



RETURN TO RESTRICTED TRAIL COMPETITION

IN A COVID-19 SECURE SETTING FINAL

For competition from 21st September 2020

Contents

1. THE RETURN TO COMPETITION FRAMEWORK.....	2
2. OVERVIEW	3
3. HEALTH AND WELFARE.....	5
4. COMPETITON PLANNING TIMELINES	7
5. COMPETITION PLANNING AND COVID SECURE ENVIRONMENTS.....	8
6. COMPETITION MANAGEMENT	10
7. RISK ASSESSMENT TEMPLATE	14
8. FIRST AID AND MEDICAL SUPPORT	15
9. OFFICIALS AND VOLUNTEERS	16
10. TRAIL PERMITS	17
APPENDIX 1 – COVID-19 COORDINATOR ROLE	18
APPENDIX 2 – INFORMATION POSTERS.....	19

1. THE RETURN TO COMPETITION FRAMEWORK

The return to competition framework is subject to the ongoing Covid-19 situation and further easing of restrictions, subject to government guidance. However, local lockdowns or a national reintroduction of restrictions does mean that Steps can be subject to change.

					WE ARE HERE
	Phase 1	Phase 2			Phase 3
UK Government Step	Step 0 STAY HOME	Step 1 STAY ALERT	Step 2 STAY ALERT	Step 3 STAY ALERT	Step 4 Return to normal
Date	March 2020	June 2020	From 4 th July 2020	From 4 th August 2020	
What it means for athletics and running training	<p>Personal exercise only from home location</p>	<p>Exercise outdoors only</p> <p>2 people can exercise together provided they maintain social distancing</p> <p>A coach and one athlete can train together provided they maintain social distancing</p>	<p>Exercise outdoors only in 'bubbles'</p> <p>Small groups (6) can exercise and train together provided they maintain social distancing</p> <p>A coach and a small group (1:5) can train together provided they maintain social distancing</p>	<p>Exercise outdoors and indoors</p> <p>Larger groups can exercise, and train together provided they maintain social distancing and are within a Covid secure environment</p> <p>A coach and a larger group can train together provided they maintain social distancing (coaching ratio 1:12)</p>	<p>Exercise outdoors and indoor with special distancing</p> <p>Larger groups can exercise, and train together provided they maintain social distancing</p> <p>A coach and a larger group can train together provided they maintain social distancing</p>
Where	Public outdoor spaces	Public outdoor spaces	Public outdoor spaces and outdoor athletics venues that are open	Public outdoor spaces, outdoor athletics venues and open indoors	Unlimited
Number of people training	1 person or household groups only	Up to 2 people unless in household group	Up to 6	Larger within a Covid secure environment	No restrictions in place
Number of people in trail competition	No competition	No face to face competition	Virtual, No face to face competition	<p>Larger numbers in a Covid secure environment for trail racing. See trail competition guidance as in this document</p> <p>Permit application needed through TRA Event Plan and risk assessments</p>	Unlimited no restrictions

2. OVERVIEW

This document is in place to facilitate a safe, limited return to trail competition in a [Covid-19 secure environment](#).

As such competition **MUST** factor the following key (not exclusive) elements into their competition planning:

- All competitions must adhere to the Covid-19 secure guidance and work with the return to competition documentation. This is based on the current government advice on risk mitigation through social distancing and hygiene with a careful assessment of risk at the start and finish and on the course so that all Covid-19 requirements can be maintained.
 - Appoint a Covid-19 Coordinator for the event [see appendices]
 - Comply with government guidance on social distancing. In England this is 2m or 1m+ i.e. with other risk mitigations in place.
 - Encourage all complete and submit a pre-event health self-assessment [\[here\]](#)
 - Self-assessment of health prior to an event must take place by a prospective participant.
 - Clear communication with all participants should be carried out prior to the event, detailing procedures and plans. This should include guidance for coaches, team managers, spectators as well as officials and volunteers and any external contractors.
 - Travel to competitions should follow guidance within the team sport framework and Covid secure material about [getting to events](#). This applies to ALL included within a competition, including Officials, Volunteers, Guests and Competitors.
 - **The event should be set up to ensure that social distancing (and hygiene requirements) can be maintained from arrival at the event, through registration, start, racing, finishing and leaving the event. [See event formats]**
 - A permit for all trail events is required. Details of how to apply are contained within the guidance.
 - Engage with local stakeholders from landowners to local authorities to the local communities and emergency services to ensure all are aware of the event and clear of the risk mitigations in place.
 - **All competition must take account of any local conditions or restriction.** It is the responsibility of each competition provider, athlete, coach, and facility, to make that assessment based on their local environment.
- Officials and volunteers are vital to the safe running of competitions. We have detailed specific guidance around appointment of and ensuring the safety and wellbeing of all volunteers in this guidance.
- Course set up and management must undertake with all normal risk assessments but with the addition of Covid risk assessments in place as well. An event management plan and the relevant risk assessments should form part of the permit application.
- This return to trail competition must be considered as a **phased return**. It is likely that numbers and age groups at each event will have to be restricted, and certain events not possible.
- The competition risk assessment must consider mitigations and plans for when activities do not go as expected. Planning scenarios around, for example, an injury occurring and the need to support an individual while Covid secure.

