



horsescotland
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the national organisation for all
equestrian sports and activity in Scotland

COVID-19: PHASE THREE GUIDELINES –7th October 2020

Introduction

On 7th October 2020 the First Minister made a statement to Scottish Parliament to set-out a tightening of coronavirus-related restrictions, especially in five NHS areas in response to an increase in the rate of spread of the virus.

The key points announced today were:

The primary measures impacting on sport are regional in their reach, covering the following NHS Health Boards and local authorities; NHS Ayrshire & Arran (North, South and East Ayrshire local authority areas), NHS Greater Glasgow & Clyde (Glasgow, East and West Dunbartonshire, Renfrewshire and East Renfrewshire, and Inverclyde local authority areas), NHS Lanarkshire (North and South Lanarkshire local authority areas), NHS Forth Valley (Clackmannanshire, Stirling and Falkirk local authority areas) and NHS Lothian (Edinburgh, East, West and Mid-Lothian local authority areas).

The temporary measures being introduced in these areas are:

- Adult (18+) outdoor contact sport is not allowed, with an exemption for performance sport as defined in the Resumption of performance sport guidance. (Indoor adult contact sport continues to be prohibited across the country.)
- Adult (18+) indoor group exercise activities are not allowed. (Adult group activity for the purposes of this guidance is activity, involving adults, from more than 2 households / 6 members of those households who take part in an activity on any one day.)
- Snooker / pool halls and indoor bowling alleys are required to close.
- Travel: Asking people to avoid public transport unless necessary (e.g. work or school). Advised to avoid (but not prohibited from) travelling outside your health board area if you don't need to. For those living outside this region, they are advised not to travel into the region if you don't need to. However, this is advice not mandatory and people are not required to cancel half-term breaks they have planned.

Outdoor adult non-contact group exercise and indoor adult individual exercise can continue in line with current SGB and operator guidance.

There is no change to sport and physical activity guidance for under 18s.

Those who were in the shielding group have not been asked to return to shielding but are being advised to take extra care, especially in the central belt, following the rise in cases.

With this in mind we would encourage all partners to promote the Protect Scotland App, which is designed to help us protect each other, reduce the spread of Coronavirus and avoid further lockdowns further information can be found here <https://www.protect.scot/>

The Government updated Roadmap can be found here:

<https://www.gov.scot/news/new-moves-to-stop-covid-19-spread/>

THIS GUIDANCE HAS BEEN APPROVED BY SPORTSCOTLAND.

We urge everyone to be respectful of these guidelines to help prevent the spread of Coronavirus (COVID-19)

Where Scottish Government local measures and restrictions are in place guidance detailed in Appendix 1 will supersede the corresponding guidance identified within this document

We must not rule out the reintroduction of restrictions for sport, which could see activity suspended once again if public health measures dictate, or if the guidelines are not followed. It is therefore important that the equestrian community take the necessary steps outlined in this document prior to re-starting any activity and adhere to the guidelines, which could be subject to update or change at any time.

There may be a variance in guidelines and procedures throughout the UK and Scotland, and it is therefore important that riding schools, livery yards, venues/facilities, coaches, competition organisers and participants in Scotland follow the guidance outlined by **horsescotland**, their Local Authority and other guidance prepared by Scottish Government. Scottish Government guidance on return to work, health, physical distancing and hygiene etc can be found here <https://www.gov.scot/coronavirus-covid-19/>

To manage a safe return to sport and leisure activities it is a mandatory requirement that all clubs, facility operators and deliverers put in place comprehensive Test & Protect procedures to help break chains of transmission of Coronavirus (COVID-19). Further information is available within this guidance and at <https://www.gov.scot/publications/coronavirus-covid-19-test-and-protect/>

People who are symptomatic should self-isolate for 10 days and household members for 14 days as per info on NHS guidance. No one who is self-isolating should attend a sports facility or activity.

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APPENDIX 1: LOCAL MEASURES & RESTRICTIONS

General Guidelines

- Within all Member bodies, Clubs, venues, competitions etc someone should take on the role as COVID-19 officer (Job role can be found here <https://sportscotland.org.uk/media/5950/sportscotland-covid-officer.pdf>) to ensure all appropriate management processes are in place so that they can effectively oversee and maintain the implementation of measures outlined herein.

A free e-learning module for COVID officers is available at https://rise.articulate.com/share/LIEWUj-o23H_4gC1AF002jdxdrCucQC0#/

- Adult outdoor non contact sports training and competition in an organised setting can resume, ideally with a maximum of 30 people taking part in any one session. However multiple sessions can take place at any one time or throughout the day as long as the groups don't mix.
- From the 31 August 2020 indoor sport facilities (including the use of equestrian indoor arena's) and leisure facilities are able to open if the Scottish Government guidance is fully implemented, this guidance can be found here <https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-andleisure-facilities/>

this includes the provision of indoor non-contact and contact sport training and competition activities for children up to and including 11 years of age and;

indoor non-contact sport training and competition for those 12 years of age and over where physical distancing can be maintained.

