

DARC Covid-19 Guideline Document  
December 2020

This is a working document as Government and BR guidelines keep changing daily, as a working document they are subject to change.

We ask that members give feedback to this document and the timetable so we can adjust to work together to accommodate everyone.

These guidelines have been put in place to help prevent the spread of Covid-19, they are in place to protect both you and other members of the club. If they are not followed we will have no alternative other than to close the club again.

This in no way means that members have to return to crew boats and indoor training or single sculling, it is entirely your decision based on your own circumstances.

Any club member who has been rowing within the past 2 weeks and subsequently comes down with Covid-19 or any symptoms must report this immediately to Club Captain and Club General Manager. (Beth and Mark).

[mark.bell@durham-arc.org.uk](mailto:mark.bell@durham-arc.org.uk)

[captain@durham-arc.org.uk](mailto:captain@durham-arc.org.uk) 07583078103

If you have any questions or issues regarding these guidelines and club instructions, please email the club captain, vice captains and junior coordinator.

[junior-coordinator@durham-arc.org.uk](mailto:junior-coordinator@durham-arc.org.uk)

[mens-vc@durham-arc.org.uk](mailto:mens-vc@durham-arc.org.uk)

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Club instructions

- Club timetable and risk assessment must be followed at all times.
- **Maximum of 12 rowers allowed on the landing stage at one time.**
- **Rule of six applies on land for all rowers/coaches/members.**
- **Club boats must be booked through the booking portal** to prevent people turning up at a time they are not allocated. All members (club and private singles boating from DARC) must also sign up for their allocated session via google sheets. This will act as a sign in and out book so we are traceable.
- R&C request that members prioritise their training session each week and book this in advance. E.g. senior women. Additional sessions are permitted if there is availability but should not be booked more than 24 hours in advance. Please be respectful to other members and allow them the opportunity to row also. You should only have your name on google sheets for two sessions more than 24 hours in advance to give other

members a chance to put their name down. Members who do not follow this rule will have an email sent to them from one of the R&C members.

- R&C have created a document on google sheets where club members can see in advance all bookings for the week along with reporting boat damage, club guidelines and other relevant documents, a link to this information will be forwarded on to all members.
- In the entrance to boat bay 2 - a table will be located to one side with anti bac spray, blue roll, wipes, bin with double lined bin bag, spare bin bags. Members should bring their own hand sanitizer down and where possible use disposable gloves.
- **Members must wash down where they touched the key safe for the boathouse key fob, key fob and button to close the door to bay 2, using the hygiene equipment provided on the table. This is the same for all other boathouse shutters.**
- Disabled toilet in the main corridor is available for all club members. Members should not use any other toilets in the main building. Cleaning instructions are in place along with wipes provided to wipe down surfaces touched. The changing rooms are not in use, the entrance will be taped off.
- Anyone wanting to row **MUST** bring their own bucket (name clearly labelled), sponge, fairy liquid, cloth and towel (to dry boat) etc and use this to clean down their equipment and any surfaces they have touched. Trestles, blades, the whole boat- riggers, footplate, stretcher and bolts, hatch covers, saxboards . See poster attached.
- **Boat and blades must be washed before and after an outing. We should not be finding river dirt on boats. This shows members are not cleaning boats correctly.**
- **Boats must be dried inside and out before going back on the rack.**
- **Boat damage or equipment issues MUST be reported straight away either on the google sheet boat damage tab or email the club captain.**
- **Cleaning is now part of your training.**
- Members should thoroughly clean the holding areas of the boat once they have returned the boat to the rack or trestles in the boat house, using the antibacterial spray and blue roll provided on the hygiene table.
- **Members can help other members to carry a single from the club down to the river and place the boat on the water. If rowers need their boat stabilised to help them get in, the rower and helper or coach should all wear a face mask while doing this. The helper or coach should do their best to keep their distance and hold the blade to help balance the boat while the rower gets in. This is to help rowers using singles during the winter when the river tends to be at a higher level to the landing stage.**
- Members are asked to use the wooden blocks provided to chock up singles above the boat they are taking out. This will prevent damage to boats from riggers etc. Wipe down the wooden blocks after you have finished. **Please remember to remove the block after you have put your single back on the rack.**
- Members are reminded to put their boat and equipment away quickly and must social distance at all times.
- Members are reminded that they must stick to the time allocated and not go over the two hour slot. E.g leave the club at 10am no later.

