

1. Before training

- a. Book your slot using the booking sheet provided and stick to the time slots allocated
- b. Numbers are restricted to allow at least 3m² per person in the weights room – no more than 4 at a time to use the weights room
- c. Ensure you are able to access the club and have confirmed both access and locking up arrangements with your squad co-ordinator
- d. Plan your session to be completed with your 90 minute slot
- e. Where possible, sign in using the QR code sheet appropriate to the training area. We have 3 codes, rowing, land training (erg/weights room) and for use of the bar. If you cannot scan the QR code, your name will be on the booking sheet or track and trace form for the bar

2. When training

- a. To ensure adequate ventilation -
 - a. Weight room double doors to be opened and remain open
 - b. External fire door to be opened – closed after session if no further bookings
 - c. Extractor unit to be turned on prior to session and remain on for session
- b. Users to train within the exercise areas and not to share equipment
- c. Equipment and mats used to be washed with detergent/sprays provided before training
- d. DO NOT use loud music to prevent raising of voices or shouting
- e. Allow time between sessions to complete cleaning process
- f. Dispose of any paper towels used in the bins provided after wiping down equipment
- g. Extractor to remain turned on between sessions (users to take responsibility for checking if next session is booked)

3. After completion of your session

- a. Equipment and mats used to be washed with detergent/sprays provided after training
- b. Surfaces including door handles to be wiped down using detergent sprays provided
- c. If no other users booked, close external fire door and double doors, turn off extractor fan, close the double doors and the external fire door
- d. Ensure that you or another member present has the means to lock up the premises when you leave
- e. Exit club either via boat bays if possible or upstairs, wear face coverings when exiting through the club
- f. If you are last to leave, ensure doors are locked, shutters down and alarm is set.
- g. If you notice anything that needs attention or replenishing (e.g. paper towels, sanitiser or equipment), please contact clubmanager@tynearc.com