- An indicative date of 5 October 2020 had been identified by Scottish Government for further changes to sport and leisure activity including but this is now currently on hold;
 - Limited spectator access to sports stadia. Planned test events will go ahead and further test events may take place.
 - Resumption of indoor contact sports and competition for those 12 years of age or older.
- The number of participants allowed to take part in indoor sport or leisure activity must be risk assessed by the sports facility operator following Scottish Government Coronavirus (COVID-19): guidance on the opening of indoor and outdoor sport and leisure facilities can be found here <https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-andleisure-facilities/> and sport specific <https://www.horsescotland.org/equestrianphaseguidance>

- Track and Protect measures should be implemented for all activities to assist NHS Scotland in the event of a virus outbreak. Further info can be found within this document
- Travel guidance outlined by the Scottish Government should always be adhered to when travelling to/from and on arrival at any equestrian activity or competition. **Where Scottish Government local measures and restrictions are in place guidance detailed in Appendix 1 will supersede the corresponding guidance identified within this document**
- It is the responsibility of each sports facility operator, club committee and/or deliverer (herein referred to as sport facility operator) to undertake documented risk assessment, based on their local circumstances, prior to activity taking place. 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. Sample risk assessments should be available from your National Body, including BHS. www.bhs.org.uk/advice-and-information/coronavirus-covid-19/risk-assessment
- Sports facility operators should check with their insurance company that correct and full insurance cover is in place and valid before any activity takes place.
- Where a disabled participant requires functional support to help them participate coaches or carers can provide this without maintaining physical distancing. In such circumstance the responsible 'Covid Officer' should consider appropriate mitigating actions as part of the risk assessment. For instance, providing appropriate PPE, limiting the number of participants an individual provides functional support to, limiting the duration spent in close proximity, or a combination of actions.

Guidelines will be updated as we progress through the different phases of the Scottish Government route map. Please ensure to check www.horsescotland.org on a regular basis to stay abreast of the latest guidelines.

Health, Safety and Hygiene

Ensure usual access to first aid and emergency equipment is maintained. Please ensure the first aid equipment has been updated appropriately for the COVID pandemic and first aiders have been appropriately trained. In the event of first aid treatment being required it is recognised that a suitably qualified person, coach or supervising adult may require to attend to the injured participant. The 'Covid Officer' (see above) should consider processes for managing this as part of their risk assessment. This could include but not be limited to;

- Provision of suitable PPE
- Training of coaches/supervising adults

- Presence of one parent/guardian being required at the activity for children/vulnerable adults.
- Clear guidance and plans are needed for cleaning of facilities and equipment, and waste disposal. For instance, common touchpoint surfaces (gates, door handles, handrails etc) should where possible be left open but if not possible, regular cleaning with disposable gloves should be undertaken. Cleaning of equipment, hand and respiratory hygiene are core measures to be implemented and provision should be made for these.
- Make hand sanitisers or wipes available for use at entrance/exit to venue/facility where possible. Hand sanitiser should be at least 60% alcohol based and detergent wipes should be appropriate for the surface they are being used on. Cleaning products should conform to EN14476 standard or any detergent is followed by chlorine releasing agent.
- Clean all common touchpoint surfaces (gates, door handles, handrails etc) regularly, wearing disposable gloves

A checklist of considerations and actions is available here: <https://sportscotland.org.uk/media/5723/getting-your-facilities-fit-for-sport.pdf>

Face Coverings

Face coverings

- It is mandatory for participants and visitors to indoor sports facilities to wear face coverings before and after activity or when in non-playing areas of the facility. For example: reception, locker rooms and storage areas unless there is a reasonable excuse not to do so. For example, if you have a health condition or you are disabled, including hidden disabilities such as autism, dementia or a learning disability.
- If you are deaf and need to look at lips and facial expressions to help you communicate, you can ask staff to remove their face covering.
- Face coverings do not need to be worn when undertaking physical activity, exercise or showering.
- Face coverings must be worn in a sports facility hospitality environment other than when you are eating or drinking.
- Face coverings may not be required when using hospitality services such as café's, bars and restaurants. For further information refer to Scottish Government Coronavirus (COVID-19): tourism and hospitality sector guidance. <https://www.gov.scot/publications/coronavirus-covid-19-tourism-and-hospitality-sector-guidance/pages/hospitality-statutory-guidance/>

- The Coronavirus (COVID-19) Phase 3: staying safe and protecting others, face coverings provides guidance on general use and exemptions Guidance can be found here <https://www.gov.scot/publications/coronavirus-covid-19-phase-3-staying-safe-and-protecting-others/pages/face-coverings/>

Detailed guidance is also available at;

