



Guidance for Return to Karate

July 2020

Note:

This document has been compiled using Welsh Assembly Government Guidance.

WKGB advises everyone to check for updates on <https://gov.wales/coronavirus>

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1 INTRODUCTION

The guidance contained in this document has been compiled to enable WKGB Karate clubs to reopen and restart training in compliance with government guidelines.

1.1 It is of paramount importance that individuals including coaches and athletes monitor themselves for any signs of the virus, as well as their general health.

1.2 Guidance is changing very quickly regarding returning to the sport and fitness sector. We will publish updates through the WKGB website to keep you up to date.

1.3 We also appreciate that not everyone will have the ability to restart as the restrictions still make it too difficult to do so.

1.4 Whatever coaches and clubs do, must always adhere to the principles of safeguarding people's health and adhering to the very latest regulations set out by government regarding health, social distancing, and hygiene. You need to appoint someone within your association/club structure as a Covid-19 lead and central point of contact to keep abreast of the changing situation and to inform your members.

1.5 Legal Requirements

- Social Distancing
- Measures to maintain Hygiene
- Measures to minimise exposure
- Provision of guidance information
- Regard to Welsh Government Guidance
- Risk Assessments
- Activities must be organised (booking arrangements)
- GDPR maintain Session Registers for min of 21 days

1.6 Liability

- Check Insurance cover
- Model Risk Assessments
- Duty of Care to facility users
- Good Record Keeping
- Safeguarding
- Keep up to date with changes

The advice contained within this document is not definitive, and you should always refer to the most recent Welsh Assembly Government Guidelines.

2 COVID-19

2.1 Key facts from the government on Covid-19:

- 2.1.1 Covid-19 is a highly contagious virus that can spread from person to person easily.
- 2.1.2 It spreads through droplets coming from the nose or mouth when a person coughs, sneezes, or exhales.
- 2.1.3 Droplets can also land on surfaces or objects which other people then touch, potentially passing on the virus when they touch their own eyes, nose, or mouth.
- 2.1.4 There is currently no vaccine for this virus
- 2.1.5 Common Symptoms of the Covid-19 Virus (but not limited to) are as follows: -
 - A High Temperature
 - A new, or Repetitive Cough
 - Loss of, or change to Taste and Smell

2.2 Any Coach or Member who has, or suspects they have, any of these symptoms MUST not go to a Karate Club and try to participate in training. with others and must self-isolate in line with the latest UK Government instructions.

2.3 It is vital that everyone follows government guidance on track & trace measures to help prevent the spread of this virus. If you have any doubts, contact your GP by phone or local testing center for further advice and further instructions.

To find out more details or arrange a test go to

[covid-19/testing-and-tracing/get-an-antigen-test-to-check-if-you-have-coronavirus/](https://www.gov.uk/covid-19/testing-and-tracing/get-an-antigen-test-to-check-if-you-have-coronavirus/)

3. GOVERNMENT & GENERAL ADVICE

3.1 There are several other websites you might find helpful, covering the following subjects in more detail. Click on the links to access.

3.1.1 Government Coronavirus Guidelines [www.gov.wales](https://www.gov.uk/government/coronavirus/coronavirus-guidelines)

3.1.2 Government Cleaning Advice [Cleaning in Non-Healthcare Settings](https://www.gov.uk/government/cleaning-advice)

3.1.3 Enabling Sport to thrive in Wales www.sport.wales

3.1.4 Mental Health Advice from MIND [Gov. Mental Health and Wellbeing](https://www.gov.uk/government/mental-health-advice)

4 SAFEGUARDING HEALTH

WKGB recommends the following principles to combat the Covid-19 pandemic. All Karate clubs & coaches should adhere to these principles in all matters relating to the operation of clubs and training sessions.

- 4.1 Clubs must ensure all activity adheres to the Government's Public Health Guidelines regarding health, travel, social distancing, and hygiene.
- 4.2 Clubs must always put safety first, minimising the risk of infection/transmission.
- 4.3 Thorough risk assessments must be undertaken, and appropriate implementation plans put in place to ensure participants, any staff, volunteers, and visitors to your venue are protected and informed.
- 4.4 Clubs must communicate clearly and regularly with members and participants in advance of returning to training, setting out what you are doing to manage risk and what advice you are giving to individuals to do likewise.
- 4.5 Clubs must put in place measures that can adapt to changing guidance and possible further restrictions.

