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## **COVID-19: GUIDANCE INDOOR BOWLS CLUBS**

**Version 1.0. Date Issued: 27/04/21**

### **INTRODUCTION**

Based on the roadmap Welsh Government have announced This was on the basis that the containment and reduction of COVID-19 cases remained under control.

Any form of return to play will be subject to social-distancing and clubs must be confident they can implement appropriate safety measures and risk assessments. This is to ensure that they can comply and protect their staff, volunteers and members.

This guidance supplements the Welsh Government guidance and directives by covering situations specific to the sport of bowls. It is a live document and will be updated as Welsh Government advice changes.

Welsh Government have confirmed from 3<sup>rd</sup> May, Indoor Group activity for up to 15 adults can restart. *"The Welsh Government has confirmed further relaxations will be brought forward from 17 May to 3 May – including the resumption of indoor supervised activities for children, indoor organised activities for up to 15 adults, such as exercise classes, and the re-opening of community centres"*.

BowlsWales, WIBA & WLIBA are seeking to support those clubs that wish to reopen and members who would like to play, and to do so safely in accordance with the guidance set out by the Welsh Government.

**All clubs who wish to return to the green play at their own risk using this as guidance and to follow the Welsh Government restrictions. Clubs can decide individually whether they wish to reopen having considered the Welsh Government advice and the risk assessment of their facilities.**

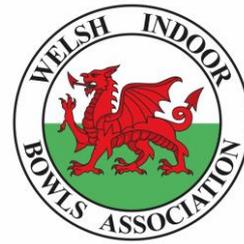
**This guidance is not a 'one size fits all' approach, and any guidance or recommendations made in this document will vary dependent on each club. However, the responsibility for the reopening of bowling facilities rests solely with each club and this advice and guidance seeks to guide and support clubs through this process.**



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We appreciate bowling facilities vary across Wales and as such individual clubs should risk assess appropriately to ensure these procedures can be implemented. Key elements are needed to be considered and assessed to ensure the safety of the clubs and its members.

This guidance document contains the following Sections and applies only to Indoor bowling clubs in Wales that wish to re-open:

1. Clubs – Summary of Recommended Action
2. Players – Summary of Recommended Action
3. Frequently Asked Questions
4. Additional Information

**All matches and use of the club is the legal obligation of the organiser including the club, COVID officer and attendees.**

If you have any questions, please e-mail: [enquiries@bowls-wales.com](mailto:enquiries@bowls-wales.com) or WIBA Secretary on [jcphillips128@aol.com](mailto:jcphillips128@aol.com) or WLIBA Secretary on [cathwliba@gmail.com](mailto:cathwliba@gmail.com) . We are here to help, and we will endeavour to respond.

We hope you all stay both safe and healthy and that we can overcome these challenging times by supporting each other where we can. The coming weeks and months may also provide an opportunity for you to encourage members of your own household, who currently don't play, to give bowls a try – **clubs are reminded to ensure that any activity by non-members is in accordance with their insurers.**



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## 1. Clubs – Recommended Actions

It is recommended that all clubs follow the advisory guidance below (the guidance may be adapted if necessary, for your club, as long as it remains consistent with Welsh Government regulations and social distancing requirements):

### Play arrangements

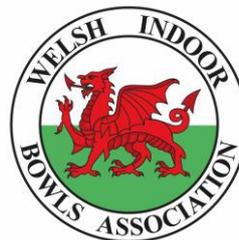
<b>Risk Assessment</b>	<ul style="list-style-type: none"> <li>• Please find the link to an example template – <a href="#">BowlsWales, WIBA &amp; WLIBA Risk Assessment</a></li> <li>• In addition, other risk assessment templates can be found online.</li> </ul>
<b>Off-site booking system</b>	<ul style="list-style-type: none"> <li>• For rink allocation (E.g., Google Calendar)</li> </ul>
<b>Test, Trace &amp; Protect</b>	<ul style="list-style-type: none"> <li>• Clubs are advised to follow Welsh Government Test, Trace &amp; Protect guidance. This enables the clubs to track who is using the facilities if they show symptoms following the activity. You should hold records for 21 days from the date of each separate visit that a staff member, customer or visitor made.</li> <li>• Link here - <a href="https://gov.wales/keeping-records-staff-customers-and-visitors-test-trace-protect">https://gov.wales/keeping-records-staff-customers-and-visitors-test-trace-protect</a></li> </ul>
<b>COVID-19 officer role description</b>	<ul style="list-style-type: none"> <li>• Clubs should appoint a COVID officer to oversee the contact details of participants during training/competitions for Test, Trace &amp; Protect.</li> <li>• Clubs can use a budding system with local clubs to share the use of COVID officer – Must ensure that all process and procedures specific to that club is detailed and outlined</li> <li>• Clubs can find COVID-19 officer role description here <a href="https://bowls-wales.com/covid-19/">https://bowls-wales.com/covid-19/</a></li> </ul>
<b>COVID-19 Club Checklist</b>	<ul style="list-style-type: none"> <li>• Support here - <a href="#">BowlsWales, WIBA &amp; WLIBA COVID Checklist</a></li> </ul>
<b>COVID-19 Club Officer training</b>	<ul style="list-style-type: none"> <li>• Training is available through the Welsh Sport Association and can be found on BowlsWales website here <a href="https://bowls-wales.com/covid-19/">https://bowls-wales.com/covid-19/</a></li> </ul>
<b>Travel Arrangements</b>	<ul style="list-style-type: none"> <li>• Club's must ensure to follow current Welsh Government regulations</li> <li>• Traveling with another household is not recommended but if it is required, social distancing must be followed and face masks must be worn.</li> </ul>