<https://www.hps.scot.nhs.uk/web-resources-container/covid-19-guidance-for-non-healthcare-settings/>

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

<https://www.hps.scot.nhs.uk/a-to-z-of-topics/hand-hygiene/>

<https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>

<https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm>

Equality & Inclusion

- Covid-19 is affecting everyone. But the impact of the pandemic is not being felt equally. Before the pandemic certain groups were less likely to participate in sport and physical activity. These groups are also the most at risk of worsening inequalities due to Covid-19:
 - Older people
 - Disabled people
 - Ethnic minorities
 - Women
 - People from deprived communities
- It is more important than ever to consider inclusive guidance for people who need extra support to be active and sports facility operators should consider this as part of their work to encourage people to return.
- The evidence emerging has clear implications for how we design and deliver sport and physical activity. Some key areas for consideration include;
 - **Communication** – Digital exclusion is a key issue. With so many services and so much information moving online it risks worsening the health impacts of the pandemic. We have to think innovatively about the range of ways we can provide information to people about sport and physical activity.
 - **Accessibility** – Accessibility of our environments is another key issue emerging from the pandemic. As clubs and leisure centres re-open it's

important to build understanding of people's specific accessibility needs around things like hygiene, physical distancing and face coverings so we can provide the best possible support to people to take part in sport and physical activity.

- **Anxiety, mental health and wellbeing** – The pandemic is leading to an increased risk of anxiety and mental ill-health for people who share all characteristics. We know that sport and physical activity can have significant benefits for people's mental health so it's vital that we continue to promote those benefits, so people are encouraged to get involved.
- **Confidence** - Confidence to return to sport is a big issue across all groups. We know that some groups are at higher risk from Covid-19 than others (including some ethnic minorities, disabled people and households experiencing poverty). These groups may be even more nervous about returning to sport or starting to participate. They are also less likely to participate in sport in the first place, so we'll need to give extra attention to their needs to help build their confidence.

Facilities, Venues and Riding Centres

Ensure your facility management team has put in place appropriate mechanisms for overseeing operations and risk management.

A Covid officer should be put in place within each facility <https://sportscotland.org.uk/media/5950/sportscotland-covid-officer.pdf> to ensure all appropriate management processes are in place so that they can effectively oversee and maintain the implementation of measures outlined herein.

A free e-learning module for COVID officers is available at https://rise.articulate.com/share/LIEWUj-o23H_4gC1AF002jdxdrCucQC0#/

- **Where Scottish Government local measures and restrictions are in place guidance detailed in Appendix 1 will supersede the corresponding guidance identified within this document**
- Outdoor and Indoor sport facilities can open subject to Scottish Government guidance being followed as outlined at Government <https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-and-leisure-facilities/>
- **sportscotland** has also produced Getting your Facilities Fit for Sport resource to help sport facility operators prepare for reopening. The resource supports Scottish Government guidance by providing further detailed checklists for the reopening of a range of sport specific facilities. Which can be found here <https://sportscotland.org.uk/media/5723/getting-your-facilities-fit-for-sport.pdf> and the Scottish Government guidance can be found here

<https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-and-leisure-facilities/>

- A limit on attendees attending a sports facility is 200 per day, in bubbles of a maximum of 30 which must not mix. However to support our Equestrian sector we have received the following agreement however this is to allow events to take place where all guidance is followed.

A permanent equestrian facility that is accessed regularly by equestrian clubs and the equestrian or general public for coaching, training or to hold competition either privately or affiliated to an equestrian body organisation.

Each facility and equestrian body/club must have in place a designated COVID Officer, appropriate risk assessments and public liability insurance. In addition, each facility must adhere to **horsescotland** approved Equestrian Guidance.

These facilities must be set up to ensure mitigating measures are in place to protect participants, officials, staff and the wider public. This may include operating separate activity zones, staggered time slots etc to ensure participation bubbles remain separate at all times. With the appropriate measures in place, permanent facilities may exceed the limit of 200 people per day.

Examples of permanent equestrian facilities include:

Riding schools, Livery yards, Grass, outdoor and covered arenas, Cross country courses and training courses, Riding tracks and designated hacking routes, Gallops and Permanent training obstacles for carriage driving and other equestrian disciplines

- Venues/ Facilities and Riding Centres should focus on providing sporting activity involving as few participants as possible, for the minimum amount of time, whilst still allowing the activity to run effectively. This may also require a change to game formats, numbers and/or rules to minimise risk to participants.

Test and Protect

- Test and Protect, is Scotland's way of putting into practice NHS Scotland's test, trace, isolate and support strategy. Containing outbreaks early is crucial to reduce the spread of COVID-19, protect the NHS and save lives, and avoid the reintroduction of social and economic lockdown. This will support the country to return to, and maintain, a more normal way of life.

