

Civil Service Boathouse

COVID-19 Guidance

1. Introduction

This document sets out the measures being taken by the Civil Service Boathouse in order to comply with guidance from the UK Government and British Rowing designed to limit the spread of COVID-19.

These measures shall apply to Members of Cygnet RC and BBLRC until further notice; and should be adhered to in addition to the Guidance Notes as issued by Cygnet RC and BBLRC.

Key dates:

- On 20 March 2020, the UK Government introduced measures intended to restrict the spread of COVID-19
- On 20 March 2020, British Rowing announced the suspension of all rowing club activities.
- On 11 May 2020, the UK Government announced that unlimited exercise outside will be allowed from 13 May, subject to social distancing, with people allowed to do outside sports, and leisure facilities mainly closed until 4 July 2020 at the earliest.
- On 12 May 2020, British Rowing announced that privately owned boats may go out on the water using publicly accessible slipways/other waterway access, or with the express permission of the landowner.
- On 13 May 2020, the UK Government published guidance for providers of outdoor facilities on the phased return of sport and recreation
- On 13 May 2020, British Rowing announced that they would allow members to use club/shared boats (in addition to private boats) from their facilities subject to the restrictions and guidance from the Government.

Key documents:

HM Government Guidance	20.03.20	Staying at home and away from others (social distancing) (now withdrawn)
	11.05.20	Our plan to rebuild: the UK Government's COVID-19 recovery strategy
	13.05.20	Guidance for providers of outdoor facilities on the phased return of sport and recreation
British Rowing Guidance	20.03.20	Advice to stop all activities and close boathouse
	12.05.20	Advice allowing private sculls only
	13.05.20	Advice allowing club and private sculls
Port of London Authority 9/2020	13.05.20	Recreation on the Thames Article and Notice to Mariners

2. Boathouse Use

Members of Cygnet RC and BBLRC are required to observe the following restrictions:

- Avoid attending at the same time as other members. Use the WhatsApp group for single scullers to agree who's going out when.
- Anyone going out on the water MUST enter relevant details in the Google Spreadsheet (add link).
- Use hand sanitiser when you arrive and wash your hands with soap and water for a minimum of 20 seconds whenever you can. The tap outside the boatshop can be used when the boatshop shutters are open.
- Only access parts of the boathouse which you have to in order to get your equipment out. You should not enter the changing rooms, nor can you use the Shed, or the bar.
- In an emergency ONLY, e.g. following capsizes, changing rooms should be used by 1 person at a time.

- Use of the kitchen is not permitted – this includes the worktops, the tap and sink, the fridge, the kettles or any other equipment (apart from First Aid or such equipment as may be required to address a medical emergency)
- All common surfaces, utensils are to be wiped down after use (including but not limited to keys, door handles, light switches and locks)
- A distance of at least 2m to be maintained between members
- Members are encouraged to avoid public transport when travelling to and from the boathouse. Note the gate to the Emanuel School car park is closed and there are marked parking restrictions.

3. Access to boats

- You should not need to go into the boathouse to get access to the boats, as the boatshop key will be in the key safe.
- At the time of writing only private and club single sculls and ‘household’ double sculls are allowed out on the water for exercise.
- To ensure members can access the singles whilst still keeping the required 2m social distance, the Boathouse Executive will arrange for the boatshop aisles to be cleared.
- To replace the signing out board, the CSBE has set up a Google Spreadsheet which members **MUST USE** to record day, time, sign out for an outing, and sign back in.
- The CSBE recommends scullers arrange outings via a private scullers WhatsApp group to ensure outings are spread out.

4. Equipment use

Consider wiping down club equipment you’ll be using **BEFORE** you go on your outing, to ensure it’s clean.

All equipment you’ve touched must be wiped down after use with gel or soapy water. This includes but is not limited to:

- Boat internals and externals, where practicable
- Blade handles and shafts
- Keys and padlocks
- Shutter chains
- Buckets
- Trestles
- Launch trolley handles

5. Sculling

Members may only scull under the following conditions:

- Club membership must be paid
- Private boat users must have paid their rack fees
- Scullers must be approved steers to the level/standard prescribed by your club.
- All scullers are advised to carry a mobile phone in a waterproof case (there won’t be any coaching launches around to assist so if the RNLI is required they will need to be contacted by phone – dial 999 and ask for the Coastguard)
- A distance of 2m between scullers to be maintained at all times on both the hard and on the water

Please ensure you follow any additional guidelines provided by your Rowing Club.

