

INTRODUCTION

The guidance set out in this information sheet applies to Scotland only, and has been produced in line with [Scottish Government: Exercise & Activity Guidance](#) published on 18 June 2020.

We recommend that you keep up to date with Scottish Government's guidance on health, physical distancing, and hygiene. Facility operators, clubs and participants should be aware of and may need to adapt to any changes in guidance at short notice. Information on Scottish Government's approach to managing coronavirus(COVID-19) is available at [Scottish Government: Coronavirus in Scotland Guidance](#).

Who is this guidance intended for?

It is intended for facility owners and operators to help them plan and prepare for the re-opening of sports courts - defined as multi-use games and court size areas, training areas and larger pitch size areas – which are permitted to re-open from 29 June 2020. This information sheet should be read in conjunction with our [Getting your facilities fit for sport guidance](#) and any [sport specific guidance](#) published by the relevant Scottish Governing Body (SGB).

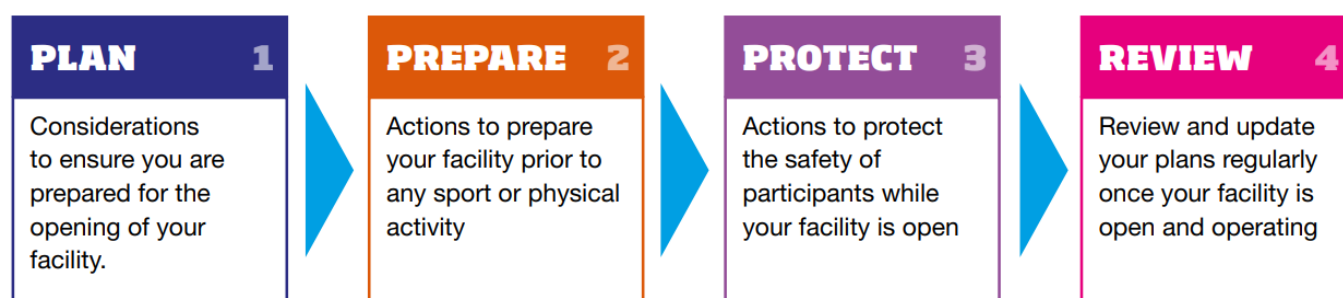
Additional considerations

SGBs, clubs and participants should be made aware that the easing of restrictions does not mean that all facilities will open immediately. Owners and operators will require time to consider all the implications of opening facilities, putting plans in place to re-engage staff and setting up operations that ensure the safety of participants, staff and volunteers. This is a difficult time for everyone so please emphasise the importance of patience.

It is the responsibility of owners and operators of facilities to undertake a documented risk assessment, based on their local circumstances, prior to any activity taking place at the facility. Consider safety first, particularly focusing on minimising the risk of infection/transmission. Appropriate measures must be put in place to ensure participants, staff and volunteers are always protected.

It is now more important than ever that owners and operators of facilities develop inclusive guidance for people who need support to be active.

Four-stage plan



We recommend that management teams take time to review all current operating policies and procedures and to begin to plan how you will manage, operate and programme activities.

RESPONSIBILITIES OF MANAGEMENT

Checklist of considerations

- Begin your sport court and pitch specific re-instatement plan.

- Consider identifying a coronavirus (COVID-19) coordinator or equivalent.

- Review and update existing operating policies and risk assessments.

- Consider hygiene, health & safety, physical distancing and future cleaning requirements.

- Consider the impact of restricted or prohibited access to facilities to maintain physical distancing and cleaning standards.

- Consider the impact of the above on sport participation- session programming, coaching practices, facility capacity etc.

- Consider how you will record participant attendance to support Test and Protect.

For more detail on each of these areas see [Getting your facilities fit for sport guidance](#).

The following list will guide you through the actions that will be required before you open your sports court or pitch area.