Maintaining customer records

- It is a mandatory requirement that sport facility operators collect the name, contact number, date of visit, time of arrival, and where possible the departure time of all those attending facilities or activities. Where attending as a small household group, the contact details for one member – a 'lead member' – will be sufficient.
- Sports facility operators should store information for 21 days and share it when requested to do so by public health officers.

- The Coronavirus (COVID-19): Test and Protect information leaflet provides information on the Test and Protect service from NHS Scotland.

Registration with the Information Commissioner's Office

- In order to gather and store customer information securely, sports facility operators may need to be registered with the Information Commissioner's Office (ICO). This will be the case if you are using an electronic system to gather and store data.
- If you are unsure whether you need to register, please contact the ICO via their helpline on 0303 123 1113, or visit www.ico.org.uk.

Protect Scotland App

- NHS Scotland has launched a free mobile app designed to help with contact tracing efforts and slow the spread of COVID-19. The app will alert users if they have been in close contact with another app user who tests positive for coronavirus.
- Supported by a dedicated Protect Scotland website, the app is an extra tool complementing existing person-to-person contact tracing which remains the main component of NHS Scotland's Test and Protect system.
- Further information on the Protect Scotland app is available at www.protect.scot.

What should someone do if they have coronavirus symptoms?

- If a person has a continuous cough, high temperature, or loss or change in taste or smell, they should self-isolate and request a coronavirus test right away. Further information is available at www.NHSinform.scot/test-and-protect or by calling **0800 028 2816** if they cannot get online.
- The Coronavirus (COVID-19): Test and Protect information leaflet provides information on the Test and Protect service from NHS Scotland. <https://www.gov.scot/publications/coronavirus-covid-19-test-and-protect-coronavirus-service/>

Local Outbreaks or Clusters of Coronavirus Cases

- Scottish Government travel advice and guidance relating to local outbreaks or clusters of coronavirus cases is available at <https://www.gov.scot/publications/coronavirus-covid-19-local-measures/>
- Where a local outbreak has been reported, sports facility operators and deliverers within this locality should review Scottish Government 'local measures' guidance, their facility/operational risk assessment and consider if additional mitigating actions should be put in place to reduce risk. This may, for example,

include; suspending activity, enhancing hygiene and physical distancing measures or introducing additional activity restrictions.

Changing rooms, Lockers and Meeting Rooms

Use of changing rooms and showering facilities should be avoided where possible, although from the 31 August 2020 they may be made available for participants with disabilities or special needs or where required after an activity such as swimming.

Sports facility operators may open toilets for public use if they follow the guidelines outlined on the Scottish Government website <https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-and-leisure-facilities/>

For detailed facility guidance including a checklist that covers use of changing rooms, showers and toilets visit Scottish Government <https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-and-leisure-facilities/>

Locker Rooms - From the 31 August 2020 access to indoor locker rooms and storage areas is permitted for the dropping off and collection of sports equipment or clothing. The sports facility operator should ensure mitigating actions are put in place to minimise the risk of virus transmission including physical distancing, hygiene and cleaning measures.

Meeting Rooms - Working from home and working flexibly, where possible, remain the default. The Scottish Government's Route map states that the date that non-essential offices and call centres can re-open is still under review. Although we appreciate gym and leisure facilities are able to reopen on 31 August, we would encourage providers to consider whether internal meetings and training must be completed in person. Or whether these can be completed online or via telephone. If it is essential that meetings and training takes place in person, Scottish Government guidance for general workplaces must be followed and a risk assessment should be completed. The guidance can be found here <https://www.gov.scot/publications/coronavirus-covid-19-general-guidance-for-safer-workplaces/>

Indoor and outdoor hospitality, including clubhouses and sports facilities which provide catering and bar services, can operate providing they adhere to Scottish Government guidance which is available at <https://www.gov.scot/publications/coronavirus-covid-19-tourism-and-hospitality-sector-guidance/pages/hospitality-statutory-guidance/>

Retail units operated by sports facility operators may reopen provided all specific Scottish Government guidance for retailers is in place and adhered to. Further information from the Scottish Government is available at <https://www.gov.scot/publications/coronavirus-covid-19-retail-sector-guidance/>.

No spectating should take place other than where a parent is supervising a child or vulnerable adult. Physical distancing guidance should always be followed.

Limits on the number of participants accessing sports facilities should be risk assessed to ensure physical distancing can be maintained. This should take into consideration Scottish Government guidance on physical distancing and any exceptions highlighted within this document where sporting 'bubbles' are created for the duration of an activity.

Equipment provision and use

Sports facility operators should, where possible, remove equipment including benches, scoreboards, tables and any other objects that are not essential for participation purposes.

Where the above is not possible appropriate cleaning measures, including provision of sanitiser and disposable gloves, should be put in place to reduce the risk of contamination.

Bins may be provided but should be regularly checked, cleaned/sanitised, emptied and disposed of using appropriate personal protective equipment.

All fixed equipment should be checked prior to use to avoid participants having to adjust or touch it.

