



COVID – 19 EVENT MEASURES AND RISK ASSESSMENT

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IN THIS DOCUMENT YOU WILL FIND EVERY MEASURE WE WILL IMPLEMENT WITH ALL EVENTS GOING FORWARD. WE WILL CHANGE MEASURES ONLY DEPENDENT ON WHAT WE ARE ALLOWED TO DO AND THE RESTRICTIONS IMPOSED AT THE TIME OF EACH EVENT, IF ANY.

THESE MEASURES ARE IN PLACE TO PROTECT **THE PUBLIC, THE PARTICIPANTS OF THE EVENT AND **ALL STAFF/VOLUNTEERS** WORKING AT THE EVENT. THESE THREE CATEGORIES OF PEOPLE ARE AT RISK FROM THE START TO THE FINISH OF THE EVENT. DUE TO THE OPEN NATURE OF THE SPORT, IT IS DIFFICULT TO HAVE A CLOSED EVENT WHERE ONLY PARTICIPANTS AND STAFF ARE SAFE.**

PLEASE NOTE THAT WE ARE NOT AFFILIATED TO ENGLAND ATHLETICS AND OUR PERMITS ARE ISSUED BY THE 'ASSOCIATION OF RUNNING CLUBS' (ARC). THE GUIDELINES/MEASURES/ADVICE IN OUR ASSESSMENT BELOW ISN'T THE GUIDELINES/MEASURES/ADVICE/VIEW OF ANY GOVERNING BODY IN THE WAY IN WHICH WE HAVE SAID AND STATED HERE.

AS OF 25/03/2022 (AT THE TIME OF UDATING THIS ASSESSMENT), THERE ARE CURRENTLY NO RESTRICTIONS IN PLACE IN ENGLAND (WHERE ALL OF OUR EVENTS ARE HELD). THIS MEANS AT THIS MOMENT IN TIME, THERE ARE NO PLANS TO CONTINUE ASKING FOR NEGATIVE LATERAL FLOW TESTS (LFT's). THIS IS DUE TO IT NO LONGER BEING MANDATORY AND LFT's ARE NOW NO LONGER FREE SO I WON'T BE EXPECTING RUNNERS TO HAVE TO SPEND MONEY. RUNNERS WILL STILL HAVE TO WEAR FACE COVERINGS WHERE PROMPTED IN THEIR EVENT GUIDES (INFORMATION BESPOKE TO THE INDIVIDUAL EVENT). RUNNERS WILL STILL HAVE TO OBEY THE GUIDELINES AND RULES SET OUT IN EACH INDIVIDUAL EVENT GUIDE FOR EACH INDIVIDUAL EVENT. RUNNERS WILL STILL HAVE TO USE HAND GEL AS AND WHEN NEEDED AND WILL RECEIVE A HAND GEL AT REGISTRATION. OTHER THAN ADVISING ON THE MEASURES THAT WILL KEEP PEOPLE SAFE (AS MENTIONED IN THIS TEXT) AND ADVISING STILL MAKING IT GOOD PRACTICE TO TAKE A LATERAL FLOW TEST BEFORE AN EVENT, THERE'S NOTHING WE CAN NOW DO OTHER THAN TO LETTHE RUNNERS TAKE RESPONSIBILITY. IT IS ALSO ADVISED THAT RUNNERS OR EVENT CREW NOT TURN UP THEY HAVE COVID, COVID-LIKE SYMPTOMS OR BEEN NEAR PEOPLE WHO HAVE HAD COVID-19.

BELOW ARE ALL THE MEASURES LAID OUT SINCE MARCH 2020 THAT WE HAVE IMPLEMENTED AT EVERY EVENT PRIOR TO 25/03/22. WE HAVE WELL DOCUMENTED EVIDENCE THAT WE DID NO LESS THAN WHAT YOU ARE ABOUT TO READ GOING FORWARD IN THIS ASSESSMENT.

THE NHS 'TEST & TRACE' SYSTEM IS NO LONGER NEEDED AS PER THE GOVERNMENT EMAIL RECEIVED TO TELL ME I NO LONGER NEEDED TO COLLECT INFORMATION THROUGH THE QUICK RESPONSE CODES AT MY EVENTS.

SOME OF THE MEASURES BELOW ARE STILL IN PLACE BUT ARE NOT MANDATORY TO BE IN PLACE. IDENTIFICATION CHECKS, FACE COVERINGS AS AND WHERE NEEDED AND THE USE OF HAND GELS WILL BE THE ONLY THINGS THAT WE WILL PERSONALLY MAKE MANDATORY AT ALL OF OUR EVENTS GOING FORWARD.