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	<ul style="list-style-type: none"> <li>• <a href="https://gov.wales/travelling-safely-during-coronavirus-pandemic-guidance-public-html">https://gov.wales/travelling-safely-during-coronavirus-pandemic-guidance-public-html</a></li> </ul>
<b>Time slots</b>	<ul style="list-style-type: none"> <li>• Minimum of 20 minutes between allocated slots to enable players to arrive/depart safely</li> </ul>
<b>Number of people</b>	<ul style="list-style-type: none"> <li>• The number of people allowed on each rink is governed by current Welsh Government guidance and restrictions on adhering to social distancing</li> <li>• A maximum of 15 people can take part in indoor activity within a given area</li> <li>• Under 11's do not count towards this rule</li> <li>• <a href="https://gov.wales/sites/default/files/publications/2021-02/coronavirus-control-plan-alert-levels-in-wales-coming-out-of-lockdown.pdf">https://gov.wales/sites/default/files/publications/2021-02/coronavirus-control-plan-alert-levels-in-wales-coming-out-of-lockdown.pdf</a></li> </ul>
<b>Rink use</b>	<ul style="list-style-type: none"> <li>• At any one time the number of rinks in use is governed by current Welsh Government guidance and restrictions on adhering to social distancing</li> <li>• Each rink is treated as a separate entity and can have a maximum of 8 people per rink.</li> <li>• It is recommended to ensure there is plenty of space between rinks in use and ensure that social distancing is followed. All games are to be kept separate to avoid gatherings</li> <li>• Players must stay within their own rink and leave immediately after playing. Do not mix with other rinks during and after play.</li> <li>• <a href="https://gov.wales/sites/default/files/publications/2021-02/coronavirus-control-plan-alert-levels-in-wales-coming-out-of-lockdown.pdf">https://gov.wales/sites/default/files/publications/2021-02/coronavirus-control-plan-alert-levels-in-wales-coming-out-of-lockdown.pdf</a></li> </ul>
<b>Spectators</b>	<ul style="list-style-type: none"> <li>• Spectators are not permitted</li> <li>• <a href="https://gov.wales/keeping-records-staff-customers-and-visitors-test-trace-protect">https://gov.wales/keeping-records-staff-customers-and-visitors-test-trace-protect</a></li> </ul>
<b>Personal belongings</b>	<ul style="list-style-type: none"> <li>• Must be kept to a minimum or if possible, left in the car</li> </ul>

### Playing Formats

The following playing formats are in accordance with Welsh Government guidelines and are recommended by Bowls Wales and the National Governing Bodies:

The key areas to factor in are :-

- Social distancing must be maintained
- Implementation of robust hygiene procedures for all equipment used and players personal care.



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In line with  
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Government regulations on indoor gatherings, each rink is treated as a separate entity and can have a maximum of 6 people per rink. The following rules must be enforced:

- Maximum 24 people in the facility at any one time
- Alternative rinks must be used
- Social distancing to be adhered
- Face masks must be worn
- Players must stay within their own rink and leave immediately after playing.  
Do not mix with other rinks during and after play.

To ensure that social distancing is complied with it is advised that you use alternate rinks for play as follows:-

3 Rink Stadiums: Use rinks 1 & 3

Maximum number of people on the green is 12. It is dependent on the club how they manage the use of the rinks.

4 Rink Stadiums: Use either rinks 1 & 3 rinks 2 & 4 or rinks 1 & 4

Maximum number of people on the green is 18. It is dependent on the club how they manage the use of the rinks.