Clubs that fail to conduct the proper assessments and put in place safety measures or fail to inform their participants of the risks and expectations prior to coming to training as described in this document put themselves and members at risk.

5 WHEN CAN I REOPEN MY CLUB?

- 5.1 The Welsh Assembly Government has published some guidance for the community sport and leisure sectors, with a return to indoor activity from August 2020 (check updates)
- 5.2 **There are several steps clubs must take before they can reopen.**
 - 5.2.1 All venue owners or tenants are obliged to conduct a full **Covid-19 Risk Assessment** on their premises and from that assessment implement a **Covid-19 Plan** to protect their facility users.
 - 5.2.2 The venue must then put all the measures contained within the plan in place before they can open.
 - 5.2.3 The venue must also share their plans with all facility users in advance.
 - 5.2.4 Hirer's of premises are legally obliged to conduct a Covid-19 Secure Risk Assessment on their Premises
 - 5.2.5 A Covid-19 Risk Assessment and Implementation plan should already have been done by the venue, prior to them reopening for public use.
 - 5.2.6 Clubs thinking of reopening sessions should ask for a copy and use this as the base line for the creation of your own Covid-19 Activity Risk Assessment & Implementation Plan.

5.3 **Conducting a Covid-19 Activity Risk Assessment on Karate Training**

- 5.3.1 The assessment should cover all elements of the class, listing the types of activity, equipment used and any shared resources that are acceptable and unacceptable within the latest social distancing guidelines.
- 5.3.2 A step by step guide and template to help you through this process for a generic Karate class is detailed further within this guidance document.

6 GUIDELINES FOR CONDUCTING A COVID-19 RISK ASSESSEMENT

6.1 **Aims:**

- 6.1.1 Identify significant risks
- 6.1.2 Identify controls required to comply with legislation
- 6.1.3 Remains appropriate and valid over a reasonable period.

6.2 **The standard methodology for a Risk Assessment is to:**

- 6.2.1 Recognise that the hazard is Covid-19
- 6.2.2 Assess the persons potentially exposed to the hazard
- 6.2.3 Put in place Risk Controls

6.3 **The Risk Assessment should recognise that:**

- 6.3.1 The virus is spread in minute water droplets that are expelled from the body through sneezing, coughing, talking, and breathing
- 6.3.2 The virus can be transferred to the hands and from there to surfaces.
- 6.3.3 It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature).
- 6.3.4 If the virus is passed from one person to another, while many survive infection, some may become ill or even die from the disease. It is therefore regarded as a HIGH HAZARD

7 Covid-19 Activity Risk Assessment – Sample Template

Club:

Participants:

Instructor:

No.	Activity	Hazard	Probability	Severity	Tot
1	Participating in session	Injury through fall / excessive contact	3	3	6
2	Collision with another student	Instructor to ensure students not distracted by other people	1	1	2
3	Using equipment	Injury through use of damaged / faulty equipment	2	3	5
4	Using equipment	Risk of transmission via contact	2	2	3
5	Participating in session	Injury caused by unsafe environment	2	3	5
6	Participating in session	Illness caused by Coronavirus transmission	2	3	5
7	Participating in session	Illness caused by poor Hygiene	2	3	5
8	Participating in session	Illness caused by transmission	2	3	5
9	Participating in session	Illness caused by poor ventilation	2	3	5
10	Spectators	Droplet transmission	3	3	6

Probability

- 1 Improbable
- 2 Rare
- 3 Occasional
- 4 Frequent

Severity

- 1 Negligible
- 2 Minor
- 3 Major
- 4 Potential Fatality

Priority Total

- 1-3 Not Urgent
- 4-6 Urgent
- 7-8 Immediate Action

Instructor Signature:

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Covid-19 Activity Risk Mitigation Plan – Sample Template

Club:

Participants:

Instructor:

No.	Hazard	Current Prevention	Future Measures	Action By	When
1	Injury through fall / excessive contact	Club rules, instructor training, instructor supervision, only appropriate grades	Chief instructor to supervise work of instructors		
2	Collision with or distraction by other people	Instructor training, instructor supervision, ensure instructor faces door	Chief instructor to supervise work of instructors		
3	Injury through use of damaged / faulty equipment	Equipment checked before issue and on return	None		
4	Risk of transmission via contact	Cleaning regime for Equipment Participants to wear footwear	Maintain cleaning regime		
5	Injury caused by unsafe environment	Self- Declaration by participants	Review H&S		
6	Illness caused by transmission	Virus controls - social distancing	Comply with Government guidelines		
7	Illness caused by poor Hygiene	All participants to use hand sanitiser provided before entry to venue	Maintain hygiene regime		
8	Illness caused by transmission	Participants to arrive and leave in Gi Shower at home Electronic Payments or cash in envelopes	Review in line with government guidelines		
9	Illness caused by poor ventilation	Doors to remain open to avoids touching and help ventilation	Review in line with government guidelines		
10	Droplet Transmission	Spectators excluded	Review in line with government guidelines		

8 Covid-19 Activity Implementation Plan – Sample Template

No	Risk/Hazard	Action	Who	Progress
1	Virus controls	Inform members of actions to be taken	Club Instructor	
2	Social distancing	Limit class sizes – ensure enough spacing	Club Instructor	
3	Members personal possessions	Minimize what members bring to club	Individuals	
4	Hydration	Members provide own water etc.	Individuals	
5	Cash Payments	Via BACS or cash in envelopes	Club Instructor	
6	Cleanliness	Members to wash/clean hands before training	Individuals	
7	Signage	Determined after Risk Assessment undertaken	Club Instructor	
8	Doors	Leave open where possible	Club Instructor/Venue	
9	Changing Rooms	Members to come in Gi's	Individuals	
10	Toilets	Limit numbers at any one time	Club Instructor	
11	Spectators	No Spectators	Club Instructor	
12	Family members	Can train together	Individuals	
13	Mats/Floors	Ensure mats & floor cleaned before session	Venue Manager	
14	Spillages	Cleaned immediately	Club Instructor	
15	Equipment	Cleaned before and after session	Club Instructor	
16	PPE	Supplied by member	Individual	
17	Cleaning Regime	Individual to wash hands or use sanitiser	Individual	
18	Children pick ups	Instructor stays until all children are picked up	Club Instructor	
19	Waste	Cleaning Regime	Venue Manager	
20	Test & Trace	Everyone's details collected	Club Instructor	
21	Warm Up/cool downs	Social distancing	Club Instructor	
22	Basic Techniques	Social Distancing	Club Instructor	
23	Sparring	Not permitted	Club Instructor	
24	Pad Kicking	Not permitted	Club Instructor	
25	Venue entry	Check with each location	Venue management	

9. COVID-19 FIRST AID PROTOCOL

9.1 Introduction

All clubs have a duty of care to participants taking part in a Karate activity.

This responsibility does not disappear due to social distancing measures. Clubs should adopt the following additional Covid-19 protocols for dealing with injuries in the class setting and that abide by government social distancing and hygiene rules.

Clubs should ensure that these measures are part of the implementation plan and reducing the risk of Covid-19 being transmitted.

9.2 First Aid

The club must ensure anyone administering first aid has up to date minimum qualifications.

9.3 Personal Protection Equipment (PPE)

The club must ensure they have face masks and disposable gloves available for anyone who is going to administer first aid. Once used these should be disposed of within a second skin sealed bag and in a safe and hygienic manner to prevent any possible transmission.

Clubs should ensure they have a few masks and gloves available at every session Club

The club must ensure they have an up to date, well stocked first aid kit at all sessions.
(regardless of Covid-19 measures)

9.4 Reporting an Injury:

All injuries and treatment, however minor must be recorded in the club accident book.

10.COVID-19 INCIDENT RESPONSE

10.1 So, clubs are prepared and know what to do if they suspect somebody at them session may have the virus, or possibly starts to display symptoms at a class, or in the event that the club is informed that a previous attendee has received a positive test result – clubs should have a simple virus response plan in place.