PRE EVENT AND THE EVENT START

- COVID – 19 meetings online through Zoom, Microsoft Teams, Facebook /private social media crew group etc. Communication through phone video chat as a basic to minimise contact unless absolutely necessary.
- One in/one out at 'Health Screening'/ID check areas at registration/Event HQ if COVID-Passes are called for at the time of the event. (Runners will need to provide photo ID which is a permanent rule). The 'Health Screening' will be a distanced queue of a small group of runners. They will have their temperature taken, be ID checked, and then they will have to provide proof of a negative lateral or PCR test, or evidence of being double vaccinated with their COVID-PASS on their NHS app on their phones. We will be providing a limited amount of lateral flow tests on the day (unless pre event literature explains that there won't be meaning it's up to the individual to be responsible) for those who have no proof when they arrive. Whether they do one or not is up to them but they won't be running as part of our event if they don't. Please note that COVID passports are only mandatory at our events unless the Government suggest that it isn't. Our measures will be increased or relaxed, to fall into accordance with the guidelines of the day.
- Temperature checks for each participant and crew member. Those greater than 38 degrees Celsius won't be running.
- We'll aim to ask our waste collectors if there is anything else we need to do as we don't have a contract as this business never usually needs one. We're not a medical based business.
- If our staff are using PPE at our events to protect against risks other than coronavirus, they can throw it away in the usual way as we have no access to medical waste bins, therefore it will need to be treated like average waste.
- Extra portable toilets if needed and agreed upon by relevant authorities. Runners will be responsible for wearing their face coverings inside said toilets, although it will be strongly advised no matter the guidelines of the day.
- PPE (Full kit – mask/visor, gloves, apron, hand gel, anti-bacterial sprays, blue roll cloth/tissue/disposable wipes) will be offered to all crew. All kit must be placed into a yellow bag to separate from regular waste and therefore have no accidental contact with used PPE at the lowest chance it could be at.
- Masks/face coverings to be worn by all those being 'Health Screened' at the time of their health screening (COVID checks).
- Mass start for only those who have proved they have tested negative or had their vaccinations at registration/check-in. Runners must wear their face covering until the very start of the race.
- Hand sanitisation stations to be on tables so making sure an adequate amount of tables are purchased before the event for the aid stations on the course/route.
- Checking and maintaining communication with insurers over whether insurance covers everything before sending copies to all authorities and venues. (AVAILABLE TO SEE ON REQUEST THROUGH THE DURATION OF THE EVENT).
- All hydration containers to be sterilised pre event and left for 72 hours prior to the event before filling. Event Directors that fill containers will need to be in full PPE whilst doing so.
- Communicate with the timing solution company at the finish on the phone at each starting phase (only if we have to orchestrate waved starts again). Chip timing working from a generator and a van rather than inside a venue if there's no conceivable way to use an indoor venue due to COVID – 19.

- Hand gel to ALL runners after passing the 'Health Screening/ID check. It's the runner's responsibility to look after their hand gel. They MUST take one from us even if they have their own. Disqualification will ensue if they fail to take one of ours.
- Those with a fever greater than 38 degrees Celsius should NOT attend. We are aware that during and after physical exertion such as running this event, it will mean that another screening could bring up a reading greater than 38 degrees Celsius. Whilst it wouldn't necessarily be a suspected case of COVID 19, it should be analysed with the participant's presentation/current state/persisting symptoms. Runners who present symptoms will be made to leave the event with a member of their household if available after they have been called by phone. The event will be closed down if a runner is suspected of having symptoms with no refunds given and a reschedule of the event. All runners would be recommended to isolate if current guidelines of the day suggest so. It is the runner's responsibility to take this advice and use it. Ultimately runners and crew are responsible for themselves where COVID – 19 advice and guidelines of the day are concerned. No event will take place under the circumstances of symptoms being present.
- Make sure the start and finish areas are wide enough to cope with the necessary distancing to enable people enough freedom to not physically touch each other, thus creating a safe environment where there isn't an issue with the transmission of germs, or it's limited the most that it can possibly be.
- Make sure the faster runners are placed accordingly by asking them to go to the front and the slower runners at the back. As much discussion and information through emails and social media as possible so everything doesn't need to be discussed on race day into any greater length than it has in the pre-event literature and social media posting.. The less hanging around before the start, the better. This will promote less congregational time, not that there should be any congregating at all.
- Emergency services informed prior to the event through our local authorities' event notifications, as per every event prior to the COVID - 19 pandemic of 2020.
- Kit check remains important and must be done on the day along with tracker fittings (if necessary). Runners expected to lay all items out themselves on a table ready for inspection and put them away again themselves. Kit check tables will be disinfected between each check. Failure to comply will result in disqualification. No crew will touch your gear and will NOT be instructed to. You must follow everything they ask of you.
- Car sharing advised against, unless runners are all in the same bubble/family group.