6 Rink Stadiums: Use ether rinks 1,3 & 5 or rinks 2, 4 & 6

Maximum number of people on the green is 24. It is dependent on the club how they manage the use of the rinks.

8 Rink Stadiums: Use either rinks 1,3,5 & 7 or rinks 2,4,6 & 8.

Maximum number of people on the green is 24 across 4 rinks. It is dependent on the club how they manage the use of the rinks.

You could consider reducing the width of your rinks to allow more space for Social Distancing and people waking up and down the rink.

### **Singles Play**

With the dimensions of the rink and how the game is played this is the safest format to be played as distance between players can be easily maintained, across all rinks.

### **Pairs Play**

Again, the dimensions of the rink will allow 2 players at each end to have ample space between each other and those players on adjoining rinks.

### **Triples & Fours Play**



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To enable Triples and Fours play to be played more safely, Clubs could consider a policy of moving the “T” to 3 or 4 metres from the ditch, this will create more space for players behind the mat and behind the jack.

- If you can ensure that 6 players can maintain social distancing at each end of the rink then a standard game can take place.

**For those Clubs who do not have a stand off area at the end of the rink they MUST move the “T” to 4 metres from the ditch.**

### Clubhouse and Facilities

<p><b>Entrance &amp; Exit</b></p>	<ul style="list-style-type: none"> <li>• Ensure safety of members when entering and exit for the start of new sessions, use one door for entry and another for exit. If this is not possible, ensure there is markers outside and inside to inform members to maintain social distance</li> <li>• Members or participants are discouraged from congregating once session has finished</li> <li>• Club to ensure there is appropriate time slots between sessions to avoid members entering and exiting at the same time.</li> </ul>
<p><b>Club Signage</b></p>	<ul style="list-style-type: none"> <li>• Ensure there is appropriate signage to mark how the members can enter and exit the green safely.</li> <li>• Ensure that there is appropriate signage on display for members for to enforce guidelines and inform members not to enter if they appear to show any symptoms.</li> </ul>
<p><b>Changing Facilities</b></p>	<ul style="list-style-type: none"> <li>• Changing facilities are to remain closed and appropriate signage to members to show no access.</li> <li>• Members to come dressed ready to play with their bowls and shoes in a bag which they change into at the rink side.</li> </ul>

<p><b>Toilet Facilities</b></p>	<ul style="list-style-type: none"> <li>• Toilets can be used but ensure that there is an appropriate system of one in one out, maintaining social distancing at all times.</li> <li>• Regular cleaning of the toilets should be undertaken and signage for to encourage hand hygiene</li> </ul>
<p><b>Hygiene &amp; Cleaning</b></p>	<ul style="list-style-type: none"> <li>• Club to provide hand hygiene stations at the entrance, exit and around the building.</li> <li>• If club cannot provide hand hygiene station, members are informed to brig their own hand sanitiser</li> <li>• Club to enforce a cleaning schedule of the facility pre and post opening, including throughout the use of the facility.</li> </ul>
<p><b>Bar &amp; Restaurant Facilities</b></p>	<ul style="list-style-type: none"> <li>• Bar and Restaurant area is not permitted to open. Welsh Government have set out their coronavirus control plan and guidelines will be updated accordingly in line with the 17<sup>th</sup> May anticipated date.</li> <li>• A takeaway service can be implemented but ensuring that all club protocols are followed for collection</li> <li>• Checklist and guidelines on bar and restaurant use can be found here on Clubhouse guidance – <a href="https://bowlswales.com/covid-19/">https://bowlswales.com/covid-19/</a></li> <li>• Club to ensure that social distancing is followed and a risk assessment to mitigate the risk of transmission within the bar area must be completed</li> </ul>

**Ventilation**

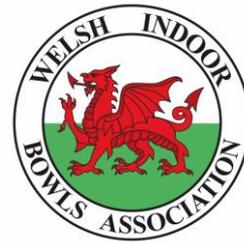
Welsh Government state the latest science on microdroplet spread may mean exercise in an indoor, non-air ventilated area may carry more risk. Air-conditioned rooms are not particularly effective. The guidance from the Government is that ventilation is an important part of mitigating against the



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transmission of COVID-19. Ventilation into the building should ensure a fresh air supply is provided to all areas of use. You can do this by ensuring that windows and doors where appropriate are kept open to create air flow is effective at clearing microdroplet airborne particles

### **Equipment (This will vary according to the code of the game)**

To minimise the risk of infection, only essential items (as below) should be utilised during any session and where possible use your own equipment from home:

- Mat (Minimal people to use and ensure that sanitised and cleaned before and after every use)
- Bowls
- Jack (Minimal people to use and ensure that sanitised and cleaned before and after every use)
- Rink Markers
- Gloves (if preferred)
- Scorecards (these should be retained by one person only if required)
- Bowling arm/lifter (for use by one person only if required)
- Visually Impaired players using "strings" on the rink for play require to use sanitising wipes at the completion of each end
- Bowling aids (for players with a disability if required)

All equipment should be cleaned and sanitised before and after use.