Clubs should ensure they follow these simple steps:

10.1.1 Keep a detailed record of all people attending each session along with contact details.

- i) It is important to know which people attended each session, so a detailed attendance register is important in case a track & trace process is needed.
- ii) Clubs must keep these personal details secure in line with GDPR policies
- iii) In the case of children or vulnerable adults, the contact details of a parent or guardian should be collected.

10.1.2 In the unlikely event that a participant or anyone else within your training environment displays symptoms during a session

- i) They should immediately stop, leave the venue, and isolate at home
- ii) All surfaces and equipment that the individual may have come into contact with should be thoroughly cleaned immediately
- iii) They should be given a strong recommendation to contact the local Covid-19 testing agency and arrange a test (usually done online).
- iv) Clubs should make a note of the individual and the date / time of the incident

11. WHAT A COVID-19 SECURE KARATE SESSION COULD LOOK LIKE?

11.1 Karate coaching, like everything else, will need to adapt to operate safely under the Covid-19 pandemic restrictions. These measures may be with us for some time so clubs should think about new ways to deliver their Karate classes to members, that adhere to the most recent government social distancing rules (and as applied at the time by each Home Nation as they might be a little different!).

11.2 All measures are aimed at mitigating against the possible transmission of the virus.

- Members have been advised of Covid-19 arrangements before they arrive
- Class times and sizes adjusted to meet current social distancing needs
- Mats have been cleaned with disinfectant
- Pads/Equipment have been cleaned with 60% Alcohol wipes
- Signage erected if needed
- Warning Tape laid if needed
- Members arrive on time at the pre-agreed session time
- Members come ready dressed for the Class (i.e. in GI's)
- Members to bring their own labelled Water Bottle
- Members keep a 2m distance when possible
- Members clean their hands with Sanitiser on entering the Dojo
- Doors are kept open to maintain ventilation and stop further touch points
- Payments are contactless or delivered in sealed and labelled envelopes
- Spectators are not allowed in the Training Room
- Members may wear Masks and/or Gloves if they so wish
- Class sizes are adjusted to allow 2m distance in all directions
- Members from the same household may distance as normal
- Class Activity follows the Karate Specific Activity Risk Assessment
- No contact unless same household group
- No Contact Sparring
- Equipment is cleaned after each use by a person or group
- Any spillages are cleaned
- Use of Toilets allowed only in accordance with Venue instructions
- Members to minimise contact with all surfaces as much as possible and use wipes to clean on leaving
- Members must take all their possessions with them
- Members clean their hands with Sanitiser on arriving at Training Session
- Members leave the Venue immediately session ends
- Members whose lift is late wait in a safe place at 2m where possible
- Members under 18 will wait with the Instructor until collected (at a 2m metre distance)
- Mats/Floor are cleaned regularly
- Session is reviewed and any modifications for next session advised to Member

12. SUMMARY

- 12.1 Until a vaccine is found or the government relaxes the lockdown rules further and to a point where normal training can resume, we all have a responsibility to follow the advice coming from health authorities designed to prevent transmission of the virus. Especially for those from vulnerable groups or with underlying health conditions.
- 12.2 It is human nature to try and second guess or interpret advice, to suit individual needs but we would stress that this is government guidance and not something we can pick and choose to follow.
- 12.3 Coaches should:
- 12.3.1 Always place the safety of all members and club supporters first
 - 12.3.2 Adhere to the measures contained within your venues Covid-19 plan
Conduct your Covid-19 Karate activity Risk Assessment (Remember, this is in Addition to your normal club Risk Assessment you should already have)
 - 12.3.3 Put together your clubs Covid-19 Implementation plan
 - 12.3.4 Give everyone connected to your club a copy of your latest version of your implementation plan
 - 12.3.5 Ensure everyone knows what to do from the moment they leave home, arrive at the venue, and leave for home again.
 - 12.3.6 Review and improve the plan regularly, especially when a control measure is not working as it should or new advice comes out that change's things
 - 12.3.7 Finally, but very importantly, please also consider the psychological impact that the extended lockdown might have had on members and the changes clubs have had to make, particularly children, who may be anxious about the return to training or environment in general.

- **Keep checking the latest government rules**
- **Remember there may be differences in your Home Nation so check your government and sporting body websites.**
- **Check the WKGB website for updates as the guidance in this pack will change as government measures change**

Keep Active

Keep Safe