



**UPDATE TO CLUB GUIDANCE:  
March 2021**

**Please note this guidance is specific to the announcement of Tuesday 9th March. It is valid for the period from 12th March until a return to Protection Levels, or until otherwise updated. We will publish more comprehensive guidance relating to Protection Levels when this is applicable.**

The core message remains 'Stay at Home'. However there are some exemptions applicable for sport and physical activity.

- Under 12 years can take part in outdoor organised contact basketball within their usual club environment. An outdoor sporting 'field of play bubble' is up to 30 people, including coaches.
  - The maximum number of adults is 4 adults from 2 households. Appropriate child/coach ratios must be maintained.
- Aged 12 years and over can take part in outdoor organised non-contact basketball within their usual club environment. An outdoor sporting 'field of play bubble' is up to 15 people, including coaches.

Should clubs wish to deliver basketball all "Core Guidance" (see below) applies. In addition, there is specific guidance depending if the basketball is for under 12 or 12 years and over (below).

We ask clubs to consider player welfare in taking decisions on where to restart club sessions at this time, taking into account the risk of the virus spreading, weather and court conditions. We are asking all clubs to act responsibly, to protect players and coaches.



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**basketballscotland**

**GUIDANCE FOR CLUBS AND COACHES:**

**APPLICABLE FROM 12TH MARCH 2021**

# GUIDANCE FOR CLUBS AND COACHES

These guidelines are for **basketball**scotland Registered Clubs and Coaches wishing to deliver coaching sessions under the Scottish Government's COVID Protection Level System.

The guidelines will apply from Friday 12 March 2021 and will be reviewed and updated regularly in line with changes to the restrictions.

## 1. INTRODUCTION

**basketball**scotland have developed these guidelines for coaching and club activity based upon the Scottish Government's Protection Level system to support clubs to deliver basketball activity in a way that is aligned to the Scottish Government's advice and help prevent the spread of COVID-19.

The document provides guidance for activity and checklists that should be completed before each and every session.

The guidance is based on the five Protection Level's detailed by the Scottish Government and should be applied in line with the Protection Level specified for the specific Local Authority at the time of the session.

Details of which Protection Level applies for your Local Authority can be found here:

<https://www.gov.scot/publications/coronavirus-covid-19-protection-levels/pages/protection-levels-by-area/>

While courts and facilities will be permitted to open in the lower protection levels, Clubs and participants should be aware that not all courts will be able to open immediately and not all facilities will be accessible for clubs to book.

As facilities reopen, they are likely to have their own local restrictions and guidance in place, this should be followed at all times. It is also the responsibility of the club and participants to assess risks based on their local environment.

These guidelines should be read in conjunction with any updated Scottish Government guidance on health, physical distancing and hygiene. Clubs, coaches and participants should be aware of and be ready to adapt to changes in guidance at short notice. Information on Scottish Governments approach to managing COVID-19 is available at [Scottish Government: Coronavirus in Scotland Guidance](#).

To manage a safe return to sport and leisure activities it is a mandatory requirement that all clubs, facility operators and deliverers put in place comprehensive Test & Protect procedures to help break chains of transmission of Coronavirus (COVID-19). Further information is available within this guidance and on the [Scottish Government website](#).

People who are symptomatic should self-isolate for 10 days and household members for 10 days as per NHS guidance. No one who is self-isolating should attend any basketball activity.

**IMPORTANT: Do not leave your home to undertake exercise or outdoor activity if Scottish Government advice means you should stay at home because you or someone you live with has or has had symptoms of COVID-19.**

## 2. CORE GUIDANCE FOR CLUB SESSIONS:

**Please read in conjunction specific guidance below**

General Club Responsibilities

**1. COVID Officer:** Clubs should appoint a named 'COVID Officer' who will complete documented risk assessments and ensure all appropriate mitigations are put in place and that appropriate records of attendance and contact details are maintained at all club sessions. Clubs should inform basketballscotland of their appointed COVID officer and confirm contact details.

**2. Cleaning of Equipment:** Where shared equipment is permitted, cleaning should be undertaken before and after each session and during regular breaks in the session. Cleaning of any shared equipment, particularly basketballs, should be undertaken in line with "cleaning guidance for clubs" available here in section 7, below

**3. Risk Assessment:** Risk assessments should be carried out and documented for all activities and facilities. Consider safety first, particularly minimising the risk of infection/transmission and following Scottish Government guidance regarding health, hygiene, and physical distancing. A risk assessment template is included in the resources below. Coaches should risk assess and plan appropriately for the session in advance, be aware of responsibilities and be clear on expectations with participants. They should also build in a review period to reflect on effectiveness and safety of the session.

