

COVID-19 action guide for Indoor Leisure Facilities

When should this guide be used?	Where/who does it apply to?
<p>‘General guidelines’ (see below) should be followed at all times to reduce the risk of contracting COVID-19. They should support, not replace, discussion with Environmental Health teams, local authorities, and Local Community Infection Prevention and Control (IPC) Teams.</p> <p>‘Actions in an outbreak’ (over the page) are additional actions that may be carried out if there is a suspected or confirmed outbreak of COVID-19.</p>	<ul style="list-style-type: none"> • Applies to those who work in indoor Leisure Facilities • Potential employees / individuals that will be affected by this guidance: all those involved in indoor leisure facilities such as gyms.

Priority Actions to prevent the spread of COVID-19:

Refer to the [Working safely during coronavirus](#) guidance (listed over the page) that has practical steps you can take. These should complement – not replace – steps you have already taken with Environmental Health teams, local authorities, and Local Community Infection Prevention and Control (IPC) teams.

- Carry out a COVID-19 risk assessment: refer to [HSE guidance](#) (listed over the page) and consult your staff or trade unions
- Develop cleaning, handwashing and hygiene procedures: by ensuring hand wash basins are fully stocked and hand sanitiser is available. Increase the frequency of the cleaning and disinfection of objects and surfaces that are touched regularly.
- Maintain 2m social distancing, where possible: put up signs to remind staff of social distancing guidance and use tape to mark 2m distance between equipment, where appropriate.
- Take part in NHS Test and Trace by keeping a record of all your customers for 21 days and display the NHS QR code poster
- Turn people away who are displaying Coronavirus symptoms

Further guidelines to prevent the spread of COVID-19

- **Social distancing at work** - for example:
 - Introduce a one-way system, put up signs that customers can follow
 - Advise customers that they must not mix with other people outside of their group, household or support bubble
 - Ensure measures are also in place in the changing rooms such as; ask customers to turn up in their kit, minimise time spent in the changing rooms and adhere to social distancing
- **Managing your customers, visitors and contractors:** For example, asking customers to book online, on apps or over the telephone to reduce queues and avoid congestion in waiting areas. Ask customers to wear face coverings when entering the facility however they do not have to wear them whilst exercising.
- **Equipment:** Where possible reduce the need to open objects, for example lockers, storage compartments, trunks by making equipment that is permitted for use readily accessible. Ensure face to tap water fountains are only used to fill up customers water bottles
- **Cleaning the workplace and management of waste:** For example, regular and thorough cleaning of all equipment and hand contact surfaces.
- Setting clear use and cleaning guidance for toilets/changing rooms.

Workforce management:

- Minimising contacts around transactions, for example considering using contactless payments including tips where possible
- Staggering shift start times minimising employee congregation at entrances and exits
- Ensure the premises is well ventilated by keeping doors and windows open
- Keep music or background noise to a minimum to stop customers from speaking loudly or shouting
- Ensure Covid training is undertaken for staff, this could include, the use of cleaning and disinfecting PPE, new ways of working etc
- Allow sufficient break time between classes held in studios to appropriately clean the studio and equipment
- Fitness equipment should be appropriately spaced with a suitable margin for adequate circulation or one way routes
- **Inbound and outbound goods:** For example, considering methods to reduce frequency of deliveries, like ordering larger quantities less often ensuring suitable storage facilities are available
- **Travelling to and from work:** People from a household or [support bubble](https://www.gov.uk/guidance/meeting-people-from-outside-your-household#making-a-support-bubble-with-another-household) (www.gov.uk/guidance/meeting-people-from-outside-your-household#making-a-support-bubble-with-another-household) can travel together in a vehicle.

Where you can find more information:

- **Working safely during coronavirus** - www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/5-steps-to-working-safely
- **Indoor leisure facilities** - <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/providers-of-grassroots-sport-and-gym-leisure-facilities>
- **Cleaning in a non-healthcare setting** - www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings
- **NHS test and trace: workplace guidance** - www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance
- **HSE Guidance** - www.hse.gov.uk/news/working-safely-during-coronavirus-outbreak.htm
- **Social distancing**- <https://www.gov.uk/government/publications/how-to-stop-the-spread-of-coronavirus-covid-19/how-to-stop-the-spread-of-coronavirus-covid-19>

Actions in an outbreak: what you should do if you suspect an outbreak

When should I suspect an outbreak? People with symptoms (see [Guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#) – see above) should stay home and not come to work, and access testing as stated in current advice. Advice and information provided through contact tracing should be followed by all individuals with symptoms and anyone they have been in contact with.

There is a risk of infection being passed from person to person if someone has:

1. **Symptoms of COVID-19:** (new persistent cough, fever, or a loss of sense of smell and/or taste) or
2. **Confirmed COVID-19:** has received a positive test result for COVID-19 ([Guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)- listed over the page) This risk of passing on COVID-19 is highest if the contact occurred either:
 - 48 hours before the individual developed symptoms or tested positive for COVID-19; or
 - Up to 7 days after developing symptoms or testing positive for COVID-19

Other useful documents:

- [COVID-19: getting tested - www.gov.uk/guidance/coronavirus-covid-19-getting-tested](https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested)