistant instructors, and volunteers.
- Initially, and potentially even longer term, some classes will be run as physical classes but all live streamed over Zoom.
- We will also be offering two free 30 minute 1-1 or 1 – Small Group (maximum of 4) personal training sessions to those who have been training online during lockdown. These sessions will be intended to support preparation for the student’s next grading.
- We will be shortening adult / 12+ classes to one hour initially to take account of the limitations on contact activity. We feel that one hour is appropriate for detailed technical training.
- The initial schedule will be;

Day	Times	Class
Sunday	4.00 – 4.45pm	High Energy/HITT – All Ages / All Grades
	5.00 – 6.00pm	Family – All Ages / All Grades
	6.15 – 6.45pm	Stretching and Flexibility - All Ages / All Grades
Monday	6.00 - 7.00pm	Juniors – All Grades
	7.15 – 8.15pm	Adults – All Grades
	8.30 – 9.00pm	Dan grade poomsae – Minimum 1 <sup>st</sup> Dan Black Belt
Thursday	6.00 - 7.00pm	Juniors – All Grades
	7.15 – 8.15pm	Adults – All Grades
Friday	5.00 – 5.45pm	KickStars
	6.00 – 7.00pm	Juniors – All Grades

- All the initial classes will be live streamed as well as being physical classes. This will continue to be reviewed, with the expectation that we will over time transition to all regular classes being physical only.
- We will be resuming Specialist Classes (Competition Poomsae Training, Sport Training and Senior Belt Training) as soon as demand and guidelines permit us

- to do so. This will be in stages starting with the monthly Competition Poomsae Training which may restart in August if there is sufficient interest.
- We are considering running a new 8 week beginner's course starting from September.

## Online Classes

- All the initial classes will be live streamed as well as being physical classes.
- Students attending Zoom classes should be in the waiting room 5 minutes before the scheduled start time for the class to allow the instructor to open the Zoom session before starting the physical class.
- Instructors will not be able to monitor the Zoom session so they will not respond to chat nor be able admit students arriving after the start of the class.
- All students attending online should follow the Taekwondo etiquette as those attending the class physically. This includes wearing a dobok with a belt in all classes except for the stretching and flexibility class and the high energy class, and should attend for the full class.
- As from reopening, the same training fees will apply to online and physical classes.

## Fees

- The club finances come from training fees with a small additional amount from grading fees and equipment sales. All fees go into the club to pay for our facilities at Vickers Business Centre, updates to equipment and membership and insurance with British Taekwondo. These costs have continued through lockdown as we have had to continue to pay lease costs and insurances. We are a volunteer club, so we do not have any employment costs. Fortunately we have been able to secure some grant funding and therefore the club's finances have remained solid through lockdown but we will need to rebuild the club so that we are able to rebuild the club's finances to be in a position to fund improvements such as in heating and replacing the mats in the main training area.
- The club has continued to renew British Taekwondo membership and insurance for those actively engaged in the online classes.
- Fees will be payable for all classes, both physical and online. The same monthly fee will apply to both.

## Gradings

- We will resume gradings with a modified grading programme. The next gradings will be;
  - KickStars grading weekend of the 11<sup>th</sup> September
  - Kup grading 13<sup>th</sup> September
  - Dan grading 11<sup>th</sup> October
- With restrictions on contact activity, there will need to be some adaptations to the gradings. At this point we do not expect gradings in 2020 to include contact sparring, breaking, self-defence or one-step. However, these will be replaced by the demonstration of solo one-step, sparring drills demonstrated on bags and additional emphasis on poomsae, kibon patterns and basics. These adaptations will be practiced in class. Bluewave is proud of its technical standard and this will not be compromised.
- All gradings will be held as physical gradings in the dojang. Any students who continue to attend online will still be expected to grade in the dojang. We will not be holding online gradings.
- It is likely that we will modify how we manage gradings with more groups with different start times to ensure we can maintain social distancing. Details will be confirmed to candidates in the grading letter.

## Making this work

- We will need the support of all our members and their families to make this work and to take the opportunity not only to rebuild Bluewave but to make us a larger and stronger club.
- We are a volunteer club. All our instructors and assistant instructors are volunteers and will have their own concerns about returning to training and this needs to be respected.
- We expect all our members and parents/guardians to help us make these guideline work. Not doing so will risk our ability to operate and provide a safe environment, so if necessary, we will use the club's disciplinary procedures to enforce the guidelines but we would like that not to become necessary.
- All junior and KickStar classes will need to have at least one assistant or volunteer supporting the lead instructor. This will be necessary to support class management particularly at the start and end of the class. Any adults who would like to support in classes please let us know. Volunteers to help in class do not need to be training as they will be assisting with general class management and not with the coaching of the session. We will need this support to allow us to gradually expand the number of classes back to a full schedule.
- Recruitment is going to be important. We need to grow our numbers to be able to expand the schedule and rebuild the club's finances. We would encourage all members to talk to friends and family about trying Taekwondo with Bluewave. This is an opportunity for us to grow.

- We hope that everyone will fully support our plans and especially help ensure we can run classes in a safe and supportive environment. We want our members to be able to return to training hard and having fun.
- There will be a club meeting held on Zoom prior to resuming training to discuss this plan and to allow for discussion and questions. Provisionally this will be held on Sunday 19<sup>th</sup> July 6.45pm. A specific Zoom link will be sent out prior to the meeting.