- If scoring:
  - Social distancing rules must always be strictly adhered to at all times
  - Do not touch your opponents' bowls with your hands
  - Avoid measuring for shot/s but if this is necessary shot bowls should be indicated by pointing at them and not turning them out



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## 2. Players – Summary of Recommended Actions

It is recommended that all players follow the guidance below (the guidance may be adapted if necessary, to meet individual needs, so long as it remains compliant with Welsh Government advice and social distancing requirements):

### In advance

- Do not go to the club if you are experiencing any coronavirus (COVID-19) symptoms;
  - or any cold or flu-like symptoms
  - a new continuous cough
  - a high temperature
  - a loss or change to your sense of smell or taste
  - Use the NHS 111 website or helpline and seek advice. For your own protection, follow the advice about self-isolation if you are, or are living with, someone in one of the vulnerable groups
- All players, officials, volunteers and spectators must undergo a self-assessment for any COVID-19 symptoms. No-one should leave home to participate in sport if they, or someone they live with, is **symptomatic** - or suspects they may have been exposed to the virus. They should immediately self-isolate. See Welsh Government guidelines here - <https://gov.wales/self-isolation-stay-home-guidance-households-possible-coronavirus>
- Dress appropriately before you get to the club to avoid the need to change clothes – change shoes immediately before and after your game
- Travel to the green on your own or with members of your own household only – do not offer a lift to, or accept a lift from, anyone outside your household. Do not arrive more than 10 minutes before your allocated booking time.

### Personal care

- All players, staff, volunteers & coaches must wear a face covering when attending the indoor facility, this includes playing
- Clean anything you have touched after use
- Take any food or drink you might need with you and take any rubbish home to be suitably disposed
- Wash or sanitise your hands and sanitise any equipment (including bowls, jacks and mats) you use before and after you play – do not assume that the person before you have sanitised the equipment thoroughly
- Sanitise gates, padlocks, keys and door handles before and after use



### Clubs are required:

- Carry out an extensive Risk assessment in line with the Clubs Landlord/Local authority/council/facility owner before play can resume. You can find a Risk assessment template here. <https://bowls-wales.com/covid-19/>
- To communicate all guidance to all members, staff, volunteers and committees.
- Ensure that all members accept the guidance prior to booking to ensure that all members are adhering to the guidelines for their safety
- Ensure that signages on Clubs key messages and guidance are on display for what is expected by members

## 3. Frequently Asked Questions

### When can we reopen?

Indoor bowls clubs are permitted to open from **Monday 3<sup>rd</sup> May**. Each club, including council-owned sports facilities, will make their own decision about when their facilities are ready to open and can be operated safely. You should only reopen or restart activities as soon as you feel able to do so safely. Until you feel it is safe and responsible to reopen you should remain closed.

### What games can we play?

All activity should be consistent with the Welsh Government guidance regarding health, social distancing and hygiene. That means that participants and others can maintain a safe two metre distance, that good hygiene practices are in place, that equipment is disinfected regularly, and that anyone who is symptomatic or suspects they have been exposed to the virus does not take part and remains at home.

### What about competitions within our club?

Any measures clubs can put in place to enable an activity to return needs to be capable of being adapted to follow Welsh Government guidelines on social distancing e.g. strengthening or relaxing measures at short notice. Organisations are encouraged to think creatively about how best to make their sport or activity possible within the guidelines.

The limit on gatherings for organised sport of a maximum of 30 people, There is a primary focus of bowling activity at this time for physical and mental well-being. All clubs must ensure that the current Welsh Government regulations and social distancing measures are followed at all times.



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### **Can clinically vulnerable people (such as people aged 70 and over) participate in indoor bowls?**

Those who are shielding can continue to leave home to exercise or meet outside with people from another household.

You should strictly follow physical distancing (2 metres or 3 steps away from another person) and you should practice good hygiene using a hand sanitiser and avoiding touching things touched by others.