FACILITY ESSENTIALS

Checklist of actions

- An inspection should be carried out to establish if the court or pitch area has sustained any damage during the period of non-use.
- All equipment and furniture that cannot be cleaned must be removed.
- Dispose of any rubbish and debris.
- High traffic touch points must be identified.
- All services must be checked and tested by a qualified professional including floodlighting and CCTV.
- Pest control measures must be implemented, if required.
- Ensure that all user information is clearly displayed at entry and exits points, and any other key areas around the court or pitch area. If not possible, consider issuing members or visitors with information prior to their attendance at the court or pitch area.

The time required to reinstate any outdoor sport facilities to the necessary standard must be taken into consideration before any activity can resume. In addition to the considerations above the following list highlights the key actions required for natural grass surfaces.

NATURAL GRASS SURFACES

Checklist of actions

- If the pitch has not been maintained, the height of the grass should be reduced gradually to prevent damage to the turf. You must leave a few days between cuts.
- The surface could require decompaction to aerate the rootzone and improve surface drainage and promote growth.
- To prevent any additional delay, pest and weed control could wait until the next off-season.
- If a maintenance team or external contractor is responsible for multiple sites and pitches, be prepared for the process of re-instatement to take up to 6 weeks.
- Further information on the re-instatement of natural grass surfaces after a period of non-use is available at The Grounds Maintenance Association.

The use of synthetic sports surfaces is regulated by the health and safety and testing standards provided by the associated international and national governing body. Prior to use, an inspection must be carried out to assess if any remedial work is required.

SYNTHETIC PITCHES, COURTS & MUGAS

Checklist of actions

- Clear any debris, plants seedlings, animal faeces that may have gathered during the period of non-use.
- A safety check should be carried out to assess any damage or irregularities on the surfaces.
- Surfaces should be disinfected with appropriate product in line with the manufacturer's recommendations.
- Re-line the surface if required.
- Further operations and safety checks may be required depending on the surface and sport.
- SAPCA has provided guidance on minimum maintenance levels that may prevent significant deterioration of surfaces and protect warranties
- Cleaning schedules and procedures should be trialled.
- Regular cleaning checks must be carried out and recorded.

Ensuring participant safety when facilities are open and operating. The work carried out at the planning and preparation phases should now be put into action.

CLEANING

Checklist of actions

- All high traffic touch points must be included in cleaning schedule. This includes all access gates, perimeter barriers, goals or any other non-personal equipment.
- Enough time should be allowed between group sessions to carry out required cleaning.
- Dedicated cleaning teams could be considered between sessions to speed up changeover.
- Carry out and record regular cleaning checks.

HYGIENE, HEALTH & SAFETY

Checklist of actions

- Provide hand sanitising stations at the entrance and exit points and any other key areas.
- Fit for purpose hand washing facilities should be provided.
- All non-personal equipment must be cleaned, disinfected and fit for purpose.
- Hygiene measures must be in place and hygiene resources are cleaned and restocked regularly.