- Competition organisers and clubs may consider using some of the guidance released by Sport England [\[here\]](#) which also details an 'opt in' form for all participants, enabling competitors to acknowledge they are aware of the potential risk associated with the event [\[here\]](#) in **Section 6 of the linked "Legal risks and duties of care when returning to play" document.**
- Athletes will need to be prepared properly before they undertake any competition. Coaches, club managers and parents should ensure any athlete is confident that they are ready to compete.

3. HEALTH AND WELFARE

Event organisers should consider the health and welfare of all attendees at the event. Risk associated with Covid on the day is based upon;

- Droplet transmission and aerosol generation: The risk associated with each action in an activity based on duration and proximity of participants. *An example risk mitigation is maintaining 2m social distancing*
- Fomite transmission: The risk associated with the handling of food containers at aid stations. *An example risk mitigation is for self-support or single user food stacks.*
- Population: The number of participants likely to take part in the proposed activity plus known risk factors of participants with underlying health conditions or high-risk groups, who wish to participate. *An example risk mitigation is online entry and one significant other per entrant so total event numbers are known prior to the event appropriate for the specific venue*

Prior to the event everyone associated with a competition should monitor themselves for any signs of Covid19, as well as general health. Everyone should follow the advice of their GP or medical practitioner in all cases. Anyone showing signs of ill health or COVID-19 **should not attend** the competition, in any capacity. Pre-event communication to all participants must include reminders not to attend the event if they have been unwell in the last 14 days. Anyone self-isolating because of 'track and trace' advice or suspected contact with an infected person should not attend. Anyone, who subsequently becomes ill should contact the Covid19 coordinator for the event and inform them.

A register of competitors, officials and all volunteers associated with the event must be kept for track and trace requirements. Data should be stored securely for 21 days following the event.

Event organisers are not required to have evidence of competitors' pre-health screening; however, information about appropriate health screening should be communicated to competitors in advance of the event and prior to event entry where possible. This is downloadable for competition providers to adapt or use. See [resources section](#) of EA website

Events should include links to the current NHS advice on [coronavirus/Covid-19](#) in correspondence with participants.

It is unclear what impact Covid-19 will have on the long-term health of those who contracted the virus. As a precaution, you should provide your participants the following information:

Covid-19 Health Assessment

- If you were hospitalised due to Covid-19, you should undergo a form of health screening prior to taking part in a competition. This screening is best led by a doctor with specialist training in sports medicine. However other doctors may feel competent to make decisions on your fitness to compete and to decide any appropriate investigations that might be required.

- If you were not hospitalised due to Covid-19, but self-isolated having shown symptoms at any time, you are also recommended to undergo a form of screening.
- If you have felt entirely well during the pandemic, you are not routinely recommended to undergo health screening, but it is something to be considered as part of your normal health monitoring for the health-conscious competitor. Your GP should be able to guide you on what level of screening you may require, and who is the best person to assist you in the process.
- Individuals who fall into the 'vulnerable' or 'clinically extremely vulnerable' must assess their own risk in association with attending any events and follow government guidance in this area. Individuals who are not themselves 'vulnerable' or 'clinically extremely vulnerable' but are in contact with individuals in these descriptions should make a personally informed decision about attending any event.

