

Clwyd Mountaineering Club COVID Procedures

COVID Officer

Responsibilities: The COVID Officer will be the key implementer and central point of contact for all matters relating to COVID-19 and club meets, and will oversee the implementation of the COVID Procedures. They will create risk assessments, ensure the required information appears on the Forum threads and will be present at most walking events to ensure the self-declaration is displayed. Where the officer cannot be personally present they will liaise with the event organiser to ensure that procedures are followed. The COVID Officer is responsible for putting procedures in place but is not responsible for club members choosing not to follow procedures or for catching COVID after attending events despite the procedures being in place.

For events that are not walks the event organiser will have to work with the COVID Officer to devise the risk assessment and will have to take responsibility themselves for ensuring that procedures are carried out. For walking events it is intended that the COVID Officer takes most of the responsibility.

The COVID Officer will contact participants asking them to self-isolate if a participant to an event subsequently has symptoms of COVID, and will assist authorities in *Track, Trace, Protect* procedures if requested.

The COVID Officer is:-

Jane Kenney, contact: email janekenney1@gmail.com, phone: 07578 168605

Guidance used to create these procedures

COVID-19 guidelines for groups of outdoor climbers & hill walkers (downloaded from <https://thebmc.co.uk/covid19-restarting-club-meets>)

Welsh Government Guidance (<https://gov.wales/taking-all-reasonable-measures-minimise-risk-exposure-coronavirus-workplaces-and-premises-open>)

<https://gov.wales/guidance-leaving-your-home-and-seeing-other-people-coronavirus>

Organised Events

Currently the Welsh Government regulations allow 4 people from different households to meet outdoors unless they are part of an organised event, in which case up to 30 people can meet outdoors. The procedures below define how Clwyd Mountaineering Club will run organised events. Club members will still be able to post walks and other meets for a maximum of 4 people, which do not have to follow these procedures.

Organised events will be added to the Events Page of the website where a risk assessment can be uploaded. The Meetings and Outings Forum thread will instruct potential participants to look at the Events Page.

Risk Assessments

A risk assessment will be completed for each event. The COVID Officer will complete the risk assessment on consultation with the event organiser. The risk assessment will be attached to the Events post for all participants to read. A copy of each risk assessment will be retained for 3 years.

Group Size

Up to 30 people are allowed to meet outdoors for an organised activity but this is a maximum and it is strongly recommended that group sizes are kept small. The group size for a CMC event will therefore normally be 8 people, but the walk organiser can specify a smaller number if they want. The small group size is largely to limit car numbers, but the number of people rather than the number of cars will count to prevent an escalation of numbers if extended households are allowed and many people could potentially come in one car.

Communication Measures

A Forum post for an organised event will include the following information:-

Everyone must read and be able to agree with the COVID self-declaration.

Maximum number of people to attend event.

Requirement to book on event by posting on the Forum thread and send name and phone number to COVID officer.

All people booking for an event must follow the measures specified in the risk assessment; booking on the event is taken as their agreement to do so.

The event organiser's contact details or the COVID Officer's contact details if the event organiser does not want to be contacted directly.

Information about social distancing and hygiene measures, including that sharing food is not permitted.

Information on the personal equipment that participants should provide (i.e. face covering and hand sanitizer).

Symptom Check

The COVID self-declaration will be included on the Forum thread and anyone booking on the event will be deemed to have made the self-declaration. The self-declaration will be displayed at the start of an event, e.g. in the window of the event organiser's car and all participants will be asked to read it and agreed that it is still valid.

Venue Selection

Venues for events will be selected to avoid crowding and reduce risks that might result in a call out by the emergency services. Events are to be well within the participants and organisers abilities. Routes and locations that are suspected to be busy will be avoided and carparks that might be busy will also be avoided where possible.

Training

The COVID Officer will take the Welsh Sports Association online COVID awareness course, though this is not essential for organised events to go ahead.

<https://wsa.wales/covid-19-awareness-training-for-the-sports-and-recreation-sector/>

Travel

No car sharing except by people from a single household.

Welcome briefing

A short briefing will be carried out at the start of each event. This will remind participants about:-

Social distancing

Hygiene measures – use of hand sanitizer; catch it, bin it, kill it; avoiding sharing equipment or food and drink.

Participants contacting NHS Wales Test, Trace, Protect should they become symptomatic after the activity, and also informing the COVID Officer.

Participants speaking with the organiser/COVID Officer if they feel uncomfortable with the procedures during the event.

A record of their contact details being kept for contact tracing purposes.

At the end of the walk participants will be reminded to contact the COVID Officer if they develop symptoms of COVID-19.

Record of Participants

Not everyone has their phone number of their member profile. All participants in an event, including the organiser will have to email their name and phone number to the COVID Officer prior to the event. The COVID Officer will make a list of participants and will hold this for 21 days and then

destroy it. The list will be made on paper, will not be held digitally and will not be taken out of the COVID Officer's house, where it will be held securely.

Social distancing

All participants are to stay 2m apart from people outside of their household, wherever possible. If this is not possible, distances of less than 2m should only be used for a brief time, such as passing people on a narrow path with no room to stand aside. At any time that participants are less than 2m from another person they should turn their faces away from each other, if safe to do so. Breaks will be taken in places that allow plenty of space to accommodate social distancing.

Hygiene measures

Participants required to bring hand sanitizer and face coverings.

Avoid touching gates and path furniture with hands where possible. Consider sanitising gates, stiles and hands before and after use. Do not share food or drink or equipment with anyone from another household, including sweets.

Equipment

Equipment is not to be shared, except by people in the same household. If organised climbing events are to take place the risk assessment should look carefully at equipment use and how to mitigate infection spread through equipment.

Preparation for Incidents

The BMC recommend that there is a designated first aider in a group who is up-to-date with current guidance about administering first aid under COVID. Where possible the COVID officer will be present to take the lead in any first aid required. She will carry disposable gloves and goggles as well as a face mask and hand sanitizer. However, the principle of CMC is that all participants are responsible for looking after each other, and the COVID officer will not take sole responsibility for first aid. All participants should carry a face covering and hand sanitizer, and are encouraged to carry disposable gloves as well.