6. Actions in the event that COVID-19 is contracted or suspected

If any club member contracts COVID-19 or the symptoms of COVID-19, having attended the Civil Service Boathouse in the previous 14 days they shall immediately inform the Boathouse Captain (Tom Broadhurst at 07947 620589 tombroadhurst@live.co.uk) , in addition to reporting to their own Captains and Club committee.

The member will explain:

- When they attended the Civil Service Boathouse
- Areas accessed
- Confirmation that they complied with the measures set out in this document
- Any contact with other people at the Civil Service Boathouse, from either Club.

The Civil Service Boathouse will be closed in the event of a confirmed/suspected case pending a review and deep clean.

7. Sanctions

Failure to comply with any of the measures outlined within this document is subject to sanctions the enforcement of which will be the responsibility of the Club s/he is a member of.

8. FAQs

1. May I use club equipment or is access to the river only for those with own boat and blades?

Yes, however you are only allowed to use club singles, as per your Club's guidance, subject to the requirements set out above

2. May I take a double, pair, quad, four or eight out on the river?

You should get permission from your Club Captain to go out in a "household" double; No other boats are allowed out.

3. Do I need to wipe down my blades and boat?

Yes, always.

4. Are there any restrictions on where I can scull?

Yes – you must remain between the Pink House and Barn Elms boathouse

5. May I fill up my water bottle in the kitchen?

No.

6. May I make a cup of tea in the kitchen?

No

7. May I access the Shed?

No

8. May I row with other people?

Yes – you are allowed to row with one other person not in your household, as long as you keep 2m apart in and around the clubhouse, on the hard, and on the water

9. May I socialise with other members in the common areas?

No, only outside on the lawn/hard – as long as you are with just one other person and you maintain a distance between you of at least 2m

10. May I use the changing room and shower facilities

No. Members are required to change and shower at home. We advise to use the changing rooms and shower facilities only in case of an emergency, or capsizing.

Civil Service Boathouse

COVID-19 Specific Risk Assessment

The assessment below outlines the COVID-19 specific hazards and mitigation measures as considered by the Civil Service Boathouse Executive, who are responsible for the facilities.

The Civil Service Boathouse is occupied by Barnes Bridge Ladies Rowing Club and Cygnet Rowing Club. Club users mentioned in the risk assessment refers to members of Barnes Bridge Ladies Rowing Club and of Cygnet Rowing Club.

Hazard	Who may be harmed	Mitigation Measures	Additional Actions	Action by Who?	Action by When?	Complete
Transmission of COVID-19 via interaction between club users	Club users Club users' households	Club users shall maintain 2m social distancing at all times. Access Schedule System to be provided by CSBH management to limit interaction. Arrival times shall be staggered to prevent casual interaction. Changing rooms will be used by 1 person at a time <i>in case of an emergency only (capsize)</i>	Implement and communicate Access Schedule system (on Google Spreadsheet) to control club access. Confirm all scullers in Scullers Whatsapp group to communicate planning	BBLRC and Cygnet Captains	Commencement of measures	HOLD
Transmission of COVID-19 via infected surfaces in the club	Club users Club users' households Cleaner Maintenance personnel (if any)	Club users to wash hands on arrival. Club users to disinfect common surfaces after use. Increased cleaning regime Club users to wash hands on departure Closure of club in the event of confirmed/suspected case. Deep clean of club if required following confirmed/suspected case.	Provide additional cleaning stations at common locations - Boathouse entrance - Boatshop entrance - Boatshop shutters	Boathouse Captain	Commencement of measures	HOLD
Transmission of COVID-19 via infected equipment in the club	Club users Club users' households	Club users to disinfect club equipment before and after use. Quarantine of equipment following confirmed/suspected case.	Provide cleaning station for club equipment following use.	Boathouse Captain	Commencement of measures	HOLD
General boating activities	Club users	Covered under Clubs' Risk Assessment.	-	-	-	-