### Social Distancing instructions

- There will be a 30 minute gap between each session to prevent an overlap of people around the boathouse and on the landing stage.
- Sessions will be shortened to enable correct washing of equipment etc.
- Each rower **MUST** have their own bucket, cloth, sponge, washing up soap to wash equipment and boat (inside and out). Clearly label your name on the bucket and bring with you to each session. Those cycling down can leave their buckets at the back of Bay 2.
- Shared surfaces must be wiped down- door handles, light switches and trestles! Use anti bac spray and blue roll and dispose into the double bagged bin.
- Members must come prepared for their session. Members should leave kit bags etc in their cars. Juniors to use the back of boat bay 1 and 2 for kit bags. Social Distancing rules still apply.
- Members must keep their distance while in the boat house at all times.
- Boats boating from DARC club boathouse must go to the right of the landing stage steps. Boats returning to DARC club boathouse must land to the left of the landing stage steps. This is the same one way system we use for Durham regatta.
- Club members boating from Jamie's boathouse must use the landing stage to Jamie's boathouse and must not go beyond the taped markings. Similarly club members boating from DARC club boathouse should not go beyond the tape in the other direction.

### Crew boats

All of this information has been taken from British Rowing Guidelines on crew boats, page 32 <https://www.britishrowing.org/wp-content/uploads/2020/11/201120-Managing-COVID-19-v8-1.pdf>

- Whilst it might be possible for multiple boats to be on the water at one time, boating times should be staggered so that no groups larger than 12 individuals are using the landing stages (or equivalent) at any given time.
- Crews should be conscious of the Government's new restrictions on group sizes when not taking part in rowing activity - e.g. a crew of eight should not socialise as a single group after the outing.
- Crew boats- **when people are carrying crew boats and getting in and out of crew boats, face masks must be worn at all times unless from the same household.** No face masks will be worn when rowing.
- **Doubles/pairs, coxless quads/fours and coxed quads/fours and eights/octopoles will be allowed on the water**
- **Only a maximum of 12 individuals to be on the landing stage at a time.**
- Clubs should keep the same crew rowing together wherever possible to minimise the number of different close interactions rowers will have with each other.

- Records of all crews should be kept by the club for at least 21 days to assist with NHS Test and Trace if required. Club google sheets acts as our record of who is rowing with who. E.g. Beth 4x- or Beth 2x
- All club boats must be booked through the clubs boat booking portal with the names of crew entered in the description box. E.g. Beth,Laura,Louise,Hayley 4x-
- Crews should aim to maintain the maximum distance between rowers at all times including:
  - Rowing full crew at all times to avoid someone rowing towards another rower sat at backstops.
  - Take a slow approach back into crew rowing, easing people back up to pace to avoid a rower falling out of sync with the rest of the crew.
- Rowers should avoid shouting to reduce the risk of droplet transmission.
- Whilst the use of face-covering during the outing itself is a personal choice, we would advise rowers to consider the risk of a mask getting wet through breath, sweat or splashes, restricting breathing and equally becoming less effective as protection against viral transmission when wet.
- Once back on the land, rowers should maintain social distancing. Rule of six applies.
- **Rowers should clean down their own area of the boat and own blades,using their own cleaning bucket and equipment, before returning it to the boat house. E.g. stroke cleans their own section, footwell, seat, gates, riggers etc.**
- Rowers should wash their hands.

### Coxing

For more guidance on coxing, please read British Rowings document page 33:

<https://www.britishrowing.org/wp-content/uploads/2020/11/201120-Managing-COVID-19-v8-1.pdf>

- Coxes must wear appropriate personal protective equipment (PPE):
- Coxes must wear a face-covering during the launching process.
- In a stern loader - coxes should wear both a face covering and eye protection - this eye protection could be goggles, sunglasses or a face visor (a visor protects both eyes and additionally keeps the face covering dry).
- In a bow loader - coxes should wear a face covering.
- Coxing equipment (e.g. cox boxes) should be used to avoid the need for shouting but equipment (including lifejackets) should not be shared between different coxes wherever possible. Where it is unavoidable to share equipment, the cox boxes should be cleaned between uses and a record of what equipment has been shared between who should be kept. Google sheets will be used to allocate and track and trace who is using what cox boxes when these are needed.
- Coxes must sanitise their hands before touching cox boxes, life jackets or boats and again when these are put away.
- The microphone of the cox box headset must be worn outside of the cox's mask.

