



Welsh Bowling Association



Welsh Women's  
Bowling Association



## The Roles & Responsibility of the Club Covid-19 Officer

The changing status of the current COVID-19 pandemic is an evolving situation and these guidelines will be updated in line with and guided by Welsh Government and Public Health Wales policy.

Working alongside the club committee, all clubs are required to appoint at least one Club COVID-19 Club Officer if they plan to restart bowling activities. This person must be a registered club official, member or coach. Details of the responsibilities are outlined below;

- Single point of contact for the club in relation to communication with and from BowlsWales and the National Governing Bodies (WBA, WWBA, WCGBA, WIBA, WLIBA, WSMBA)
- responsible, alongside the club committee, for implementing and managing the Return to Play protocols.
- protocols include disseminating relevant COVID-19 related information to players, members, parents, volunteers within the club
- completion of a Covid-19 Risk assessment, which should be completed before any return to play activity is allowed.
- ensure appropriate signage is visible throughout the club facilities before any return to play is permitted.
- support the Welsh Government's Test Trace and Protect system, by ensuring a daily register of all attendees to the club and its facilities is maintained together with the contact details of all attendees whether members or otherwise - this includes those that enter the facilities, use the green or are merely spectators.
- be familiar with the relevant guidance from Welsh Government and public Health all of which is available online.
- The club Covid-19 officer is not required to be in attendance at every session in the club but must ensure that all processes and procedures are communicated to club members and track & trace is completed.

The Club Covid-19 Officer will establish clear policies, member communication and relevant signage to ensure that:

- no changing rooms or showers are used.
- sanitary facilities are accessible for players and coaches.
- club members and visitors are encouraged to use their own equipment and that all equipment is sanitised before and after every session.

Despite the relaxation of some guidelines relating to team sports the two metre social distancing requirement is still relevant at all times and return to play guidelines should reflect this requirement. The Club Covid-19 Officer will ensure that all members are aware of this requirement when attending club facilities. Members should be advised to refrain from congregating at the club or car park while accessing or leaving the green.

In summary, and in conjunction the club committee, the Club Covid-19 Officer will play an important role in putting in place the relevant systems, policies and processes to allow a safe return to play, ensuring members understand what they are able to do and, importantly, what they are not able to do and that relevant signage is visible at all appropriate points within the club facilities.

For further information, Club Covid-19 officers can contact BowlsWales, their National Governing Body Secretary or visit the Welsh Government website for further explanation of the roles and responsibilities outlined above.