Where shared equipment is necessary for an activity appropriate hygiene measures must be put in place to ensure the equipment is thoroughly cleaned before, during and after use.

Where Poles and jump cups etc are used in arenas a risk assessment should be undertaken to ensure measures are put in place to minimise uncovered body contact. Appropriate hygiene protocols should be undertaken including hand hygiene before, during and after exercise.

- **Bookings and payment**

Online bookings should be taken if possible. However, be aware that a proportion of disabled people, people from low income households and older adults do not have access to the internet. Ensure you have alternative measures in place. For example, telephone bookings. .

Consider introducing buffer periods between sessions to stagger start times so that participants do not all arrive/leave at the same time.

Where possible use online or contactless payment options and avoid handling cash.

- Communication with members/customers

Sports facility operators should communicate clearly and regularly with members and participants setting out what they are doing to manage risk, and what advice they are giving to individuals before, during and after visits to the venue/activity.

Make them aware in advance of measures you are putting in place at your venue, and guidelines they are asked to follow.

Ideally sports facility operators should publish an action plan detailing their plans to re-open safely.

Communicate clearly opening times and how people can safely access a facility, if relevant, for example through a booking or queuing system.

It is more important than ever to consider inclusive guidance for people who need support to be active and sports facility operators should consider this as part of their work to encourage people to return.

Ensure signage on guidelines for participating safely and promoting hygiene measures are clearly displayed and up to date.

- Workforce

Sports facility operators must ensure that relevant workplace guidance is followed for contractors and staff and ensure existing health and safety advice is maintained and aligned. This should be detailed in the risk assessment.

[Coaching and Instructing](#)

Guidance for coaches, leaders, personal trainers, and instructors (herein referred to as coaches) is available at <https://sportscotland.org.uk/covid-19/getting-coaches-ready-for-sport/>

- Coaches can work outdoors with up to 30 people per session, there is no limit on the number of sessions per day however each session must not mix. Appropriate risk assessments, physical distancing, Test & Protect (see above) and hygiene measures should be put in place to protect participants.
- Indoors coaching sessions numbers should be limited depending on the risk assessed with physical distancing, size and ventilation of the arena and hygiene measures put in place to protect participants and coaches. More info can be found here <https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-and-leisure-facilities/>
- Coaches and instructors working with children should familiarise themselves with the additional considerations developed by **Children 1st**:

Organised Sporting Activity for Children and Adults

- Organised indoor and outdoor sporting activity/competition for children and adults may be undertaken as outlined below and where appropriate **horsescotland** approved guidance is followed.
- All sport facility operators providing organised competitions must abide by relevant **horsescotland** guidance and have a named 'Covid Officer' (see above for details) who will be responsible for completing documented risk assessments and ensuring all appropriate mitigations are put in place.
- Total numbers taking part in training, competition or events, other than detailed below, should not exceed 200 people in any one day, including organisers, officials and participants. Once an individual has completed their activity, they should immediately vacate the 'field of play' and are then subject to normal household rules.
- Permanent outdoor sport, leisure and club facilities which are accessed on regular basis by the general public and/or club members and have in place a designated COVID officer and appropriate risk assessments may exceed the limit of 200 people, in a single day, if mitigating measures are put in place to protect participants and staff. This may for instance include operating separate activity zones, implementing staggered time slots and putting in place other measures to ensure participation bubbles remain separate including consideration of parking and access/egress.
- Organisations/Venues should focus on providing sporting activity involving as few participants as possible, for the minimum amount of time, whilst still allowing the activity to run effectively. This may also require a change to game formats, numbers and/or rules to minimise risk to participants.
- Definitions - for the purposes of this guidance;
 - Contact sport or activity is defined as “a sport or activity in which the participants necessarily come into bodily contact with one another”.
 - Non-contact sport or activity is defined as “a sport or activity in which the participants are physically separated by playing rules such as to make it difficult for them to make physical contact during the course of an activity.
 - Non-contact sports where participants would normally encroach within 2m should put in place measures to limit

this risk. For instance, training only or competition with altered rules to maintain physical distancing.

- Sports competition refers to where participants or teams compete against different opponents as part of an organised league or competition.
- Children and Young People
 - Outdoor/Indoor contact and non-contact sport and competition can be undertaken by children and young people up to and including the age of 11 years.
- Adults
 - Adult Indoor/ outdoor non contact sport training, activity and competition in an organised setting may resume with a maximum of up to 30 people taking part in any one session, however multiple sessions can take place throughout the day. We would suggest that those organising and officiating at any training, activity or competition create bubbles of up to 30 people to ensure the smooth running of the event. These bubbles must not mix with other bubbles and must remain socially distant from participant bubbles.
 - No adult indoor contact sport should be undertaken at this time.