PHYSICAL DISTANCING

Checklist of actions

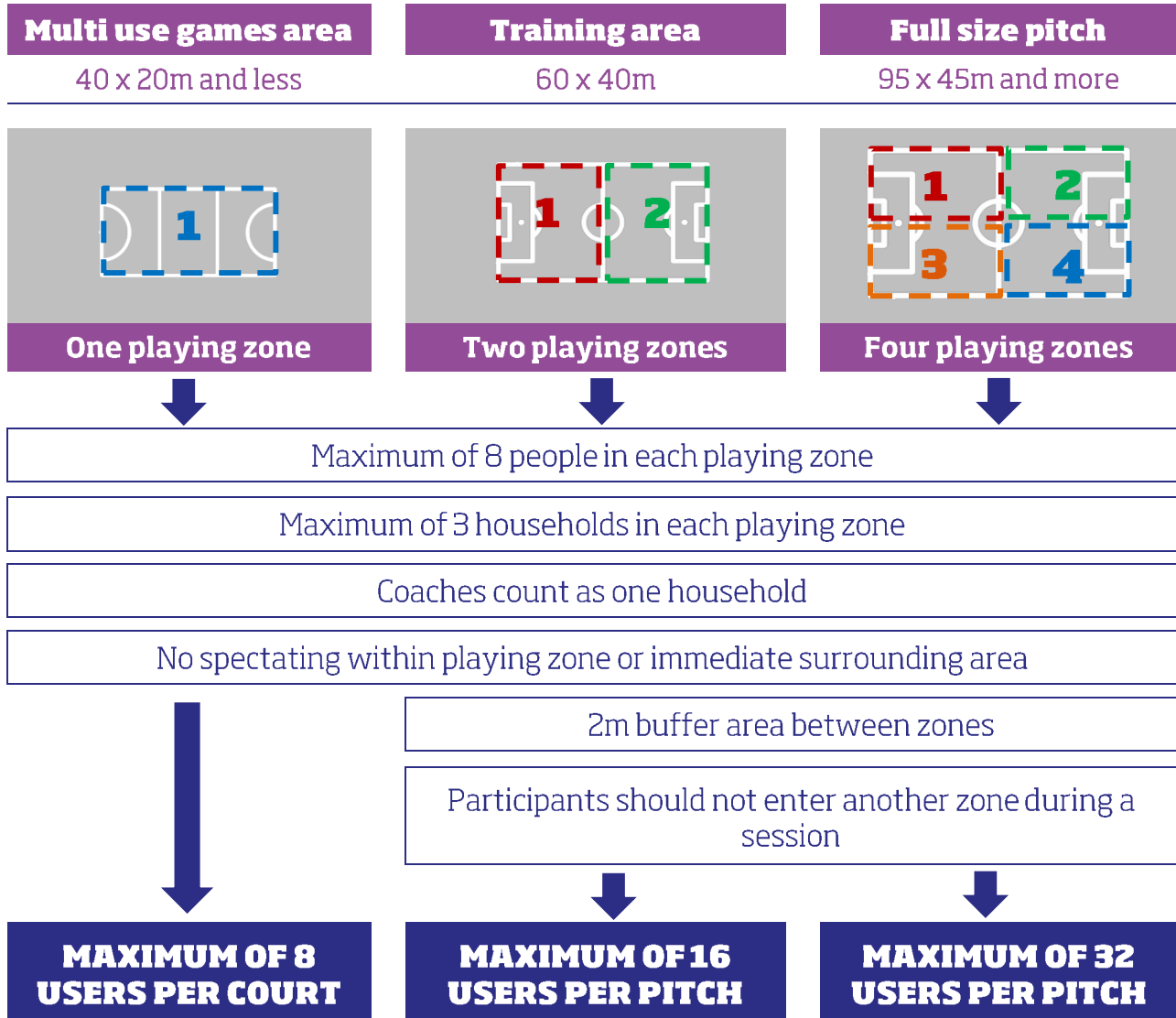
- Open and restricted areas must be clearly marked with signage.
- Physical distancing requirements must be clearly displayed. Consider how playing zones will be marked out.
- A one way or traffic light system for entry and exit should be implemented.

Please note, this may reduce the capacity of the facility and impact the size or number of sessions that can take place

For more detail on each of these areas see [Getting your facilities fit for sport guidance](#).