DURING THE EVENT

- No dogs on events going forward as they could pull you into others who are trying to distance from you. Dogs could also be involved in incidents with other dog walkers/runners on the same route but uninvolved/not associated with the event. (If it gets to the point where we feel that dogs can return to our events then we will reinstate the rule).
- No pacers. This will prevent people crowding in groups as they run to get a time.
- Runners must maintain a safe distance before and post event. 6 or less in venues at any one time for food, drink and any other reason (If we can supply food). The distance apart must

corroborate with the Government guidelines of the day. Runners should be taking some responsibility for themselves in venues too.

- Arrows and signage will be in place throughout to remind runners to clean hands and follow the correct procedures laid out in our new rules for our events during the pandemic.
- Sanitisers will be available for use at every aid station and are mandatory to use.
- Food at aid stations will be packaged. Runners are responsible for opening the packages themselves and correctly disposing of the waste.
- No spectators on/in areas that are private grounds.
- No patting each other or high fiving allowed/advised.
- Nobody shares food/drink and each stick to their own. Being caught doing so may lead to disqualification.
- Runners will have to supply all of their own PPE except hand gel which will be provided by Bys Vyken Events. Some will be for sale from us (subject to availability).
- Masks/coverings, visors, gloves, aprons and hand gel will be supplied to all crew by us. It's advised but not mandatory to wear such things, unless the guidelines of the day suggests it is.
- Crew will have to make own food and drink if they wish to eat whilst marshalling but will need to clean hands after and follow basic food, hygiene and safety and ultimately some common sense.
- Crew should wear and use the PPE provided throughout the duration of their duties at events.
- Nobody can touch food or drinks at aid stations without using hand gel first.
- Hand sanitisers/sanitation stations will be available for use at registration on the way in and on the way out after registration. Crew will use anti-bacterial spray on surfaces between participants. They should know how to use such a spray and if not, the COSHH (Control of Substances Hazardous to Health) qualified Event Director will train/show crew how to.
- A COVID – 19 officer (first point of contact) will be appointed and it will be the Governing Event Director's responsibility to take on this role for each event going forward.
- Runners will have maps that will help keep them on the course so they hopefully won't need to ask another other route users directions. They will be encouraged to phone Race HQ/Governing Event Director if they are lost, pending a strong enough mobile phone reception from both parties.
- Runners will be told only to use wider spaces on the race/event routes to overtake and to not overtake on single, narrow tracks where they are at their closest to each other and most likely to touch. They will be encouraged to let people know that they are there.
- Runners will be encouraged to used sleeves to pull themselves over stiles and fences as to not expose bare hands to surfaces, so germs can be passed on to the next runner who does the same.
- Our medical team will be made aware (although it will obviously be their policy, but we can't speculate on this) to sterilise their vehicle in between picking up patients and transporting them. It will be made aware to them that the runners will also need to wear PPE, such as masks and gloves whilst in transit. (Again, something that we would have thought would have already been their policy).
- No showers at any event.
- No use of end venue unless runners abide by the guidelines and rules that the event venue operate under, and we have a venue that will allow us to use the premises, which will carry its own PLI (Public Liability Insurance) which is of adequacy.

- Food to remain packaged. (As mentioned above) Disappointing as we're a plastic free business but needs must through the pandemic. We will still attempt to eliminate as much single use waste as we can under the circumstances).
- No cups at races on the course. Runners are responsible for bringing their own hydration containers.
- We will have all next of kin numbers to use in compliance with GDPR regulations. These will only be used in an emergency.
- Revised cut off times if needs be.
- Runner etiquette on passing each other and no spitting, snotting, shouting close to each other etc.
- Provide signage that must be maintained throughout at all destinations on the route including the start and finish.
- Entrants to help themselves to their own water from water butts and butts cleaned and sanitised/sterilised after each mass surge by crew. Crew to be supplied with all cleaning chemicals and tools/equipment to make sure this is maintained throughout the event.
- Clean/disinfect toilets after each few visits (Every 20 minutes), as that level of toilet users can't be held up (If the toilets are private and not owned by a venue or local authority).
- Have runners to respect all the social distancing and COVID – 19 measures of every event venue.
- No changing facilities.
- Put used cloths and wipes in the 'black bag' waste bin. We do not need to put them in an extra bag or store them for a time before throwing them away.
- Runners are advised not to use shops or pubs on any route.
- 1 x support crew only from the runner's social circle. (DURATION OF EVENTS EXCEEDING 26.2 MILES ONLY)
- We will put used disposable face coverings and PPE in an 'offensive waste' collection (yellow bags with a black stripe or red biohazard bags, zip-tied closed if necessary).
- Any sharps should and will be collected in a sharps bin.
- If we're producing additional waste because of extra cleaning of work areas, premises and/or public places during the coronavirus, we will dispose of this waste as normal (as stated elsewhere in this document).
- An adequate number of bins and/or bin bags will be available at every major point during the event.
- We'll provide extra bins for our staff and customers to throw away their waste, face coverings and PPE used for social distancing, and any other additional waste, such as food packaging and disposable tableware.
- We'll make sure that staff and customers do not put face coverings and PPE in a recycling bin as they cannot be recycled through conventional recycling facilities.
- We'll make sure bins are emptied often so they do not overflow and create more litter problems.
- We do not need to collect PPE separately but we will and it's important that we must describe and code our waste correctly.
- Have participants and crew in masks/coverings whilst in any indoor and outdoor area.
- No product sampling from sponsors, ie shoes/clothes/nutrition etc at the event.
- Waste bags should/will be a different colour for the medical waste, which will only be placed inside yellow bins marked as biohazard waste. Double bag each bin if necessary.

POST EVENT/FINISH

- Runners encouraged to move through each station quickly and not lay down or stay stationary post finish unless they are being medically treated.
- No awards ceremony. Present awards as and when they finish. This will minimise participants hanging out at the end.
- No use of end venue unless they abide by the guidelines and rules that the event venue operate under.
- Make sure the start and finish areas are wide enough to cope with the necessary distancing to enable people enough freedom to not physically touch each other, thus creating an issue with transmission of germs.
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- If there is food at the end of an event, it will be from outside caterers who are qualified. Copies of insurances will be viewed and permission will be asked if we can display them on our information boards. Food will be served by a health and hygiene qualified member of our voluntary even crew/marshals/stewards.

RUNNERS SHOULD NOT ATTEND IF:

- They have a fever greater than 38 degrees Celsius. We are aware that during and after physical exertion such as running this event will mean that another screening could bring up a reading greater than 38 degrees. Whilst it wouldn't necessarily be a suspected case of COVID 19, it should be analysed with the participant's presentation/current state/persisting symptoms. Runners who present symptoms will be made to leave the event with a member of their household if available after they have been called. The event will be closed down if a runner is suspected of having symptoms. All runners would be recommended to isolate for 14 days and will be recommended to be tested. It's the participant's/crew member/staff/volunteer's responsibility to isolate. No event will take place under the circumstances of symptoms being present from the start.
- THE RUNNER OR STAFF MEMBER PRESENTS A CHANGE IN SMELL/TASTE OR HAVE A NEW COUGH/FEVER
- HAS BEEN TO A HIGHLY AFFECTED COUNTRY IN THE LAST 14 DAYS.
- HAS BEEN AROUND ANYONE WITH SAID SYMPTOMS.
- RUNNERS WILL HAVE THE OPTION TO USE THE NHS TEST AND TRACE CODE WHICH WILL BE MADE PUBLIC AND VISIBLE TO ALL.

- WE WILL HAVE DIGITAL THERMOMETERS TO DO THE TEMPERATURE CHECKS (GREATER THAN 38 DEGREES CELCIUS AS STATED ELSEWHERE IN THIS ASSEMSMENT) IF NEEDED, ALTHOUGH WE MAY NOT DO THIS AS THEY DON'T WORK ACCURATELY OUTDOORS, AND THE COVID CHECKS SHOULD BE SUFFICIENT ENOUGH TO PROVE THAT RUNNERS AND CREW ALIKE ARE NOT CONTAGIOUS.

THE GOVERNING EVENT DIRECTOR HAS UP TO DATE QUALIFICATIONS IN MANUAL HANDLING, SPORTS FIRST AID, FOOD & HYGEINE, FIRE AWARENESS AND COSHH AWARENESS