- If gloves are worn, a clean pair must be worn for each outing.
- Cox seat, steering wires, cox box, lifejacket and headset must be wiped with a sanitising wipe before and after each outing. It is the coxes responsibility that this is done every session.
- Before the first session, coaches are required to discuss safety plans with each cox and stroke pairing and emphasis that these guidelines are put in place to help them keep each other safe. They need to agree that if the cox or the stroke feel it is unsafe at any point, they will be supported by the coach and any necessary changes made as quickly as possible.
- Coaches/squads should keep the same crew rowing together wherever possible to minimise the number of different close interactions rowers will have with each other, therefore coxes should, wherever possible, only cox the same crew.

### Coaching

- Coaches are advised to not help rowers into their boats. If a rower needs some help, the coach and the rower must wear a face mask and hold onto the blade or a part of the boat to help stabilise the boat, preferable not the rigger.
- Coaches should give briefings virtually where possible.
- Coaches are reminded that the rule of six applies when rowers are back on land.
- Coaches must ensure social distancing is followed at all times and that club guidelines are followed when it comes to cleaning of equipment and touched/shared surfaces.
- Coaches must ensure any capsizes/near misses are reported through British Rowing.
- Club bikes can be used by club coaches only but must be thoroughly cleaned after use and put away correctly.
- Coaches running sessions in the gym and hall must wear a face mask at all times.

### Junior rowing

- Juniors are only allowed on the water if a Level 2 DBS club junior coach is present.
- Juniors must have a parent or guardian who is 18 or above, present with them if they are unable to boat independently into their single.
- All juniors rowing in crew boats must wear a face mask when getting in and out of a crew boat and when entering the club building. Face masks are not to be worn when rowing.
- Any junior coxing must wear a face mask.
- Juniors must remember to keep 2 meters apart from others when around the club at all times. Rule of six applies when Juniors come off the water and are around the club.

### Jamie's Boathouse

Private singles housed here are allowed to row at any time as they are not accessing any DARC club facilities. The club does not own this land or building and therefore can not assume any liability or responsibility at this property. We do request that you socially distance and stick to using the landing stage area by the slipway to Jamie's boathouse. There is no need for anyone boating from Jamie's to notify us via google docs, email or any other method. If you wish to bring your boat back to DARC, please notify the club captain.

### Security at the club

- Members are asked to be vigilant around the club and ensure valuables are not left in view.
- **Members are asked to close and lock the boathouse shutters when they go out on the water and when they leave the club at the end of their time slot.**

### Water safety

- Members are advised to check the weather forecast before leaving home (especially wind).
- On arrival undertake a personal risk assessment in your head and consider the water conditions, your fitness and your own experience in a single and come to a clear conclusion on whether it is safe for you to go out without any safety cover. If in doubt, don't go out.
- Go out at the same time as the other rowers in the same time slot, so you can keep an eye on each other and assist if there is an incident such as a capsized, subject to social distancing guidelines as far as possible.
- If possible, take a mobile phone with you in a waterproof pouch in case of an emergency.

Remember, your body's fitness will have changed since lockdown, so take it slow and steady.

**MAKE SURE YOU WASH YOUR BOAT AND BLADES THOROUGHLY**

**PAY SPECIAL ATTENTION TO TOUCH POINTS :**



**BLADE HANDLES**



**SEAT & HATCH COVER**



**FOOTPLATE & BOLTS**



**SAXBOARDS**



**TRESTLES**



**GATES**

**CLEAN WHAT YOU TOUCH :**



**TOOLS**



**KEYS**



**PADLOCKS**



**DOOR HANDLES**



**TAPS & HOSEPIPE**



**LIGHTSWITCHES**

**NOW WASH YOUR HANDS**