All sports facility operators providing sport specific activities must abide by relevant SGB guidance and have an appointed 'Covid Officer' (see above for details) who will complete documented risk assessments and ensure appropriate mitigations are put in place before any sporting activity is undertaken.

Physical Distancing

Children aged 11 years and younger are not required to physically distance at any time, as set out in Scottish Government guidance.

For those over 12 years of age taking part in an organised activity Outdoors or indoors, a 'field of play bubble' can be created whilst a sporting activity is taking place, in effect suspending physical distancing guidelines for the duration of the activity. Normal physical distancing guidelines will however apply before and after the activity takes place.

For those over 12 years of age taking part in Outdoor/Indoor sporting or leisure activity normal physical distancing rules should be followed. Risk assessments should, where possible, consider mitigating actions to reduce the likelihood of participants encroaching within 2m of each other. For instance, sports facility operators may consider, where appropriate, different formats of competition, zoned participation areas or staggered starts.

No formal presentation ceremonies should take place during or after an activity or competition and the focus should be on reducing numbers in attendance at any one time.

Coaches and others supporting organised activity should attempt to keep physically distant where possible, but it is recognised that this will not always be possible. In such circumstances the responsible 'Covid Officer' (see above) should consider appropriate mitigating actions as part of the risk assessment.

Specific consideration should be given to supervision of children under the age of 5 years as it is not appropriate for young children to maintain the models of physical distancing that are suitable for older children, either practically or in terms of child development. You may, for instance, ask a parent to be present.

Where an employee is providing an activity, relevant work placed risk assessments and consultation should take place in advance of any activity being undertaken. See the Businesses, workplaces and self-employed people section at <https://www.gov.scot/coronavirus-covid-19/>

Parents/guardians who are supervising their children should abide by Scottish Government physical distancing guidance and stay at least 2m away from those out with their own household. Groups of parents from different households should not congregate before, during or after the activity.

Participant numbers and duration of organised activity

A 'field of play bubble' can be created whilst a sporting activity is taking place, in effect suspending Scottish Government household number guidelines for the duration of the activity, if appropriate guidance is agreed with **sportscotland** as highlighted herein. Normal household guidelines will however apply before and after the activity takes place for those aged 12 years and over. **This horsescotland guidance has been approved by sportscotland.**

Where there is likely to be close contact between participants in an organised sporting activity, mitigation should be put in place to minimise risk and keep participants safe.

The focus should be on delivering the organised activity with as few participants as possible interacting with each other and for the minimum amount of time, whilst still allowing the activity to be run effectively.

Holiday camps or extended sports activity which would not normally come under the jurisdiction of an SGB should refer to the appropriate local authority, umbrella body or care commission guidance. Organisers of these activities may alternatively wish to use Scottish Government household, physical distancing and group size limits should be applied.

- Adult involvement and ratios;

All adults involved in coaching / actively engaging with children or vulnerable adults in an organised environment should have undertaken appropriate SGB safeguarding and, where available, Covid-19 training.

Sports organisations should always ensure appropriate ratios of coach/adult to child/vulnerable adult as per SGB guidance and follow all related safeguarding advice.

Health, safety and welfare policies should always be risk assessed and implemented.

Competitions

- Organised Outdoor/ Indoor Competitions

- Organised outdoor/ Indoor contact and non contact sport activity can be undertaken by children and young people while Adults can take part in non contact sports activity both outdoors and indoors subject to following this **horsescotland** guidance as agreed with **sportscotland**.

- Participant numbers and duration of organised activity;

- Where there is likely to be close contact between participants in an organised sporting activity, mitigation should be put in place to minimise risk and keep participants safe.

- The participant numbers indoors will need to be dependent on the size and ventilation of the facility more information can be found here <https://sportscotland.org.uk/covid-19/getting-your-facilities-fit-for-sport/> then

- <https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-and-leisure-facilities/> and www.cibse.org

- The focus should be on delivering the organised activity with as few participants as possible interacting with each other and for the minimum amount of time, whilst still allowing the activity to be run effectively.
 - Spectating, other than by a parent/guardian or coach should not be permitted.
- Travel guidance outlined by the Scottish Government should always be adhered to when travelling to/from and whilst on site at any equestrian activity or competition. **Where Scottish Government local measures and restrictions are in place guidance detailed in Appendix 1 will supersede the corresponding guidance identified within this document**

- All sports Governing bodies/organisations/venue operators providing such activity must abide by relevant **horsescotland** guidance and have a named 'Covid Officer'. A template job description for a 'Covid Officer' can be found here on the **sportscotland** website <https://sportscotland.org.uk/media/5950/sportscotland-covid-officer.pdf>

A free e-learning module for COVID officers is available at https://rise.articulate.com/share/LIEWUj-o23H_4gC1AF002jdxdrCucQC0#/

- Physical distancing;
 - Children aged 11 years and younger are not required to physically distance, as set out in Scottish Government guidance. This extends to organised sports activity and the field of play.
 - For 12-17 year old participants a 'field of play bubble' can be created during organised sports activity that allows contact whilst the activity is taking place, in effect suspending physical distancing guidelines for the duration of the activity. Normal physical distancing guidelines will however apply before and after the activity takes place.
 - We suggest that those organising and officiating at the competition create bubbles of up to 30 people to ensure the smooth running of the event.
 - Specific consideration should be given to supervision of children under the age of 5 years as it is not appropriate for young children to maintain the models of physical distancing that are suitable for older children, either practically or in terms of child development. You may, for instance, ask a parent to be present.

