Club Name

Covid-19 Return to Training Plan

**Covid-19 Officer**

*Appoint a named COVID-19 officer. Name this person below and add their contact details. On BDA membership platform add this to their profile in the Club Role section for that individual.*

Click here to enter text.

## Communication of this Plan

*Communicate this plan to all participants. State how this plan will be communicated to your members. This might be via email or as a verbal briefing before sessions. You should particularly consider the method of communication to juniors or vulnerable adults and ensure that they understand the plan.*

Click to enter text.

## Opt-in system

*Provide an opt-in system that ensures you have recorded acknowledgement of all participants to the Covid-19 Plan and Risk Assessment. Describe below how you will manage the opt-in system.*

Click here to enter text.

## Facilities

*Ensure your facilities, whether shared or not, have a Covid-19 plan in place that allows you to return to training. Availability of toilet and changing facilities should follow Government guidance. Identify who is responsible for the Covid-19 plan for your premises, where it is held and how this has been communicated to your members.*

Click here to enter text.

## Club Affiliation

*Affiliate your club to the BDA to ensure insurance cover is in place and you receive updated guidance information. Please contact us if your club is not affiliated.*

[ ]  I confirm my club is affiliated to the BDA for 2020

## Booking System

*Put in place a booking system for training to ensure that only people with a place in the boat for the session arrive at the club. Describe how you are managing your booking, eg by using an App such as TeamStuff or Teamer or WhatsApp.*

Click or tap here to enter text.

## Track and Trace

*Put in place a system to ensure track and trace of all participants for 21 days after a training session including recording the position of paddlers in the boat. This might be by ensuring that every paddlers’ contact details are on the BDA membership platform and that you take and keep a photo showing where people are sitting in the boat for each session.*

Click or tap here to enter text.

## Communication

*Ensure you have a method of communicating with participants should someone develop symptoms. Identify the person the paddlers should contact if they develop symptoms and who will be responsible for communicating with participants of the session.*

Click or tap here to enter text.

## Register all club members

*Register all your club members on the BDA membership platform. Your club members do not need to join the BDA to register on the membership platform.*

[ ]  I confirm that nobody will attend training sessions who is not registered on the BDA membership platform.