



# British Aikido Board

## Appendix 5

### COVID-19 – Club Officer

Check the BAB website for the current [Return to the Dojo Status](#) and the [Return to the Dojo Documentation](#) to ensure you are following the correct phase for your local area, remember that the Government Guidance may vary between the 4 Nations.

To ensure that our return to aikido is as safe as possible, it will be a requirement for all clubs and associations to nominate a COVID-19 Officer.

#### For clubs, the COVID-19 Officer must:

- Be a member of the BAB
- Be clearly named on any club website and communicated to all participants.

It is expected that most club committees will appoint an existing committee member or coach to act in this role. If the COVID-19 officer is not present during a club session it is expected that another club official will be appointed to fulfil these responsibilities for the duration of the club session. For example, this can be the coach or the welfare officer.

#### Key Responsibilities of the COVID-19 Officer should include:

##### Guidelines

- Keeping up to date with changes in local government guidance and BAB / Home Nation guidelines.
- Ensuring that the measures within the published guidelines and any subsequent updates are implemented and communicated to all participants as appropriate.
- Working with facility/venue operators to support the implementation of any additional guidelines specific to the facility/venue.

##### Risk Assessments

- Working with the coaches, welfare officer and club committee members to create the "COVID-19 Risk Assessment" Appendix 4
- Signing off the elements of the "COVID-19 Risk Assessment" which relate to COVID-19 measures.
- Regularly reviewing the COVID-19 Risk Assessment – minimum on a monthly basis and in response to any change in guidelines issued by Home Nation Government/BAB.
- Ensuring that there are protocols for signing-off individual session risk assessments and that these are retained for insurance purposes.





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### Communications

Be the first point of communication with BAB/Home Nations, facility operators and club members in relation to COVID-19 issues and risks.

#### Club Protocols: establishing, communicating and executing club/session-specific protocols for:

- hygiene
- the use/management of equipment
- the monitoring of social distancing practices in the club – including movement/flow of people and use of changing and toilet facilities
- Maintaining current contact details of those attending each training session ( current mobile number)
- Ensure all members complete the Opt-In form, recognising the element of risk (Appendix 9).
- Check that no one trains who is showing symptoms of coronavirus or has been in contact with someone suffering from the illness, Clubs should purchase an infra-red thermometer and record the temperature on Club COVI-19 Trace Form Appendix 6.

Ensure maintenance of current safe distancing requirements. Check the BAB website for the current [Return to the Dojo Status](#) and the [Return to the Dojo Documentation](#) to ensure you are following the correct phase for your area / tier. At the present time this will require as minimum -

- The allocation of 2 metres squared per person
- A separate location being identified for the Instructor to teach from a static position.
- Ensure individuals are training in a suitable sized class of 15 or less split in pods of 6 or less.
- Ensure no sharing of weapons
- Members to wash hands or use hand sanitiser before and after training
- Ensure mats are cleaned, after training using a suitable agent, ( mats should also be cleaned prior to training for those sharing mats with other groups)
- Spectators/Parents access only to be permitted when safe distancing from the mat can be maintained and masks are worn and number are considered at part of the pod.