- Where an employee is providing an activity, relevant work placed risk assessments and consultation should take place in advance of any activity being undertaken. See the Businesses, workplaces and self-employed people section at <https://www.gov.scot/publications/coronavirus-covid-19-public-and-customer-toilets-guidance/pages/overview/>.
- Parents/guardians who are supervising their children should abide by Scottish Government physical distancing guidance and stay at least 2m away from those out with their own household. Groups of parents from different households should not congregate before, during or after the activity.
- Health, safety & hygiene measures for all activity should be in line with guidance provided within this document.
- In the event of first aid treatment being required it is recognised that a suitably qualified person, coach or supervising adult may require to attend to the injured participant. The sports organisation/venue 'Covid Officer' should consider processes for managing this as part of the risk assessment. This could include but not be limited to;
 - Provision of suitable PPE
 - Training of coaches/supervising adults
 - Presence of one parent/guardian being required at the activity for children/vulnerable adults.

A template job description for a 'Covid Officer' can be found here on the **sportscotland** website <https://sportscotland.org.uk/media/5950/sportscotland-covid-officer.pdf>

A free e-learning module for COVID officers is available at https://rise.articulate.com/share/LIEWUj-o23H_4gC1AF002jdxdrCucQC0#/

Equestrian competitions which do not follow approved horsescotland guidance should not take place at this time, unless direct Scottish Government approval has been granted.

Guidance for other Equine Professionals

- Other equine professionals can attend your horse.
- Where third party premises are utilised, prior agreement should be sought from the facility owner.
- Any professional support network member that is in any doubt should seek clarification from their insurance provider and/or registered body.

- Online bookings should be taken if possible. If not, alternative measures should be put in place to avoid physical contact.

Guidance for Riders/Carriage Drivers

Riders and Carriage Drivers should read these guidelines in conjunction with the updated Scottish Government guidance on health, physical distancing, and hygiene. Participants should be aware of and adapt to changes in guidance at short notice. Information on Scottish Governments approach to managing COVID-19 is available at:

<https://www.gov.scot/coronavirus-covid-19/>

Those accessing the Scottish Countryside should do so responsibly, you should consider reviewing the British Horse Society Scotland's Resources on Equestrian Assess which can be found here <https://www.bhs.org.uk/bhs-in-your-area/scotland/resources/scottish-access-resources>

Where riders/ Drivers arrange to meet social for Equestrian activity must do so within the Government guidance around social gathering

Revised social gathering rules: 6 people from up to 2 households can meet socially. (Under 12s from the 2 households are not counted within this limit).

Furloughed staff

- It is for each employer to decide when it is the appropriate time to return staff to work from the Coronavirus Government Job Retention Scheme, changes were made to the Job Retention Scheme on the 1st August to remain update follow this link <https://www.gov.uk/government/collections/coronavirus-job-retention-scheme>.
- A furloughed employee can take part in volunteer work if they do not provide services to, or generate revenue linked to your business.

APPENDIX 1: LOCAL MEASURES & RESTRICTIONS

Introduction

1. The guidance within this appendix is applicable to sport and physical activity facilities and activities where Scottish Government have identified the requirement for local measures and restrictions to be applied.

2. This guidance is not applicable to professional or performance sports activity which is approved through the 'Resumption of Performance Sport' process.
3. Local measures and restrictions will come into force for licensed premises from 18:00 on Friday 9 October, with all other restrictions applying from 00:01 Saturday 10 October and run until midnight on Sunday 25th October 2020.
4. The restrictions currently apply to the following NHS Health Boards and local authorities, but be aware these may change if infection rates increase in other parts of Scotland; NHS Ayrshire & Arran (North, South and East Ayrshire), NHS Greater Glasgow & Clyde (Glasgow, East and West Dunbartonshire, Renfrewshire and East Renfrewshire, and Inverclyde), NHS Lanarkshire (North and South Lanarkshire), NHS Forth Valley (Clackmannanshire, Stirling and Falkirk) and NHS Lothian (Edinburgh, East, West and Mid-Lothian).
5. The information outlined below should be used in conjunction with, and where appropriate supersede, the '**Phase 3: return to sport and physical activity guidance**' to inform the development of sport specific guidance which will be shared with participants, clubs, local authorities/trusts, third sector and other sports facility operators within local areas identified by Scottish Government as requiring additional measures/restrictions to reduce the spread of COVID-19 infection.
6. It is the responsibility of the relevant facility operator / COVID officer to ensure that full risk assessments, processes and mitigating actions are in place before any sport or leisure activity takes place and to check if the activity is in an area which is subject to additional Scottish Government localised measures and restrictions.
7. Where a local outbreak has been reported, sports facility operators and deliverers should review their facility/operational risk assessment and consider if additional mitigating actions should be put in place to reduce risk. This may, for example, include; suspending activity, enhancing hygiene and physical distancing measures or introducing additional activity restrictions.
8. Travel to or from an area with Scottish Government local measures or restrictions in place to undertake sport or physical activity should where possible be avoided.
9. People living in areas with Scottish Government local measures or restrictions should not participate in outdoor amateur contact sport in any location (unless they are under 18 years of age).
10. Be aware that the Scottish Government may update or change measures and restrictions at any time, including the local areas subject to them. Therefore COVID officers should regularly check Scottish Government advice and guidance relating to local outbreaks and measures at <https://www.gov.scot/news/new-moves-to-stop-covid-19-spread/>

Outdoor Sport & Leisure Activity – local measures

11. Facility operators in areas subject to local measures and restrictions may continue to open all outdoor sports areas, courts and pitches if documented risk assessments are undertaken and all appropriate mitigating actions including the guidance herein is put in place to ensure the safety of participants, staff and volunteers. Please also refer to additional guidance produced by **sportscotland** at: <https://sportscotland.org.uk/covid-19/getting-your-facilities-fit-for-sport/>
12. Children and young people under 18 years of age can continue to take part in organised outdoor non-contact and contact sports training, competition or events if all relevant guidance is followed.
13. Adults (18 years of age or older) can take part in organised outdoor non-contact sports training, competition or events if all relevant guidance is followed.
14. Adults should not take part in any form of contact sport in areas which are subject to Scottish Government local measures or restrictions.
15. Where outdoor sports training, competition or events are planned and include multiple bubbles; facility operators, organisers and deliverers should, as part of their risk assessment, consult with relevant local authorities, environmental health, the police or other body responsible for the safety of the public. Agreement must be reached with these bodies before the training, event or competition takes place.
16. Facility operators, organisers and deliverers should note that the situation around COVID-19 is fluid and activities may need to be cancelled at short notice should there be a change in local or national restrictions. In such circumstance's plans should be in place to notify participants of event cancellation and to ensure they do not attend the venue or activity.
17. Outdoor group coaching for organised sport and leisure activities including aerobics and fitness classes can continue to take place with up to 30 people at any one time, including the coach as long as physical distancing is maintained at all times.

Indoor Sport & Leisure Activity – local measures

Where an indoor arena meets the requirements of a “Covered Arena” follow the link below to clarify then please refer to the outdoor guidance

https://636111c1-f1f1-431d-9255-cd6a540ac892.filesusr.com/ugd/6c7920_aa6999955ec548dc8fc630dd634dfd46.pdf

18. Indoor sport and leisure facilities can remain open if Scottish Government Coronavirus (COVID-19): Guidance for the opening of indoor and outdoor sport and leisure facilities is fully implemented which can be found here <https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-and-leisure-facilities/>

19. Children under 12 years of age can continue to take part in organised indoor contact and non-contact sports training, activity and competition.
20. Young adults under 18 years of age can continue to take part in indoor non-contact sports training, activity and competition.
21. Adults (18 years of age or older) should not take part in any indoor group activity such as exercise classes, any form of contact sport, group competitions or group coaching/training.
22. Adult group activity for the purposes of this guidance is activity, involving adults, from more than 2 households / 6 members of those households who take part in an activity.
23. Recreational activity, such as gym use, 1:1 personal training, swimming, ice skating and indoor snowsports activity where physical distancing can be maintained is permitted.
24. Coaches can take multiple sessions per day, but each session should not include more than one other household if adults are involved (maximum of 6 people in total).
25. The number of participants allowed to take part in indoor sport or leisure activity must be risk assessed by the sports facility operator following Scottish Government Coronavirus (COVID-19): guidance on the opening of indoor and outdoor sport and leisure facilities which can be found here <https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-sport-and-leisure-facilities/>
26. Guidance for coaches, leaders, personal trainers, and instructors (referred to as coaches) is available at <https://sportscotland.org.uk/covid-19/getting-coaches-ready-for-sport/>

Hospitality

27. Additional restrictions are in place for hospitality businesses. Sports facility operators providing catering or bar services should refer to Scottish Government guidance for details of these restrictions. <https://www.gov.scot/publications/coronavirus-covid-19-tourism-and-hospitality-sector-guidance/>

DISCLAIMER

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you obtain professional specialist technical and legal advice before taking, or refraining from, any action based on information contained in this note.