

1. Before training

- a. Note when your squad session is taking place, the start and finish time
- b. Ensure you can access the boat bays and have confirmed both access and locking up arrangements with your squad co-ordinator
- c. As far as possible arrive changed and ready to train, accessing through the roller shutters (wait outside until the key holder has opened up the roller shutter doors)
- d. Leave your kit bag in your boot or, if necessary (e.g. you arrive by bike), under the stairs. **Do not** leave it in any of the bays or next to the roller shutter doors
- e. Where possible, sign in using the QR code sheet appropriate to rowing
- f. Wear mask/face coverings when entering and moving around the building
- g. Use hand sanitizer provided on arrival at the club prior to training

2. When training

- a. You will be allocated boats with co-ordinators ensuring appropriate equipment is available
- b. Prior to using equipment, clean any touch points so you know the it has been cleaned (gates, seats, oar handles, carrying points on boats and launches)
- c. Only one crew per boat bay when getting equipment out and wear face coverings, only taking them off when you are on the water
- d. If carrying launches, clean the touch points prior to putting them on the water and wear face coverings when carrying launches
- e. Coxswains in stern loading boats must wear an appropriate face visor and also cover the cox boat microphone with one of the disposable coverings provided
- f. Remember to use lights at night!
- g. The downstairs toilets are in use but **the changing rooms are not**
- h. In an emergency (e.g. a capsized), the disabled shower may be used

3. After completing your session

- a. After the outing put face coverings back on when returning equipment to the boathouse
- b. Ensure all touch points are cleaned using soap and water (gates, seats, oar handles, carrying points on boats and launches)
- c. If debriefing, keep appropriate distances between you and others at the debrief and other members
- d. Ensure that you or another member present has the means to lock up when you leave
- e. Only the key holder will exit via the club, all others must exit via the boat bays
- f. Key holders to wear face coverings when exiting the club.
- g. Complete your session and leave the premises by the end of your allocated time
- h. If you are last to leave, ensure the roller shutters are down and the lights are out and ensure the doors are locked, shutter down and alarm is set.
- i. If you notice anything that needs attention or replenishing (e.g. paper towels, sanitiser, soap or cloths), please contact your co-ordinator or clubmanager@tynearc.com