SPORTS COURT CAPACITY

In order to maintain hygiene, health and safety and physical distancing requirements, you should consider the capacity of the sports courts and pitches. Based on current Scottish Government guidelines, capacity of a sports court or pitch is detailed below:

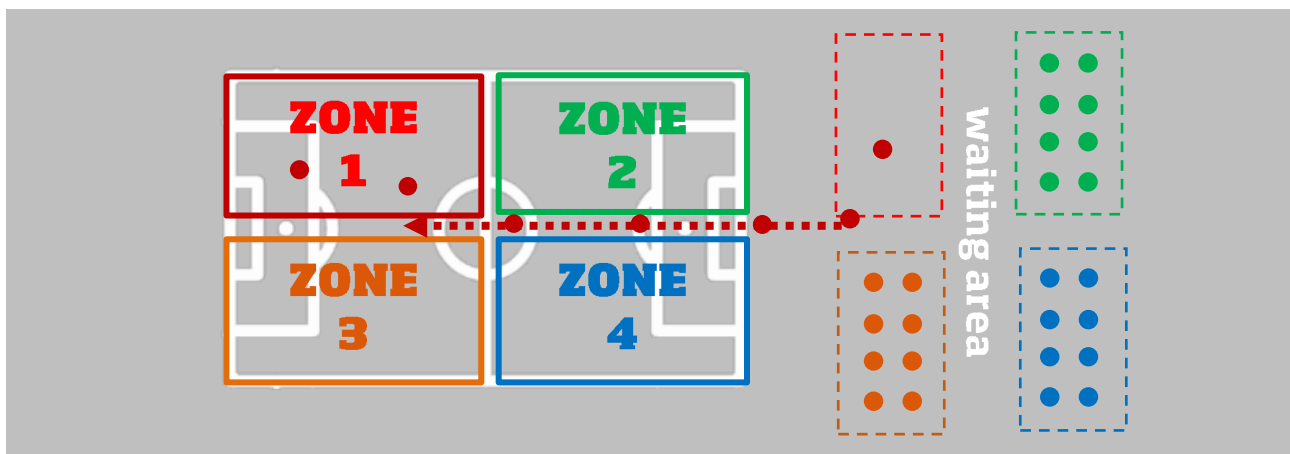


PROGRAMMING

Checklist of actions

- Ensure enough time is allowed between sessions to thoroughly clean the space and any equipment used.
- A buffer time should be included between sessions to prevent the crossover of participants, either within the building or externally in the car parking area/drop-off area.
- A one way or traffic light system for entry and exit should be implemented.
- Access and egress to your court or facility will need to be managed to maintain physical distancing.
- Ensure location of pick-up and drop-off areas of the carpark is clearly identified. This may need to be managed to prevent crossover of participants or build-up of traffic and people.

ONE WAY SYSTEM - ACCESS AND EGRESS



All users should gather in designated area out with playing zones.

Session groups should enter one at a time and in numerical order (e.g. zone 1, followed by zone 2 etc) using the 2m buffer zones as circulation.

Session groups should exit one at a time, starting with the zone closest to the exit point. Each zone grouping should exit in a clockwise motion using the 2m buffer zones as circulation.

Separate entry and exit points should be used, where possible.

INFORM

Checklist of actions

- All hygiene, health and safety measures should be communicated to users and displayed at the entry and exit points of the court or pitch area and any other key areas.
- All physical distancing measures should be communicated to users and displayed at the entry and exit points of the court or pitch area and any other key areas.
- If information cannot be displayed at the entry and exit points, members or visitors should be issued with the information prior to their attendance at the court or pitch area.
- All staff and coaches should be comfortable and trained in new procedures.
- Attendance records of users/visitors should be maintained for each session, including up to date contact details.

Plans and procedures must be reviewed on an ongoing basis and take into consideration any lessons learned, the behaviour of users, specific challenges that have been identified, changes to industry standards and Scottish Government guidance.

REVIEW

Checklist of considerations

- Continually review and update existing operating policies and plans for sport.

- Review and update risk assessments if required.

- Review your practices.

- Review your cleaning plan.

- Review hygiene measures in line with any new Scottish Government guidance.

- Review physical distancing measures in line with any new Scottish Government guidance.

- Consider the potential for a re-emergence of a coronavirus (COVID-19) style pandemic and if restrictions are re-introduced. This may form the basis of a club business continuity plan.

- Contact **sportscotland** if you require any help and support.

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