Support on Health and Safety guidance documents are available [here](#)

4. COMPETITION PLANNING TIMELINES

- 1 August 2020 virtual trail competition in accordance with TRA guidance begins
- 21 September 2020 updated guidance for a limited return to trail competition released
- 21 September 2020 applications open for limited trail competition opens
- 21 September 2020 limited trail competition in accordance with these begins

Please apply for your permit as far in advance as is practicable, based on the information required. Permit applications should, ideally, be made at least three months ahead of the race. Permit applications made less than four weeks before the day of the race may be declined.

5. COMPETITION PLANNING AND COVID SECURE ENVIRONMENTS

- Permissions and agreement must be sought from local authorities, where the event is to use public rights of way, including public footpaths and bridleways, and from landowners or occupiers where private paths are to be used . Event organisers should provide clear information, an event management plan, to the local authority, landowner, or occupier regarding the measures they will put in place to ensure a Covid secure environment, as well as seeking information from the landowner regarding their own measures.
- Where a trail course with access to the general public as well as the trail participants, is used, it may not be possible to ensure a Covid secure environment. However, if competitors and the general public can be assured of maintaining social distancing and hygiene then the event can still continue. Event organisers may need to consider the following:
 - alternative routes
 - agreements with the local authority, landowner, or occupier to temporarily close a section to the general public
 - additional marshalling or use of ‘barriers/tape’/signage to ensure social distancing and communicate with the general public
 - clear setting of behaviour codes for runners engaged in an event that shares paths with the general public to maintain social distancing and recognise shared usage of paths/trails
- Competition providers need to be aware of any local lockdown restrictions enforced in their area at short notice. If you are delivering a competition event, and local lockdown restrictions are put in place in your area, organisers must contact the local authority for further advice.
- Appoint a named Covid-19 coordinator for the event (see appendices for Covid-19 coordinator responsibilities) and proceed to work with the venue management on planning for the event ensuring a clear event management plan and all risk assessment procedures are in place for Covid-19, and all other risks. Although not ideal, the Covid-19 coordinator could be the Race Director or other individual involved with the organisation of the race. We would encourage these roles to be carried out by two individuals.
- Consider how you would manage anyone on site who does not comply with all the Covid-19 processes and procedures that you put in place.
- Ensure consideration is given to the wider community health provision. Local emergency and health services should be contacted to ensure they are aware of the event and potential ramifications of holding the event in the locality.
- Ensure there is adequate PPE on site (face masks/gloves) for those who need it due to their duties , who may arrive without suitable PPE, or who may ask for it. Anyone working indoors must be provided with a face mask.
- Analyse how many people the start/finish area and the trail route can cater for while maintaining all social distancing and hygiene requirements. This will dictate the number of participants at each event. Be aware some events may not be possible due to restrictions and others may need to be adapted. Guidance on events are detailed later in this document. Small and local competitions are encouraged.
- Food and beverage provision must adhere to any current Government guidelines. Officials and other volunteers should be informed of food and beverage arrangements prior to the event and informed if they need to provide their own.

- Ensure good hygiene and social distancing is maintained when collecting and distributing numbers, bibs or chips.
- All results for competition should be managed virtually. Results boards are not permitted at the competition.
- Noise at the venue should be minimised in line with the following Government Guidance: “All venues should ensure that steps are taken to avoid people needing to unduly raise their voices to each other. This includes - but is not limited to - refraining from playing music or broadcasts that may encourage shouting, including if played at a volume that makes normal conversation difficult. This is because of the potential for increased risk of transmission particularly from aerosol and droplet transmission.”

6. COMPETITION MANAGEMENT

Trail Events

- An event management plan taking into account Covid-19 issues should be produced. This plan will detail how the event is going to be run and will include risk assessments for the running of the event and Covid.
- Consideration should be given to
 - Communication to all participants and other stakeholders
 - Course management
 - Health, safety and wellbeing of all attending
 - Arrival and departure from the event
 - Social distancing must be maintained for all events lasting longer than 15 minutes
 - For events lasting shorter than 15 minutes, following the adapted [team sport framework](#) for athletics, up to 12 athletes can race encroaching into the 2m social distancing.
 - This means mass starts are not allowed. Starts should be formed of socially distanced waves with numbers that enable all competitors to maintain social distancing at all times.
 - Wave starts should be considered with chip timing
 - Alternative competition formats e.g. interval starts, should be considered.
 - Phasing of start times to minimise the overall number of competitors at the start at any one time
 - Careful consideration should be given to any course that involves laps and the potential for pinch points to be created.
 - Spitting is forbidden.
 - **A register of all participants and attendees at the event must be kept for track and trace purpose for 21 days.**