**4. Test & Protect:** A register of participants should be kept for each session in line with section 8 below. Facility operators may maintain their own Test & Protect Records or request information from the club.

**5. Travel:** In general, you should avoid travel to other local authority areas unless essential. Travel restrictions are legally enforceable. There are limited exemptions for organised sport which allow parents of Children and Young People (17 Years or under) to transport:

- Participants aged 17 years or younger to and from Level 0, 1, 2 and 3 areas to take part in organised sport, training and competition
- Children and young people into or out of a Level 4 area for organised activity if that is where their sport, club or activity usually takes place

**6. Player Screening:** The player self-screening form should be provided to all participants in advance of the session. Any player showing symptoms should not be allowed to attend.

**7. Hand Hygiene:** All participants should use hand sanitiser before and after sessions and during any breaks. Coaches should make hand sanitisers or wipes available for use before, during and after a session where possible. Hand sanitiser should be at least 60% alcohol based and detergent wipes are appropriate for the surface they are being used on. Cleaning products should conform to EN14476 standard or any detergent is followed by chlorine releasing agent.

**8. Sneeze and Cough Hygiene:** If you need to sneeze or cough, you should do so into a tissue or upper sleeve. Dispose of your tissue into an appropriate bin or place in a plastic bag and take home. Avoid touching your face and ensure to clean your hands with at least 60% alcohol gel.

**9. First Aid:** Coaches should hold an up to date first aid qualification. Coaches should ensure access to first aid and emergency equipment is maintained.

**10. Safeguarding:** Coaches should be mindful of their clubs safeguarding policies when leading any activity, particularly with small groups.

**11. Spectators:** Spectating should be avoided where possible. Where attendance of a parent or guardian (non-participant) is required for safeguarding reasons, it should be limited to one per participant where possible, with physical distancing strictly observed while watching the sessions.

**12. Communication:** Communicate with members/participants clearly and regularly, making them aware in advance of the measures you are putting in place at your venue, and guidelines they are asked to follow.

**13. Payment:** Any payments required for sessions should be online and cash payments should be avoided.

**14. Outdoor Court Access:** Where possible, access to courts should be confirmed in advance of any activity. Not all courts will be open and others will be busy with general use. Coaches should not ask recreational participants to leave courts in order to deliver sessions.

**15. Toilet Access:** Clubs should check what toilet facilities (if any) will be available and communicate with participants in advance. Participants should follow any specific guidance on accessibility to, and use of toilets.

### 3. SPECIFIC GUIDANCE FOR OUTDOOR CONTACT BASKETBALL.

**Applicable to under 12**

**1. Maintain Physical Distancing:** An exception to the physical distancing rules is allowed during organised sessions. However, 2m physical distancing and rules on household groups should be maintained before and after sessions and during breaks in sessions.

**2. Group Size:** While there is an exception to household and physical distancing rules for organised sport, organisers should still seek to reduce risk by minimising the number of participants taking part where possible and limiting the duration of sessions. The maximum size of any group, including coaches is 30.

**3. Contact basketball:** All forms of basketball can be played outdoors within their usual club environment and where guidance is followed.

**4. Pre and Post Session Meeting:** Appropriate steps should be taken in order to ensure physical distancing before and after sessions. Staggering arrival times should be considered.

**5. Shared Equipment:** Use of non-essential shared equipment (e.g. cones, agility ladders) should be avoided. Shared basketballs should be cleaned before, during and after each session in line with the guidance in section 10.

**6. First Aid:** In the event of first aid treatment being required it is recognised that a suitably qualified person, coach or supervising adult may require to attend to the injured participant. The club appointed 'COVID Officer' should consider processes for managing this as part of the risk assessment.

### 4. SPECIFIC GUIDANCE FOR OUTDOOR NON-CONTACT BASKETBALL.

**Applicable to 12 and over**

**1. Maintain Physical Distancing:** 2m physical distancing should be maintained at all times.

**2. Small Group Activity Only:** Where coaching is permitted, with physical distancing maintained at all times, group size should be assessed to ensure adequate space for physical distancing is available. An outdoor 'field of play bubble' can consist of up to 15 people including coaches.

**3. No contact basketball:** All forms of contact basketball should be avoided in order to maintain physical distancing.

**4. Pre and Post Session Meeting:** Appropriate steps should be taken in order to ensure physical distancing before and after sessions. Staggering arrival times should be considered.

**5. Shared equipment:** Use of non-essential shared equipment (e.g. cones, agility ladders) should be avoided. Basketballs may be shared between small groups (recommended maximum of 6 players sharing a ball). Sharing of basketballs should be minimised where possible. Shared basketballs must be cleaned before, during and after each session in line with the guidance in section 10. Hand sanitisation should take place before and after any activity that involves sharing of basketballs.

## 5. CLUB CHECKLIST

### BEFORE THE ACTIVITY

- Contact the Facility to check:**
  - Cleaning equipment and hand sanitisers will be provided
  - Protocol of entry and exit to the building
  - Time gap between sessions to safely enter and leave the facility
  - Access to toilets and changing rooms
  - Limits on numbers
- Risk Assessment completed and documented**, including consideration of limiting spread of infection
- First Aid training confirmed**, ensuring it is in date
- Attendance numbers confirmed**, to comply with facility and club risk assessments
- Safeguarding requirements considered** including attendance of a parent if required
- All Required equipment Available:**
  - First Aid equipment
  - Hand Sanitiser
  - Plastic bag for rubbish
- Communication with participants detailing:**
  - Screening process and form.
  - Arrival and departure times (consider staggering).
  - Hygiene Requirements and protocols.
  - Measures in place to stop spread.
  - Facility-specific guidance participants should be aware of

### AT THE ACTIVITY

- Complete Test & Protect information** including phone contact for participants
- Hand sanitiser provided** to participants before and after session

### AFTER THE ACTIVITY

- Remove all rubbish/equipment**
- Ensure club COVID Officer receives register details** for Test and Protect purposes.

## 6. RESOURCES

### 6.1 SCREENING FORM:

The screening form should be provided to all participants and they should be requested to review all questions before leaving home to attend the activity.

Screening forms should not be physically shared or collected by the coach.

### BASKETBALLSCOTLAND

#### COVID-19 SELF-SCREENING FORM

From 2nd November 2020

Name: \_\_\_\_\_

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

Please answer all questions accurately and honestly:

- Are you experiencing any of the following symptoms?
  - High Temperature.
  - A new, continuous cough.
  - Change or loss of taste and smell
- Are you awaiting for a Coronavirus test result?
- Have you been told by the NHS Test and Trace service that you've been in contact with a person who has Coronavirus within the last 14 days?
- Have you returned from a destination outside the UK which requires you to quarantine in the last 14 days?

If you have answered yes to any of the above questions, please do not attend any activities.

### 9.2 RISK ASSESSMENT TEMPLATE

[AVAILABLE HERE](#)

## 7. SHARED EQUIPMENT CLEANING GUIDANCE

### Use of Shared Equipment

We recommend a basketball is the only equipment that should be shared at this point. Additional training resources (e.g. cones, ladders, bibs) should not be used.

1. Individuals should use their own ball for as much of the session as possible. Sharing of equipment should be limited as much as possible.
2. Individuals should bring their own water-bottles. These should not be shared in any circumstances.
3. Clubs should provide hand-sanitiser at all sessions, but individuals should also be encouraged to bring and use their own where possible

### Basketball Cleaning Station:

1. Clubs should set up a cleaning station at any session they are delivering.
2. Cleaning station should include:
  - Disposable gloves
  - Spray bottle of disinfectant solution (conforming to EN14476 standards).
  - Disposable wipes
  - A bin or bag for disposing of gloves/wipes
3. One person should be designated as responsible for cleaning shared basketballs before and after each use.

### Cleaning frequency:

1. Shared equipment should be cleaned before and after every session.
2. If you are sharing equipment for significant parts of sessions, the equipment should be cleaned during regular breaks in participation.
3. At times when equipment is cleaned, all participants should also sanitise their hands.

### Cleaning Process

1. Disposable gloves should be worn while cleaning
2. The ball should be sprayed thoroughly to ensure all surfaces are covered
3. The ball should be wiped down thoroughly with disposable wipes, ensuring all surfaces are wiped.
4. Wipes should be disposed of.
5. Gloves should be removed and disposed of.
6. Hand sanitiser should be used by the individual who has completed the cleaning process.

### Participants

All participants should use hand sanitiser immediately before and after using shared equipment

## 8. TEST & PROTECT GUIDANCE

[Test and Protect](#) is Scotland's way of putting into practice NHS Scotland's test, trace, isolate and support strategy.

### Club Responsibilities:

To support Test and Protect the appointed COVID officer for sports clubs is required to:

- Collect the following details from every participant:
  - name
  - contact number
  - date of visit
  - time of arrival
  - time of departure
- Store the information securely for 21 days
- Be able to access to the information at short notice
- Provide any information requested should be shared with public health officials when requested.
- Not allow anyone refusing to provide Test & Protect information to participate in sessions.

### Further information:

A leaflet providing information on the Test and Protect service is available [here](#).