Full details at: <https://gov.wales/guidance-on-shielding-and-protecting-people-defined-on-medical-grounds-as-extremely-vulnerable-from-coronavirus-covid-19-html>

### **What if I appear to show virus symptoms following playing?**

Should anyone who attended the club subsequently discover they have any virus symptoms they should immediately inform the club secretary. The designated officer for Track and Trace should be informed and ensure that the correct process of Welsh Government Test, Trace, Protect guidance is followed, link here - <https://gov.wales/test-trace-protect>

### **Can we open the club bar and kitchen?**

Bars and restaurants, including any food or drink facilities inside a clubhouse must remain closed in line with Welsh Government regulations. The reopening of facilities must follow Government guidance at all times. Guidelines will be updated accordingly in line with anticipated dates set out by Welsh Government from 17<sup>th</sup> May. A takeaway service can be implemented but ensuring that all club protocols are followed for collection.

### **Can we use the club toilets?**

Yes – toilets and throughways may be kept open, but guidance on hygiene should be followed, with a one in one out approach.

### **Can we use the changing rooms?**

No – only the use of toilets is permitted. Players must ensure to be changed and ready to play.

### **Can we share equipment?**

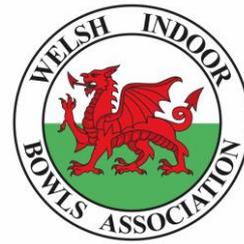
Where possible we recommend that you do not share equipment, for example you should use your own bowls. Mats and jack should only be handled by one player. It is a decision for clubs/facility managers whether they loan/hire out bowls. If you do, we expect you to follow sensible precautions and clean in between users, as well as the safely working guidance.



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### **How can we book a rink without visiting the club?**

Clubs are encouraged to utilise an off-site booking system for rink allocation – this could be offline (e.g. diary managed by allocated club members) or online (e.g. Google Calendar).

### **How do we ensure that the mats and jacks are clean?**

Guidance currently states that cleaning protocols should be put in place to limit coronavirus transmission in public places. It is advised that touch points (e.g. handrails and gates) should be particular areas of focus for increased cleaning. Frequent cleaning of equipment between uses and any work areas used, using your usual cleaning products, is advised.

### **Can we allocate someone to 'manage' sessions/attendance in addition to those who are playing?**

Yes – clubs may consider the use of 'staff' if they consider this will enable them to reopen safely as part of their risk assessment.

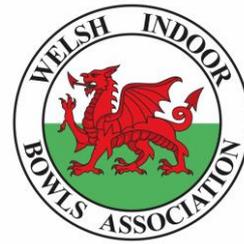
### **Do we need to wear a mask or face covering?**

The current Welsh Government guidance states, if you are preparing to exercise, changing, or undertaking any activity that isn't strenuous, especially when in close contact with other people, you will need to wear a face covering. However, there may be circumstances where the layout of the premises and the nature of the exercise you are doing mean that it would not be reasonable to expect you to wear a face covering. The World Health Organisation advises against wearing a face covering when exercising as sweat can make a face covering become wet more quickly, making it difficult to breathe and promoting the growth of microorganisms. It advises the important preventative measure during exercise is to maintain physical distance from others.

Therefore, all bowls players, coaches, volunteers and staff are required to wear a face covering as bowls is not deemed as a strenuous activity. Further FAQ's can be found in the additional information below.

### **Has BowlsWales produced a poster that we can put up at our club?**

Yes – A COVID-19 Safety Information Poster for Clubs for Indoor Bowls has been designed. To download the poster, visit: <https://bowls-wales.com/covid-19/>



## 4. Additional Information

Further guidance is available as below:

### Sport Wales

<https://www.sport.wales/>

### Welsh Government

<https://gov.wales/topic/980/latest>

<https://gov.wales/sport-recreation-and-leisure-guidance-phased-return-html#section-46491>

<https://gov.wales/coronavirus-regulations-guidance#section-46351>

<https://gov.wales/face-coverings-frequently-asked-questions>

### Press release:

<https://gov.wales/stay-local-to-keep-wales-safe>

### Guidance:

Guidance published at <https://gov.wales/guidance-changes-coronavirus-regulations-1-june> and <https://llyw.cymru/canllawiau-ar-newidiadau-i-reoliadaur-coronafeirws-o-1-mehefin>

### Q&A:

Published at <https://gov.wales/changes-coronavirus-regulations-1-june-frequently-asked-questions> and in English also at <https://llyw.cymru/newidiadau-i-reoliadaur-coronafeirws-ar-1-mehefin-cwestiynau-cyffredin> until Welsh translation arrives.

### WSA

<https://wsa.wales/our-services/sports-advocacy-and-policy/covid-19-support/>

## Thank you