Event areas

- The start and finish areas, and feed stations, should all be set-up as [Covid-19 secure environment](#).
- Numbers of attendees should be known prior to the event so that space can be managed
- Build and removal of all start, finish and feed stations areas should be completed adhering to Covid-19 guidance

Pre-event communication

- Clear instructions on all areas of the course should be communicated to participants prior to the event. This should include, Covid compliant instructions around;
 - Getting to the start, parking, registration. Clear arrival at site times for different waves.
 - Start and Finish area planning
 - Warm up instructions
 - First aid and retiring from the event instructions
 - Toilet facilities

- Mandatory kit
- Racing instructions including the need to social distance, consider other users of trails if 'open' and clear policies on over-taking, especially on single-track.
- Feed station instructions
- Detailed course plans highlighting any areas of single track or 'no over-taking' areas
- The requirement for all to maintain social distancing
- Results communication
- Departure from the event site

The Start

Mass starts are currently not allowed and as such careful consideration must be given to alternative competition formats. Event organisers should consider:

- Maximising the space available at the start line.
- Marking start lines with 2 metres grids
- Using wave starts and/or seeded races with faster runners leaving first
- Maximising the length of starting straights or starting loops before courses narrow.
- Reduce the dwell time before the start to an absolute minimum. Move participants rapidly to the start line so they don't gather

The Course

- Careful planning of the course to ensure social distancing from other competitors and the general public should be undertaken. Clear signage and communication with all attendees to ensure all Covid-19 guidance is adhered to prior to the event should be undertaken.
- The density of runners on the course should allow for socially distanced overtaking. Organisers should aim to map courses that reduce the need for competitors to take a tight racing line, thus reducing the need for packing in races.
- Single lap courses to minimise the need for lapping and over taking should also be considered.
- Red flagging areas of the course that are single track to indicate no over-taking

Feed stations

- Consideration should be given to requiring competitors to be self-supporting
- Stations should be managed so that the potential for fomite transmission is minimised.
- Hand sanitising stations should be set up at the entrance to all feed stations
- Consideration should be given to pre-packed food parcels for competitors or packaged food that competitors can pick up easily. Competitors should be responsible for wrappings. Bins should be provided at feed stations that can be used without fomite transition
- Water and fluid stations should be provided so that access can be made without fomite transmission. Competitors should use their own cup at all times.

The Finish

Race organisers should consider the following with regards to the finish area.

- Organisers should ensure that finishers are dispersed quickly away from the finish line and should take measures to guide participants safely away from the event site.
- Ensure competitors avoid lying or sitting down in the finish area (unless in the case of medical need/problems). Identify a pool of volunteers on duty at the finish line to support runners and then encourage them to keep walking and not to stop. These volunteers should wear PPE appropriate to their role and have hand washing/sanitiser facilities available.
- Following their finish, all competitors must be directed to an open space and organisers should have a plan to disperse everyone off site as efficiently as possible.
- Competitors should remove their own chips, if used. If they are unable to do so, assisting volunteers should wear PPE. Organisers should factor in chip removal and the flow of finishers to enable social distancing to be maintained and competitors to move out of the finish area as quickly as possible.
- Organisers should consider how to manage supporters and spectators at the finish area. This will be dependent upon the area available so all can socially distance. A 'Competitor plus one' policy may be needed at the finish area and the organiser should set up a Covid secure area where all attendees are signed in or pre-registered. All attendees to the finish area should be encouraged to leave the area as quickly as possible.

Spectators

- Spectators are permitted at events as per the government guidance. Numbers at the start and finish should be controlled to ensure social distancing. Given the nature of trail events spectating on course by the general public should not impact on Covid-19 control, however, event organisers should identify any areas of the course that may attract larger numbers of spectators and ensure that control mechanisms are in place to ensure social distancing and fomite risks are mitigated.
- Spectators attending Covid secure areas at the start, finish and feed station areas must be pre-registered, must maintain social distancing, but can gather in groups of up to 6, ensuring social distancing is adhered to.
- A register of all these individuals should ideally be kept electronically. Consider using Google forms, linked to an opt in, and self-assessment form for Covid-19. **To view a 'how to' video for Google Forms creation click [HERE](#)**
- **Data Protection**
- You should assist the NHS test and trace programme by keeping a register of all attendees at the competition. This information must not be held for longer than 21 days. Further information can be viewed on the Sport England website, [HERE](#), and the Government website [HERE](#)

Post competition

- Post competition the venue must be returned to its original state and is thoroughly cleaned in line with the venue and government guidelines.
- Each competitor must be briefed to ensure if they do show signs of Covid-19 within 48 hours of the competition the competition provider must be informed so all competitors can be contacted. This is in line with the Government Test and Trace system. UKA must also be notified if there is a positive Covid-19 case following the competition – [HERE](#).
- **Should the unfortunate instance arise that someone from the competition tests positive for Covid-19, an example email [HERE](#) can be used to advise the 'next steps' for everyone in attendance at the competition.**

Considerations for your Risk Assessment should include (this is not exhaustive)

- Consider use of clear signage to ensure social distancing and route finding around the venue.
- Race organisers and providers may consider appointing a dedicated person to ensure that signage information is being adhered to and the flow of the competition is being followed throughout the duration of the competition. This person(s) should be provided with a Hi-Viz jacket, facemask and hand sanitiser.
- Hygiene/cleaning requirements meet Covid-19 guidance.
- Ingress and egress maintaining social distancing for all.
- Potential pinch points or areas where people may gather (entry / exit / start / finish / the course) should be monitored and where possible signage or markings indicating 2m social distancing required be put in place
- Routes from parking to the event area for all competitors, spectators, and officials/volunteers.
- Changing facilities, being an indoor area, are currently not to be made available
 - Toilet allocation is provided meeting all guidance on hygiene/cleaning and social distancing requirements
 - Preparation and planning for the potential occurrence of injuries or other accidents should be in place.
 - Weather contingency plans.
 - How will you communicate all the risk mitigations and plans for the competition to those attending your competition?

7. RISK ASSESSMENT TEMPLATE

Each competition provider must create a Risk Assessment for their competition as normal but also outlining how transmission risks will be mitigated throughout every element of the competition. There is a generic Risk Assessment document on the UKA website – link below. In appendix 7 there is a Competition Provider Risk Assessment guidance document. While the guidance document will not include everything applicable to your competition, use it to begin thinking about what would need addressing in each area of your competition.

Download Risk Assessment Template [HERE](#)

8. FIRST AID AND MEDICAL SUPPORT

Standard event organisation requirements for medical support will continue to apply.

It is the responsibility of the First Aider not the competition provider to ensure that they adopt all necessary steps to comply with Government guidance around treatment of injury. The competition provider should ensure the First Aider has reviewed the COVID-19 Guidance for First Responders Race organisers should ensure the following, alongside their requirements for medical provision:

- Protocols - All participants, officials, volunteers and spectators must undergo a self-assessment for any Covid-19 symptoms, which are: a high temperature; a new, continuous cough; or a loss or change to their sense of smell or taste. No-one should leave home for an event if they, or someone they live with has symptoms of Covid -19.
- Temperature check prior to accessing a Covid secure start and finish area is not mandatory, however if you have this facility it would be advisable to use this. This would not negate the requirement for self-assessment prior to entrance into the competition venue.
- A separate area (isolated room with a door or standalone marquee) must be made available at the start and finish areas for isolation purposes in case someone at the competition begins displaying signs of COVID-19.
- First Aiders must wear full PPE when assisting attendees.
- Any event First Aiders with additional needs should consider making their own provision as they may already be doing on a day-to-day basis.
- Event First Aiders should adhere to the current Government guidelines for first responders treating patients during the pandemic. [COVID-19 Guidance for First Responders](#).
- Injury management - Event organisers, in conjunction with local NHS services, should ensure there are no detrimental impacts of staging the event on the wider community and healthcare systems. - Injuries during the event should still be treated as participant wellbeing is paramount. Medics or first aiders, should keep a record of each participant they have come into contact with for track and trace purposes.

9. OFFICIALS AND VOLUNTEERS

- Competition providers must put in place a risk assessment around volunteers and officials and ensure that all events can be managed to meet the latest guidance on COVID19 as well as meeting licensing (i.e. permitting) and event needs.
- Any government guidance around PPE or where relevant vulnerable individuals must be followed.
- We would recommend volunteers and officials are provided with facemasks and cleaning stations to enable regular sanitising of hands
- Communication of the safety and wellbeing measures being put in place for volunteers and officials should be made prior to the event.
- A register of all volunteers and officials should be kept for track and trace purposes
- Volunteers and officials briefing to take place outside and/or virtually prior to the event taking place
- Officials and volunteers appointed in a role which will have face to face contact with other people, less than 2m and for 15 minutes or more, must wear appropriate PPE. This must be provided by the competition provider.
- Any official or volunteer who will work indoors must be provided with a face mask to wear for the duration of their activity.
- Any Official or Volunteer cleaning surfaces must be properly equipped. **Please see guidance [HERE](#) for cleaning in a non-healthcare setting.**

10. TRAIL PERMITS

Permit applications will open on the 21st September 2020 for trail races organised in accordance with this guidance. [Click here](#) for a Trail permit application. The permit will be approved as soon as possible but it is essential all competition organisers have included all the information requested to facilitate the process.

UKA public liability cover will apply to trail competitions that are promoted by an affiliated Competition Provider and hold an approved permit. A permit will only be awarded if all Covid-19 regulations are applied to the competition.

DISCLAIMER

Please note that the subject matter covered in this guidance is in no way exhaustive and the material does not stand on its own nor is intended to be relied upon as a substitute for obtaining specific legal advice. Individual circumstances will differ. The information contained in this guidance is given in good faith but any liability of England Athletics Limited or its professional advisors (including their respective members or employees) to you or any third party which may arise out of the reliance by you or any other party of the contents of this guidance is hereby excluded to the fullest extent permitted by law. England Athletics Limited and its professional advisors accept no duty of care or liability for any loss occasioned, whether caused by negligence or otherwise, to any person acting or refraining from actions as a result of any material in this guidance. We would strongly recommend that you consult professional advisors on specific issues before acting or refraining from action on any of the contents of this guidance.

This guidance has been prepared by England Athletics Limited

© England Athletics Limited 2020. All rights reserved. Reproduction of any material from these publications is permissible only when attributed to England Athletics.

APPENDIX 1 – COVID-19 COORDINATOR ROLE

- The COVID-19 coordinator is responsible for reviewing each area of the competition and asking pertinent questions to ensure that EA and Government Guidance is adhered to throughout the competition. We would advise that this role is separate to the meeting manager, and ring fenced for only this role to ensure they can oversee the full operation of the competition.
- Competition Providers should appoint a designated COVID19 coordinator (preferably with experience in health and safety in a professional or volunteer setting) whose responsibilities include:
- Liaising with the facility manager / landowner / local authority in relation to all matters concerning COVID19
- Assisting to produce site-based risk assessments ensuring that COVID compliant processes and protocols are in place
- Ensuring all necessary level of risk mitigation are in place prior to competition
- The coordinator is responsible for alerting the meeting manager to any situation which contradicts the Covid-19 procedures which have been put in place for the competition.
- Competition Providers should ensure they are prepared and have planned for circumstances where injuries or other accidents occur, and they have mitigating procedures and plans in place to resolve the issue while maintaining all government guidance ensuring compliance of social distancing measures during training sessions
- Ensuring that volunteers/Officials, coaches / leaders, athletes, and parents / guardians are adhering to this guidance.
- Ensuring that the competition complies with the facility restrictions and guidance.
- There must be a clear line of responsibility adopted at the competition to ensure compliance is achieved. We recommend that the duty of command is as such that issues are reported in the first instance to the Covid-19 coordinator, who will attempt to resolve the situation, if that is not possible then the meeting manager is informed to pursue further, appropriate action in line with the competition risk assessment.

APPENDIX 2 – INFORMATION POSTERS

It is important that posters are displayed upon entrance to your competition to remind people not to attend should they be showing signs of the virus, and also to reinforce the message that Government Guidelines are being adhered to at the competition. Liaise with your venue in the first instance. A collection of NHS information posters can be viewed [HERE](#)

Event specific social distancing merchandise can be found [HERE](#). Other suppliers are available. EA posters for competition providers to use can be found [HERE](#)



Examples:

