

# Guidance for Tennis Venues, Coaches & Players in Wales

**COVID-19: RETURN TO PLAY  
PLAY SAFE GUIDELINES - RETURN TO PLAY**

**UPDATED 14 SEPTEMBER 2020**

**VERSION 5**

## INTRODUCTION

We know how important it is for people to be active, and the particular role tennis can have in the physical and mental wellbeing of those that play it. By its very nature, tennis is an activity whereby close person to person contact can be avoided.

Based on the Welsh Government guidance and adjustment of lockdown restrictions, Tennis Wales & the LTA have developed a set of practical guidelines to follow so that tennis can be played in Wales during the Covid-19 pandemic, where the local environment allows.

We have indicated the key additions and updates to these guidelines for Version 5 of this document with **(NEW)** and **(UPDATED)** on the following pages.

These guidelines apply to both Tennis and Padel, and outline adaptations so that tennis activity can be enjoyed in a way that is in line with Welsh Government advice and helps to prevent the spread of COVID-19. They include measures to limit hand to shared surface contact and minimise unnecessary interactions with others.

**IMPORTANT: This Return to Play document is national (Wales) guidance.**

**Where a local lockdown is in place alternative measures and guidelines may be in place – venues, coaches, officials, parents/guardians and players in these areas are advised to check our main coronavirus information page at [www.lta.org.uk/coronavirus](http://www.lta.org.uk/coronavirus) before playing. Detailed information and guidance on local lockdowns and associated restrictions can be found on the Welsh Government website [here](#)**

## VENUES

Tennis venues across the country are all different and operate in different local contexts. Making an assessment of whether a safe exercise environment can be provided depends on a range of factors, which apply differently at each venue. It is the responsibility of each tennis provider, coach and facility to make that assessment based on their local environment.

## COACHES

Coached sessions should be limited to group sizes of no more than 30 people, including coach(es), meaning normal group size limits that were in place for your coaching programme/business prior to lock down may now be possible.

Coaches and coaching providers across the country are all different and operate in different local contexts. Making an assessment of whether a safe exercise environment can be provided depends on a range of factors, which apply differently at each venue. It is the responsibility of each tennis provider, coach and facility to make that assessment based on their local environment.

## PLAYERS

Both singles play and doubles play is now permitted with people from outside of your household in organised sport, as long as you remain 2 metres apart – meaning that four people from different households can play doubles both outdoors and indoors.

Given the length of time tennis activity has been suspended, it is advised that anyone returning to court eases themselves back in to play gently.

Please be aware that not all facilities may be open, as venues will need to make an assessment based on their own individual circumstances as to whether they feel they can facilitate safe play at their venue. Where they chose to remain closed please respect this decision.

Should you have any questions, [please refer to the FAQs on the LTA website.](#)

## **FACE COVERINGS (NEW)**

It is now a legal requirement for all people e.g. staff, coaches, officials, competition organisers, customers (players/parents/spectators) and volunteers aged 11 and over to wear a face covering when in public spaces indoors in Wales. This applies to all leisure, sport and recreational venues including club houses.

A face covering may be removed when eating and drinking in a designated café, bar or restaurant and when playing tennis or exercising. A face mask **MUST** be worn at all other times, before & after taking part in an activity.

For detailed guidance on face coverings and people exempt due to medical reasons and other factors please visit the Welsh Government website [here](#).

## **SAFE ATTENDANCE AT A TENNIS VENUE, CLUB OR COACHING PROGRAMME (NEW)**

Any person (player, parent/guardian, coach, volunteer, committee member or employee etc.) must only leave home to attend a tennis venue, club or coaching activity for any purpose if they can confirm that:

- They do not currently have symptoms of COVID-19 (new persistent dry cough, fever, loss of or change to sense of taste or smell)
- They have not had a positive test for COVID-19 or onset of symptoms of COVID-19 in the last 10 days. (Individuals who have completed their period of isolation (10 days) and have no remaining symptoms (other than a dry cough or loss of taste or smell which can last for some time) may return to normal activities)
- No member of their household has had symptoms of COVID-19 or has tested positive for COVID-19 in the last 14 days
- They have not been contacted by a contact tracer from the Test, Trace and Protect Programme and told to isolate in the last 14 days as a contact of someone with confirmed COVID-19.
- They have not returned from a country outside of the UK in the last 14 days, other than those on the [exempt list](#).

**Anyone who is symptomatic should not take part in tennis or attend a tennis venue or club. They should immediately self-isolate (as well as their household), follow the Welsh Government's [self-isolation guidelines](#), and apply for a [Coronavirus test](#).**

## **APPOINTING A COVID-19 RESPONSIBLE PERSON (NEW)**

Welsh Government guidance advises sports clubs to appoint 'responsible officers' for Covid-19 matters. Tennis is a sport that was able to return to play early, and as such this role will already be in place to support your safe return to tennis activity.

**To ensure best practice and for Tennis Wales to provide on-going support to a dedicated point of contact we require Tennis venues to appoint a Covid-19 responsible person and to keep us informed of that individuals contact details should they change.**

A venue/club Covid-19 responsible person will simply manage and ensure that the required processes and information are put in place and monitor compliance with the current guidance and legal requirements. The responsible person will:

- Be an existing member of the club/venue.
- Be responsible for oversight of the Covid-19 risk assessment(s) at the venue/club – ensuring they are up to date and completed in a timely manner.
- Ensure the necessary level of risk assessment and risk mitigations are in place and acted on.

- They will be responsible for ensuring that the venue/club adheres to the return to play guidance responsibilities within their local context.
- Ensure the venue and its activities have an appropriate process for collecting information to support Test, Trace, Protect.
- Be a point of contact for liaison with Tennis Wales for reassurance and guidance along with bodies (e.g. Test, Trace, Protect) in relation to Covid-19.

Online Covid-19 awareness training is available for a Covid-19 responsible person and any other venue/club representative and coach via the Welsh Sports Association, further information and how to book can be found [here](#)

## **WELSH GOVERNMENT TEST, TRACE, PROTECT (TTP) (UPDATED)**

Clubs, venues, coaches and competition organisers must implement an appropriate and thorough record-keeping system. This will support the Welsh Government's 'Test, Trace, Protect' (TTP) strategy in terms of staff on duty at the club or venue, and individuals using the facilities to ensure they can be traced, contacted, advised to self-isolate and be tested (if required) accordingly for Coronavirus by TTP.

**For indoor venues and those providing hospitality services it is a legal requirement to retain contact details of users for TTP purposes for a period of 21 days.**

This is in the event of individuals being defined a close contact of a person having used the facilities, or been working at the venue, at the same time as an individual, or staff member, who has since tested positive for Coronavirus.

**Contact Information Required - The following details should be taken:**

### **Staff/Coaches/Volunteers:**

- Name of staff who work at the premises.
- A contact telephone number for each member of staff.
- The dates and times that the staff are at work.

### **Members, participants, customers and visitors:**

- The names of customers or visitors, or if it is a group of people from the same household, the name of one member of the group – the 'lead member' of that group.
- A contact telephone number for each customer or visitor, or if this is a group from the same household - the 'lead member' of that group.
- Date of visit and arrival and departure times.

Welsh Government Test, Trace and Protect information, which can be used to show your customers, if required, can be found [here](#). For further information, visit

- <https://gov.wales/test-trace-protect-process-summary-html>
- <https://gov.wales/test-trace-protect-your-questions>

## **How Test, Trace and Protect (TTP) Works (NEW)**

It is important to understand how TTP operates to ensure that it is effective. How it works:

- The person who suspects they may have Covid-19 (or has symptoms) should immediately self-isolate (as well as their household), follow the Welsh Government's [self-isolation guidelines](#) and apply for a [Coronavirus test](#).
- If the test is positive, they will be contacted by TTP.
- TTP will request details of close contacts the infected person has had since two-days prior to the first symptoms
- TTP will contact each person that has been in close contact with the infected person. This is when your organisation will be contacted.

- You need to give TTP all the details of those in attendance at the date and time TTP request.
- TTP will not tell you who has tested positive unless the individual has given permission.
- If you are told, Information given to you is **confidential**.
- **Do not contact anyone yourself, it is the role of TTP to do this.**
- The process is outlined here: <https://gov.wales/test-trace-protect-guidance-employers>

### **What to do if someone advises that they have Covid-19? (NEW)**

If someone who has been at your venue calls to inform you that they think they have COVID-19 or have symptoms, urge them to self-isolate (as well as their household), follow the Welsh Government's [self-isolation guidelines](#) and apply for a [Coronavirus test](#).

### **What should you do? (NEW)**

- Remain calm; the symptoms they are experiencing may not be Covid-19.
- Urge them to self-isolate (as well as their household), follow the Welsh Government's [self-isolation guidelines](#) and apply for a [Coronavirus test](#).
- Treat the conversation as **confidential** but make your venue Covid-19 responsible person is aware.
- Do not contact other people who may have been at the session. This is the responsibility of TTP.
- Review what cleaning may be required, clear government guidance on this is available [here](#)

### **IMPORTANT NEW ADVICE FROM WELSH SPORTS ASSOCIATION ON TTP –**

**CONSENT is NOT required to use contact information for TTP.** The terms upon which any individual can participate in an activity can be defined by Tennis Wales, the club, venue, coach or competition organiser (all referred to as 'organiser' in this section only for clarity).

If the organiser asks for consent for contact details to be passed to the Test, Trace and Protect Service (TTPS) and this consent is refused, the organiser will not be able to refuse entry to an activity without breaching data protection law. This is because the club has made the consent conditional and not a free choice. The WSA recommend that you avoid using consent for this purpose.

On the basis that the Welsh Government advice requires sports activities and events to be organised, it is, therefore, reasonable for the organiser to insist on having contact details so that changes to any event can be communicated quickly to avoid any unnecessary gathering or travel. It is at the organiser's discretion whether to advise participants that their details will be passed to the TTPS in the event of a COVID incident. The organiser would need to consider if this will cause fear and put people off or instil confidence.

Under the data protection law, participants **DO NOT** need to be advised that details will be passed on to TTP. The law allows the organiser to pass their details to TTP without consent.

### **RISK ASSESSMENTS (NEW)**

Completion of a risk assessment to plan, prepare, and mitigate risks linked to COVID-19 is an essential requirement of safe return to play. A template risk assessment along with poster resources to maintain social distancing and good hygiene can be found in the LTA Resource Library [here](#)

Risk assessment is about identifying sensible measures in a timely fashion to control the risks in your tennis venue and the services (e.g. coaching) you provide. The development of a risk assessment will help you decide whether all necessary issues or risks have been addressed and help inform decisions and control measures for your specific club/venue context.

The risk assessment and risk mitigation plan should be sufficient to ensure that activities can be run safely, in a manner that conforms to **Welsh Government legislation and guidance** and appropriately protects all individuals involved (e.g. players, coaches etc.). Your risk assessment should be reviewed regularly to ensure that it remains relevant and appropriate under changing circumstances.

**Your Risk Assessment should include clear protocols to manage any person who becomes symptomatic at your venue.** You should:

- Have a plan to immediately isolate the person at the venue.
- For them to return home promptly to self-isolate and follow the Welsh Government's [self-isolation guidelines](#), and apply for a [Coronavirus test](#).
- Your Covid-19 responsible person should be immediately informed if they have not been involved with identifying and isolating the case at the training venue.

Your venue risk assessment should also outline:

- Clear protocols to provide/display clear/regular messaging to individuals that anyone displaying symptoms of Covid-19 should not turn up for training or to play.
- Clear protocols to support the Welsh Government's [Test, Trace, Protect](#) strategy.
- How people returning to play from self or household isolation due to suspected or confirmed cases of Covid-19 or other Covid-19 related reasons (such as having to isolate as part of a household where a member[s] was suspected or confirmed as having Covid-19) will be medically assessed prior to return (e.g. symptom check or confirmation from a medical professional such as a GP).

**A risk assessment and risk mitigation plan must also be prepared for single sporting events and competitions, such as group coaching sessions.**

[Training for sport and leisure operators / coaches and clubs](#) relating to Covid Awareness and Duty of Care training including risk assessments, relating to the Welsh Government Coronavirus Regulations are available through the Welsh Sports Association.

**IMPORTANT: Anyone who is symptomatic should not take part in tennis or attend a tennis venue or club. They should immediately self-isolate (as well as their household), follow the Welsh Government's [self-isolation guidelines](#), and apply for a [Coronavirus test](#).**

*Detailed guidelines for players, venues and coaches are provided on the following pages.*



# GUIDELINES FOR TENNIS VENUES

## VENUE MANAGEMENT

- Ensure your club committee / management oversees and maintains the implementation of measures. Venues are advised to take time to ensure they reopen safely, rather than rushing
- All activity should be consistent with the Welsh Government guidance regarding health, travel, social distancing and hygiene at all times
- Venues must consider safety first, particularly minimising the risk of infection/transmission. A thorough risk assessment must be undertaken (or updated if one previously done), and appropriate measures put in place to ensure participants, staff and volunteers are protected. A risk assessment template is available from the COVID-19 section of the venue [Resource Library](#) on the LTA website and in line with [Welsh Government sport, recreation and leisure guidance for a phased return](#) at all times.
- Guidelines will be updated as we progress through the different phases of Government measures – Tennis Wales remains in discussions with Government and so we recommend you check the official position at [www.lta.org.uk/coronavirus](http://www.lta.org.uk/coronavirus) on a regular basis to stay abreast of the latest recommendations
- Any measures venues put in place to enable tennis activity to resume need to be capable of being flexed or changed quickly if tighter restrictions on movement/social distancing are reintroduced in the future or when the restrictions are further relaxed
- Follow Government guidelines with regards to keeping a temporary record of customers for 21 days to assist the test, trace, protect programme.
- This guidance is applicable to both outdoor and indoor tennis venues.

## FACILITIES

- Both indoor and outdoor tennis courts can now be open for activity.
- From Monday 10<sup>th</sup> August, both indoor playing and coaching facilities along with club changing room facilities were able to re-open, providing they can be operated safely within Welsh Government Guidelines. Please refer to the [Welsh Government sport, recreation and leisure guidance for a phased return](#) at all times for detailed guidance. Further guidance around the re-opening of indoor sport and leisure facilities is available from UK Active, please [click here](#).
- Clubhouses and pavilions can be opened for the public to access outdoor courts, use the toilet, or purchase food and drink (see additional [guidance](#) on catering).
- Toilet facilities can be opened if the venue wishes, but particular care should be taken by those using them and those cleaning them. Where they are open, ensure soap and water is provided.
- For detailed guidance on cleaning of facilities, please refer to Government cleaning advice [within a non-healthcare setting](#).
- All Gym and club social spaces can now reopen, subject to maintenance of 2 metre social distancing at all times.
- Ensure nets are maintained at the appropriate height to avoid players having to adjust them, and remove net winders
- If your courts require dragging (e.g. clay) or drying after rain, have a nominated person to do this or make disposable gloves and spray available for players to use
- Remove any other unnecessary equipment and items from courts, and ensure appropriate cleaning measures are in place items that remain place. Equipment such as benches may be returned if necessary to provide support to participants, but regular and appropriate cleaning must be undertaken by the venue.

## SERVING FOOD & DRINK

- Bars, cafes and restaurants, including any food or drink facilities inside a clubhouse, can open – consumption is permitted on site (indoors and out) – this should only be done in

accordance with the [latest guidance on the Government website](#) for this, which should read in full

- Make customers aware of, and encourage compliance with, limits on gatherings (for example, on arrival or at time of booking)
- Follow compulsory Welsh Government guidelines with regards to keeping a temporary record of customer for 21 days to assist test, trace and protect.
- Hot and cold food and drink may also be served on a takeaway basis
- Further information is also provided on the [Food Standards Agency website](#)
- The [Good To Go industry standard](#) and supporting mark means businesses can demonstrate they are adhering to the respective government and public health guidance; have carried out a COVID-19 risk assessment and checked they have the required processes in place. The scheme is free to join and open to all businesses across the hospitality and tourism industry
- Consider mandating contactless or card payment, to avoid handling cash

## HEALTH, SAFETY & HYGIENE (UPDATED)

- **NEW:** It is now a requirement by law for all people e.g. staff, coaches, officials, competition organisers, customers (players/parents/spectators) and volunteers aged 11 and over to wear a face covering when in public spaces indoors in Wales. This applies to all leisure, sport and recreational venues including club houses.
- **NEW:** A face covering may be removed when eating and drinking in a designated café, bar or restaurant and when playing tennis or exercising. A face mask **MUST** be worn at all other times. For detailed guidance on face coverings and people exempt due to medical reasons and other factors please visit the Welsh Government website [here](#).
- Ensure usual access to first aid and emergency equipment is maintained (in some cases this may require limited access to the clubhouse being possible)
- Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#)
- Make hand sanitizers or wipes available for use at entrance/exit to venue/courts where possible (Hand sanitizer stations can be sourced from the LTA Buying Group - see <https://www.ltabuyinggroup.co.uk>)
- Clean all common touch point surfaces (gates, door handles, handrails, benches etc.) regularly, wearing disposable gloves
- Further guidance on maintaining hygiene at your venue is available at [Welsh Government sport, recreation and leisure guidance for a phased return](#) as well as guidance on suitable cleaning [here](#).

## TENNIS ACTIVITY

- Singles and doubles can be played with people from different households indoors and outdoors. Group sessions (e.g. club nights, mix-in sessions), coaching and competitions can take place for groups of up to 30 people, as long as 2 metre social distancing guidelines are adhered to at all times
- **IMPORTANT: This guidance has been updated to relax the rules on children under 11 having to maintain a 2 metres distance from each other in an outdoor environment. Caution must be exhibited at all times to STILL minimise close contact between children aged under 11. The coach and/or session leader should still maintain 2 metre social distancing from children aged under 11.** This reflects the scientific evidence, which shows the risk of transmission is lower among this age group. However, it is very important older children and young adults continue to follow social distancing and the other measures to keep them safe.
- **IMPORTANT: Children aged under 11 are still required to maintain 2 metre social distancing AT ALL TIMES when participating indoors.**
- **IMPORTANT:** The Government has made it clear that organised larger group tennis activity both indoors and outdoors for up to 30 people is only permitted in accordance with the COVID-19 Secure guidelines in an organised sport setting. This has been published by the LTA/Tennis Wales for venues, coaches, players and competitions, and is subject to a



thorough risk assessment being undertaken for the activity. It is important to take into consideration the relevant LTA and Government guidance, and clear and appropriate risk mitigation measures are in place at all times

- Larger group sessions may need to utilise multiple full-size courts in order to maintain social distancing, depending on the local environment and risk assessment – where space and number of courts available is limited, then based on your risk assessment only smaller group sessions may be possible. Coaches can refer to the [LTA's recommended coach:player ratios](#) for more specific guidance

## COURT ACCESS

- Ensure measures are in place to minimise encounters between people, including in car parks and at entrances
- Court users should be advised to clean their hands with hand sanitiser after touching shared surfaces such as gates. Where safe and appropriate, doors and court gates could be left open during playing hours
- Consider different entry and exit routes to the courts/venue where possible, and ensure this is clearly marked
- Consider marking two metre distances at appropriate points, such as the entry gates to courts

## EQUIPMENT

- Players should bring their own equipment where possible – however, use of communal rackets can be done subject to thorough cleaning processes between uses.
- Any coaching equipment used (e.g. cones) should be wiped down and cleaned rigorously afterwards.

## BOOKINGS & PAYMENT

- Operate online booking for courts and sessions where at all possible, or alternatively phone bookings
- It is no longer necessary to implement a buffer period between court/session booking slots, but venues should ensure appropriate signage is in place to guide safe entrance and exit to courts, with markings to facilitate social distancing around pinch points (e.g. court gates) and an area for people to wait safely for previous users leave the court
- It is advised for indoor sessions that a short buffer between activities for participants leaving and arriving will maintain strict adherence to the 30 people group limit in one space.
- Take any payments online or via contactless payment, and avoid handling cash
- Online bookings can be facilitated through ClubSpark, which is free for all LTA Registered Venues, and via a free online national booking platform - LTA Rally - which makes it easy for players to find, book and pay for courts from their mobile phone. Email [rally@lta.org.uk](mailto:rally@lta.org.uk) for more information on how to sign up to ClubSpark or Rally

## COMMUNICATION

- Communicate with your members/customers clearly and regularly, making them aware in advance of the measures you are putting in place at your venue, and guidelines they are asked to follow
- Ensure signage on guidelines for playing tennis safely and promoting hygiene measures is clearly displayed (and ensure these remain up to date as restrictions change)
- Posters that can be used to aid communication will be available from the COVID-19 section of the [Resource Library](#)
- Venues should make members/customers aware that undertaking any activity, including tennis, has the potential for increased risk of transmission of COVID-19, and advise attendees to read the [Government's guidance on staying safe outside your home](#)
- Ensure signage on guidelines for maintaining social distancing and promoting hygiene measures is clearly displayed (and ensure these remain up to date as restrictions change)

- Posters that can be used to aid communication will be available from the COVID-19 section of the [LTA Resource Library](#)

## COACHING

- It is important that both recreational play and coaching activity resumes. Venues should liaise with their coach(es) to ensure an approach to activity is agreed that is feasible to deliver safely, and ensure coaches can be supported to deliver lessons safely

## SPECTATING & SUPERVISION

- Where attendance of a parent/guardian (non-participant) is required, or a carer for a disabled player, it is permitted, but should be off court and limited to one parent/guardian per player where possible
- Supporters, parents, and other spectators should adhere to 2 metre social distancing whilst attending events at all times.
- Consider marking out specific boxes/areas for this purpose at your venue

## COMPETITIONS (UPDATED)

- Some formats of competition will be able to resume before others, and [LTA Local Tennis Leagues](#), LTA Youth Box Leagues and internal venue singles and doubles box leagues/ladders can be played as long as they adhere to the guidelines in place
- **NEW:** LTA approved competitions (Grade 2-5) restarted from Tuesday 1<sup>st</sup> September however all competitions must continue to follow our Return to Play Guidance in Wales
- LTA approved competitions (Grade 6) such as Match plays can now be played as long as you do not exceed 30 people (including players and officials but not including parents/guardians/spectators)
- Friendly matches between Clubs/Counties, Team Challenge, Quorn Family Tennis Cup and Internal Club Competition can now restart as long as you do not exceed 30 people (including players and officials but not including parents/guardians/spectators)
- Detailed guidance on the 'Return to Competition' for officials and competition organisers has been published at [lta.org.uk/coronavirus](https://lta.org.uk/coronavirus)

## INDOOR FACILITIES (UPDATED)

- Indoor courts and bubble courts, and other indoor facilities such as changing rooms and gyms are now able to open – **subject to following specific guidance detailed on the [Welsh Government website](#). This guidance should be read in full and any necessary measures implemented before any indoor facility is opened.**
- Guidance is provided around recreational play and group coaching is for indoor venues. However, given that indoor venues re-opened from 10<sup>th</sup> August, particular care should be taken in the production of a detailed risk assessment, to take into account the venue-specific considerations around indoor courts, access points and surrounding areas.
- **NEW:** It is now a requirement by law for all people e.g. staff, coaches, officials, competition organisers, customers (players/parents/spectators) and volunteers aged 11 and over to wear a face covering when in public spaces indoors in Wales. This applies to all leisure, sport and recreational venues including club houses.
- **NEW:** Signage and instruction on arrival at a venue and then around building in prominent places must be provided to explain the need to wear a face covering.
- **NEW:** A venue must provide clear mitigations (e.g. social distancing measures, signage etc.) in its risk assessment to minimise risk of transmission in situations when a person is allowed to remove a face covering (e.g. to play tennis/exercise or to consume food and drink).
- **IMPORTANT: Strict adherence to a maximum group size of 30 people (including participants, coaches, officials and other venue staff) must be adhered to at all times in one space** (e.g. Tennis/Sports Hall, Café, Viewing balcony etc.). As a consequence parents and guardians should wait in another space maintaining 2 metre social distancing.

- **IMPORTANT: Strict adherence to a maximum number of 30 people in any indoor space** (e.g. Tennis/Sports Hall, Café, Viewing Balcony, Waiting Room etc.) **must be maintained at all times.**
- To ensure 2 metre social distancing at all times indoors, the total number of people for any indoor space (e.g. Tennis/Sports Hall, Café, Viewing balcony, Waiting room) must be reduced if required to allow for 2 metre social distancing and documented within the venue risk assessment.
- **NEW: Groups or gatherings indoors even within your extended household must be limited to 6 people (not including any children aged under 11). This guidance applies at all times other than when participating in organised tennis activity.**
- While changing rooms and showering facilities can be open, their use should be avoided where possible, with venues encouraging attendees to arrive at the facility in sports kit, and where possible to travel home to change/shower For more detailed guidance please refer to [UK Active guidance](#)
- Changing/shower facilities however must be made available for participants with disabilities or special needs
- To maintain ventilation ensure, where possible, that windows and doors to the exterior on the opposite side of a building are opened to create air flow, as this is most effective at clearing micro droplet airborne particles created when someone sneezes or shouts. For further advice and guidance on ventilation please refer to the [Welsh Government sport, recreation and leisure guidance for a phased return](#). Further guidance is also available from UK Active, please [click here](#).
- Clubhouses and pavilions can be opened for the public to access outdoor courts, use the toilet, or purchase food and drink (see additional guidance on catering)
- **Important:** Inside clubhouses and pavilions it is essential to maintain 2 metre social distancing at all times, room/space capacity should be limited to a maximum of 30 people and this total number of people for any indoor space (e.g. lounge, bar, café, Viewing balcony, Waiting room etc.) must be reduced if required to allow appropriate 2 metre social distancing and documented within the venue risk assessment.
- Where toilet facilities (and other indoor facilities such as changing rooms) are opened, particular care should be taken by those using them and those cleaning them
- Ensure soap and water is provided where any toilets are open
- Venues providing such indoor access should ensure clear signage is in place so people can find their destination quickly, putting in place queue management or one-way flow measures where appropriate, and limiting the number of customers in the building (both overall and in any particular congestion areas)
- Further guidance for the reopening of clubhouses and pavilions is provided on the [Welsh Government website](#)

# GUIDELINES FOR TENNIS COACHES

## COACHING ACTIVITY

- All activity should be consistent with the government guidance regarding health, travel, social distancing and hygiene at all times.
- Coaches and coaching organisations must consider safety first, particularly minimising the risk of infection/transmission. A thorough risk assessment should be undertaken, and appropriate measures put in place to ensure participants, staff and volunteers are protected - you are advised to liaise with your venue when doing this. A risk assessment template is available from the COVID-19 section of the venue [Resource Library](#) on the LTA website
- Coaches, who have had their normal activity disrupted and have a need to coach outside of their normal venue, should seek prior permission from the venue, local authority or operator who is in charge of the tennis facility, before undertaking coaching.
- Guidelines will be updated as we progress through the different phases of Government measures - the LTA remains in discussions with Government and so we recommend you check the official LTA position at [www.lta.org.uk/coronavirus](http://www.lta.org.uk/coronavirus) on a regular basis to stay abreast of the latest recommendations
- Any measures coaches put in place to enable tennis activity to resume need to be capable of being flexed or changed quickly if tighter movement/social distancing is reintroduced in the future or when the restrictions are further relaxed

## COACHING LIMITS OUTDOORS

- Coached sessions must be limited to group sizes of no more than 30 people, including coach(es), meaning normal group size limits that were in place for your coaching programme/business prior to lock down may now be possible
- **IMPORTANT:** The Government has made it clear that organised larger group tennis activity for up to 30 people is only permitted in accordance with the COVID-19 Secure guidelines published by the LTA for venues, coaches, players and competitions, and is subject to a thorough risk assessment being done for the activity taking into consideration the relevant LTA and Government guidance, and clear and appropriate risk mitigation measures are in place
- To remain within the 30 person group size limit and to adhere to LTA player coach ratios, Tennis Wales recommends a maximum group size of 24 players.
- To ensure social distancing measures are maintained, **no more than 6 players aged 11 and over should be on any adult tennis court, at any one time.**
- Larger group sessions may need to utilise multiple full-size courts in order to maintain social distancing, depending on the local environment and risk assessment – where space and number of courts available is limited, then based on your risk assessment only smaller group sessions may be possible. Coaches can refer to the [LTA's recommended coach:player ratios](#) for more specific guidance
- Coaches should not move between groups, and each coach should only interact with one group for as long as the group is on site
- You can meet with different clients/groups in a single day as long as you are maintaining social distancing
- Coach Education sessions should be limited to group sizes of no more than 30 people, including tutors

## COACHING YOUNG CHILDREN OUTDOORS

- **Children aged under 11 do not need to comply with 2 metre social distancing** Caution must be exhibited at all times to **STILL** minimise close contact between children aged under 11. The coach and/or session leader should still maintain **2 metre social distancing** from children aged under 11.
- With the session limit now at 30 persons, coached activity can now be extended to the normal group sizes limits that were in place for your junior coaching programme/business

prior to lock down. Red court specific guidance: Consider using a safe barrier between red courts (e.g. line of cones, strips or barrier tape) and use spots/ground markers to facilitate children maintaining social distancing as part of the session organisation.

- To remain within the 30 person group size limit and to adhere to LTA player coach ratios, Tennis Wales recommends a maximum group size of 24 players.
- To ensure social distancing measures are maintained for anyone aged 11 or over, no more than 6 players should be on any adult tennis court, at any one time.
- Group sessions for players aged under 11 do not have any restrictions on the number of players on court. Coaches must refer to the LTA's recommended coach:player ratios for guidance.
- **IMPORTANT: Coaches should still minimise close contact between children aged under 11 at all times.**
- Guardian (non-participant) or carer attendance is permitted and is not counted as part of the maximum group size, but should be off court and limited to one per child where possible, with social distancing observed while watching the session

## MAINTAINING SOCIAL DISTANCING OUTDOORS

- Social distancing between players, aged 11 and upwards, and between the coach and players should be maintained at all times.
- Coaches should ensure that this is emphasised to participants at the start of each session, and that they are clear on how they should maintain social distancing for each drill before starting.
- With group coaching permitted, adaptations to drills and how you provide feedback/instruction will be needed to ensure social distancing guidelines can be safely adhered to. The LTA has provided guidance as to how adaptations for LTA programmes can be made – including LTA Youth, Tennis for Kids drills and adult programmes such as Cardio Tennis, Tennis Express and Tennis Tuesdays.
- Coaches should encourage players to avoid running down balls within an exercise if it would compromise social distancing.
- Attendees should be strongly advised to limit their interactions with anyone outside of the group they are attending the venue with (e.g. players on another court or in a different coaching group)

## COACHING INDOORS (UPDATED)

- Following Welsh Government confirmation that indoor sports facilities can re-open once relevant guidance is implemented, coaches can access indoor facilities for coaching activities
- Any indoor access needs to be subject to appropriate measures being in place for cleaning, hygiene and social distancing in accordance with Welsh Government guidance
- **NEW:** A coach must wear a face covering at all times when coaching indoors other than when undertaking a live demonstration or hitting during a coaching practice
- **NEW:** A coach must clearly set out measures in their session risk assessment to minimise the risk of transmission when players are exercising without a face covering or when the coach is undertaking a live demonstration or hitting during a session. These measures must be communicated to all attendees participating.
- **Coached sessions must strictly adhere to a maximum group size of 30 people (including participants, coaches and other venue staff present) at all times in any one space** (e.g. Tennis/Sports Hall). As a consequence parents and guardians should wait in another space (e.g. waiting room, viewing balcony or café etc.) away from the tennis courts.
- **IMPORTANT: 2 metre social distancing between ALL PLAYERS (regardless of age) and between the coach and players should be maintained at all times indoors.**
- **IMPORTANT:** To ensure social distancing measures are maintained, no more than 6 players aged 11 and over should be on any adult tennis court, at any one time.



- **IMPORTANT:** To ensure social distancing measures are maintained, no more than 12 players aged under 11 should be on any adult tennis court, at any one time. Use spots/ground markers to facilitate children maintaining social distancing as part of the session organisation at all times.
- Coaches should ensure the importance of social distancing is emphasised to participants at the start of each session, and that they are clear on how they should maintain social distancing for each drill before starting.
- With group coaching permitted, adaptations to drills and how you provide feedback/instruction will be needed to ensure social distancing guidelines can be safely adhered to. The LTA has provided guidance as to how adaptations for LTA programmes can be made – including LTA Youth, Tennis for Kids drills and adult programmes such as Cardio Tennis, Tennis Express and Tennis Tuesdays.
- Coaches should encourage players to avoid running down balls within an exercise if it would compromise social distancing.
- Attendees should be strongly advised to limit their interactions with anyone outside of the group they are participating with (e.g. players on another court)
- **IMPORTANT:** The Government has made it clear that organised larger group tennis activity for up to 30 people is only permitted in accordance with the COVID-19 Secure guidelines published by the LTA for venues, coaches, players and competitions, and is subject to a thorough risk assessment being done for the activity taking into consideration the relevant LTA and Government guidance, and clear and appropriate risk mitigation measures are in place
- To remain within the 30 person group size limit and to adhere to LTA player coach ratios, Tennis Wales recommends a maximum group size of 24 players.
- It is advised for indoor coaching sessions that a short buffer between sessions for participants leaving and arriving will maintain strict adherence to the 30 people group limit in one indoor space.

## EQUIPMENT

- Coaches do not need to use new or fresh tennis balls for each lesson, and are no longer advised to be the only person to touch the tennis balls.
- Where new or fresh balls aren't used or where players handle tennis balls as well as the coach, then extra care must be taken to ensure the coach and players do not touch their faces during play, and they should all clean their hands before the session and immediately after finishing (use alcohol gel if required).
- Players should bring their own equipment where possible – however, use of communal rackets can be done subject to thorough cleaning processes between uses.
- Any coaching equipment used (e.g. cones) should be wiped down and cleaned rigorously afterwards.
- Ensure all equipment is removed from the court at the end of the session

## HEALTH, SAFETY & HYGIENE (UPDATED)

- **NEW:** It is now a requirement by law for all people e.g. staff, customers (players/parents/spectators) and volunteers aged 11 and over to wear a face covering when in public spaces indoors in Wales. This applies to all leisure, sport and recreational venues including club houses.
- **NEW:** A face covering may be removed when playing tennis or exercising. A face mask **MUST** be worn at all other times. For detailed guidance on face coverings and people exempt due to medical reasons and other factors please visit the Welsh Government website [here](#).
- Ensure usual access to first aid and emergency equipment is maintained (in some cases this may require limited access to the clubhouse being arranged)
- Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#)
- Hand hygiene is imperative – hand sanitise at intervals if you have to touch communal surfaces



- If you need to sneeze or cough, do so into a tissue or upper sleeve
- Avoid touching your face
- Any person (player, parent/guardian, coach, volunteer, committee member or employee etc.) must not leave home to attend a tennis venue, club or coaching activity for any purpose if they:
  - Currently have symptoms of COVID-19 (new persistent dry cough, fever (high temperature), loss of or change to sense of taste or smell)
  - They have had a positive test for COVID-19 or onset of symptoms of COVID-19 in the last 10 days. (Individuals who have completed their period of isolation (10 days) and have no remaining symptoms (other than a dry cough or loss of taste or smell which can last for some time) may return to normal activities)
  - Members of their household has had symptoms of COVID-19 or has tested positive for COVID-19 in the last 14 days
  - They have been contacted by a contact tracer from the Test, Trace and Protect Programme and told to isolate in the last 14 days as a contact of someone with confirmed COVID-19.
  - They have returned from a country outside of the UK in the last 14 days, other than those on the [exempt list](#).

**Anyone who is symptomatic should not take part in tennis or attend a tennis venue or club. They should immediately self-isolate (as well as their household), follow the Welsh Government's [self-isolation guidelines](#), and apply for a [Coronavirus test](#).**

## BOOKINGS & PAYMENT

- Operate online booking for coaching sessions where at all possible, or alternatively phone bookings, using online solutions such as ClubSpark to manage attendance
- Take any payments online or via contactless payment, and avoid handling cash
- Keep a temporary record of your customers and visitors for 21 days, in a way that is manageable for your business and to assist with any test, trace, protect requests for that data if needed.

## COMMUNICATION & VENUE LIAISON

- Coaches should liaise with the venue to ensure an agreed approach to activity that is feasible to deliver safely, and explore how coaches can be supported to deliver sessions
- Communicate with your customers clearly and regularly, making them aware in advance of the measures you are putting in place for your sessions, and guidelines they should follow when attending
- Coaches should make customers aware in advance that undertaking any activity, including tennis, has the potential for increased risk of transmission of COVID-19, and advise attendees to read the [Government's guidance on staying safe outside your home](#)

## COACHING IN SCHOOLS

- Tennis Wales advise tennis coaches not to make proactive approaches to schools, to offer their services during this phase. Given that it is vital to minimise travel and maintain social distancing, schools should only have staff from external organisations on site where it is absolutely essential
- The Welsh Government recently announced for all pupils, in all year groups to return to school, full time, from the beginning of the Autumn Term (September 2020)
- Whilst the relaxation of restrictions is hugely positive for PE and school sport, communication and approaches from tennis coaches to schools should be made empathetically, understanding the wider and significant challenges school leaders will be facing.

# GUIDANCE FOR TENNIS PLAYERS

## STAY UP TO DATE

- Welsh Government information around social distancing is available [here](#) and should be read in full
- Be aware guidance can change and restrictions may be reintroduced - ensure you have checked the latest version of the LTA's guidelines for tennis players on the LTA website

## WHO CAN PLAY (UPDATED)

- Any person (player, parent/guardian, coach, volunteer, committee member or employee etc.) must not leave home to attend a tennis venue, club or coaching activity for any purpose if they:
  - Currently have symptoms of COVID-19 (new persistent dry cough, fever (high temperature), loss of or change to sense of taste or smell)
  - They have had a positive test for COVID-19 or onset of symptoms of COVID-19 in the last 10 days. (Individuals who have completed their period of isolation (10 days) and have no remaining symptoms (other than a dry cough or loss of taste or smell which can last for some time) may return to normal activities)
  - Members of their household has had symptoms of COVID-19 or has tested positive for COVID-19 in the last 14 days
  - They have been contacted by a contact tracer from the Test, Trace and Protect Programme and told to isolate in the last 14 days as a contact of someone with confirmed COVID-19.
  - They have returned from a country outside of the UK in the last 14 days, other than those on the [exempt list](#).
- **Anyone who is symptomatic should not take part in tennis or attend a tennis venue or club. They should immediately self-isolate (as well as their household), follow the Welsh Government's [self-isolation guidelines](#), and apply for a [Coronavirus test](#).**
- All players should follow the Welsh Government [guidance](#) on social distancing at all times
- If you are in an extremely vulnerable group you can play tennis but should be especially following all Welsh Government [guidance](#) at all times.

## BEFORE LEAVING HOME & AFTER YOU RETURN

- Wash your hands with soap and water for at least 20 seconds before leaving home to go to the court (or use an alcohol gel if washing hands is not possible)
- Arrive at the venue changed and ready to play, and shower at home
- If you have special needs, you may wish to speak to the venue in advance to ensure your needs are accommodated and appropriate facilities are open

## COURT BOOKINGS (UPDATED)

- Where the facility allows, ensure you have booked a court in advance and made payment online
- **Updated:** Play can now take place on indoor and outdoor courts
- The LTA's online booking platform has courts that can be booked in over 300 parks and clubs nationwide - the site [www.lta.org.uk/rally](http://www.lta.org.uk/rally)
- Please note that to support Test, Trace, Protect, venues and coaches will need to take additional details from you when booking so that they have appropriate temporary records in place to assist this service, for further information click [here](#)

## EQUIPMENT

- Take hand sanitizer with you to the tennis courts
- Use your own equipment where possible. Equipment such as rackets can be shared, but where this happens ensure thorough cleaning before and after use. Players should not share items such as towels.
- Only take the minimum amount of equipment with you that you need to play
- Clean and wipe down your equipment, including racquets and water bottles before and after use
- Bring a full water bottle, and do not share food or drink with others
- Ensure you take all your belongings with you at the end of the session and do not leave anything on court

## TRAVELLING TO AND FROM THE COURT (UPDATED)

- Players can now travel more than 5 miles to play tennis, but must avoid travelling together if not from the same household.
- **NEW:** Check for any local lockdown restrictions that may limit where you can play before you leave home. Up to date information can be found either at <https://gov.wales/coronavirus> or [www.lta.org.uk/coronavirus](http://www.lta.org.uk/coronavirus)
- Avoid using public transport
- Arrive as close as possible to when you need to be there
- Avoid touching court gates, fences, benches, etc. if you can
- Allow others to leave before you enter the court - if you need to wait then do so away from the courts and clear of the gates
- Ensure you leave the court before the end of your allotted time so that it is empty for the next players
- Arrive changed and ready to play. Shower at home, and avoid using the venue's changing area where at all possible

## TENNIS ACTIVITY

- Both singles play and doubles play is now permitted with people from outside of your household, as long as you remain 2 metres apart – meaning that four people from different households can play doubles
- Coached sessions and competitions should be limited to groups of no more than 30 people, including the coach(es) and official(s)
- Players are advised to limit their interactions with anyone outside of the group they are attending the venue with (e.g. players on another court or in a different coaching group)
- Players should continue to maintain 2 metre social distancing from those that they do not live with or are in an extended family arrangement with at all times.

## MAINTAIN SOCIAL DISTANCING

- Stay at least two metres away from other players at all times (including during play, when taking breaks and before and after play) except for children aged under 11 when playing outdoors only.
- **Whilst children aged under 11 do not need to comply with 2 metre social distancing outdoors caution must be exhibited at all times to STILL minimise close contact between children aged under 11. The coach and/or session leader should still maintain 2 metre social distancing from children aged under 11.**
- **IMPORTANT: Children aged under 11 are still required to maintain 2 metre social distancing AT ALL TIMES when participating indoors.**
- Do not make physical contact with other players (such as shaking hands or high five)
- Stay on your side of court and avoid changing ends, or agree to change ends at opposite sides of the net
- Avoid chasing the ball down to another court if other players are using it
- For coached sessions, you must pay careful attention to the instructions of the coach at all times

## EQUIPMENT & FACILITIES

- If players wish to, they can choose to use their own marked tennis balls
- If you choose to use shared balls then extra care must be taken to ensure you do not touch your face during play, and you should clean your hands before play and immediately after finishing (use alcohol gel if required)
- Players should still avoid using their hands to pick up tennis balls from other courts where possible - use your racquet/foot to return them as those players may have decided to use their own marked tennis balls
- Avoid using other equipment such as courtside benches, net handles or court sweepers where possible
- When playing Padel, try to avoid touching the court walls

## HEALTH, SAFETY & HYGIENE (UPDATED)

- **NEW:** It is now a requirement by law for all people e.g. staff, customers (players/parents/spectators) and volunteers aged 11 and over to wear a face covering when in public spaces indoors in Wales. This applies to all leisure, sport and recreational venues including club houses.
- **NEW:** A face covering may be removed when eating and drinking in a designated café, bar or restaurant and when playing tennis or exercising. A face mask **MUST** be worn at all other times. For detailed guidance on face coverings and people exempt due to medical reasons and other factors please visit the Welsh Government website [here](#).
- Hand hygiene is imperative - hand sanitise at intervals if you have to touch communal surfaces
- If you need to sneeze or cough, do so into a tissue or upper sleeve
- Avoid touching your face

## COMPETITIONS (UPDATED)

- Some formats of competition will be able to resume before others, and LTA Local Tennis Leagues, LTA Youth Box Leagues and internal venue singles and doubles box leagues/ladders can be played as long as they adhere to the guidelines in place
- **NEW:** LTA approved competitions (Grade 2-5) have now restarted from Tuesday 1<sup>st</sup> September however all competitions must continue to follow our Return to Play Guidance in Wales
- LTA approved competitions (Grade 6) such as Match plays can now be played as long as you do not exceed 30 people (including players and officials but not including parents/guardians/spectators)
- Friendly matches between Clubs/Counties, Team Challenge, Quorn Family Tennis Cup and Internal Club Competition can now restart as long as you do not exceed 30 people (including players and officials but not including parents/guardians/spectators)
- Detailed guidance on the 'Return to Competition' for officials and competition organisers has been published at [lta.org.uk/coronavirus](https://lta.org.uk/coronavirus)

# GUIDANCE FOR OFFICIALS AND COMPETITION ORGANISERS

## INTRODUCTION

We know Officials & Competition Organisers will be keen to provide competitive opportunities as soon as it is safe and appropriate for them to do so. By its very nature, tennis is an activity whereby close person to person contact can be avoided, with the Government saying tennis is a good example of an activity that can be undertaken in a way compliant with social distancing restrictions.

Based on our continued discussions with Government and following the further easing of restrictions, Tennis Wales and the LTA has developed this updated set of practical guidelines for officials and competition Organisers to follow so that tennis competition can be played in Wales, where the local environment allows.

These guidelines apply to both Tennis and Padel competitions, and outline adaptations and considerations so that tennis activity can be enjoyed in a way that is in line with Government advice and helps to prevent the spread of COVID-19. They include measures to maintain hygiene and minimise unnecessary interactions with others.

Tennis venues across the country are all different and operate in different local contexts. Making an assessment of whether a safe competition environment can be provided depends on a range of factors, which apply differently at each venue. It is the responsibility of each official & competition organiser and tennis facility to make that assessment based on their local environment.

These guidelines should be read in conjunction with the guidelines for venues, coaches and players, and all elements of the guidelines should be considered to ensure activity can be delivered safely.

Should you have any questions, [please refer to the FAQs on the LTA website](#).

**IMPORTANT: Where a local lockdown is in place alternative measures and guidelines may be in place – officials and competition organisers in these areas are advised to check our main coronavirus information page at [www.lta.org.uk/coronavirus](http://www.lta.org.uk/coronavirus) and the Welsh Government <https://gov.wales/coronavirus>**

# SECTION 1: PREPARATION & FACILITIES

## VENUE MANAGEMENT (UPDATED)

- Ensure your club committee / management oversees and maintains the implementation of measures. Venues are advised to take time to ensure they reopen safely, rather than rushing
- All activity should be consistent with the government guidance regarding health, travel, social distancing and hygiene at all times
- Venues must consider safety first, particularly minimising the risk of infection/transmission. A thorough risk assessment should be undertaken, and appropriate measures put in place to ensure participants, staff and volunteers are protected. A risk assessment template is available from the COVID-19 section of the venue [Resource Library](#) on the LTA website
- **NEW:** We recommend in line with this guidance, all organisers complete a COVID-19 [delivery plan](#) to sit alongside your venue risk assessment.
- Guidelines will be updated as we progress through the different phases of Government measures – Tennis Wales remains in discussions with Government and so we recommend you check the official position at [www.lta.org.uk/coronavirus](http://www.lta.org.uk/coronavirus) on a regular basis to stay abreast of the latest recommendations
- Any measures venues put in place to enable tennis activity to resume need to be capable of being flexed or changed quickly if tighter movement/social distancing is reintroduced in the future or when the restrictions are further relaxed
- **NEW:** Follow guidelines with regards to keeping a temporary record of customer for 21 days to assist test, trace, protect, for further information please click [here](#)

## OUTDOOR FACILITIES (UPDATED)

- **UPDATED:** Outdoor courts should be used wherever possible for competition
- Ensure nets are maintained at the appropriate height to avoid players having to adjust them, and remove net winders
- If your courts require dragging (e.g. clay) or drying after rain, venues are advised to have a nominated person to do this or make disposable gloves and spray available for players to use
- Remove any other unnecessary equipment and items from courts (e.g. benches), and ensure appropriate cleaning measures are in place items that remain in place

## INDOOR FACILITIES (Updated)

- Indoor courts and bubble courts, and other indoor facilities such as changing rooms and gyms are now open – **subject to specific guidance detailed on the [Welsh Government website](#). This guidance should be read in full and any necessary measures implemented before any indoor facility is opened.**
- Guidance provided around some formats of competition including [LTA Local Tennis Leagues](#), LTA Youth Box Leagues and internal venue singles and doubles box leagues/ladders is applicable for indoor venues, as well as outdoor venues. However, given that indoor venues are re-opening for the first time from 10<sup>th</sup> August, particular care should be taken in the production of a detailed risk assessment, to take into account the venue-specific considerations around indoor courts, access points and surrounding areas.
- **NEW:** It is now a requirement by law for all people e.g. staff, coaches, officials, competition organisers, customers (players/parents/spectators) and volunteers aged 11 and over to wear a face covering when in public spaces indoors in Wales. This applies to all leisure, sport and recreational venues including club houses.
- **NEW:** Signage and instruction on arrival at a venue and then around building in prominent places must be provided to explain the need to wear a face covering.
- **NEW:** A venue and the competition official must provide clear mitigations (e.g. social distancing measures, signage etc.) in its risk assessment to minimise risk of transmission in



situations when a person is allowed to remove a face covering (e.g. to play tennis/exercise or to consume food and drink).

- **IMPORTANT: Strict adherence to a maximum group size of 30 people (including participants, coaches, officials and other venue staff) must be adhered to at all times in one indoor space** (e.g. Tennis/Sports Hall, Café, Viewing balcony). As a consequence parents and guardians should wait in another space.
- **IMPORTANT: Strict adherence to a maximum number of 30 people in any indoor space** (e.g. Tennis/Sports Hall, Café, Viewing balcony, Waiting room) **must be maintained at all times.**
- To ensure 2 metre social distancing at all times this total number of people for any indoor space (e.g. Tennis/Sports Hall, Café, Viewing balcony, Waiting room) must be reduced if required to allow for 2 metre social distancing and documented within the venue risk assessment.
- **NEW: Groups or gatherings indoors even within your extended household must be limited to 6 people (not including any children aged under 11). This guidance applies at all times other than when participating in organised tennis activity.**
- While changing rooms and showering facilities can be open, their use should be avoided where possible, with venues encouraging attendees to arrive at the facility in sports kit, and where possible to travel home to change/shower.
- Changing/shower facilities however must be made available for participants with disabilities or special needs
- Clubhouses and pavilions can be opened for the public to access outdoor courts, use the toilet, or purchase food and drink
- Where toilet facilities (and other indoor facilities such as changing rooms) are opened, particular care should be taken by those using them and those cleaning them
- Ensure soap and water is provided where any toilets are open
- Venues providing such indoor access should ensure clear signage is in place so people can find their destination quickly, putting in place queue management or one-way flow measures where appropriate, and limiting the number of customers in the building (both overall and in any particular congestion areas)
- Further guidance for the reopening of clubhouses and pavilions is provided on the [Welsh Government website](#)

## **SOCIAL DISTANCING (UPDATED)**

- **NEW:** In line with Welsh Government's guidance, the event timetable should be designed to permit only as many people as can be admitted whilst social distancing is maintained at the event at any given time. Event areas must be designed in order to maximise the available space for each participant and minimise the amount of time participants spend in proximity to each other.
- Ensure measures are in place to minimise encounters between people, including in car parks and at entrances
- Consider marking two metre distances at appropriate points, such as the entry gates to courts, referee desk and areas for the parents

## **HEALTH, SAFETY & HYGIENE (UPDATE)**

- **NEW:** It is now a requirement by law for all people e.g. staff, customers (players/parents/spectators) and volunteers aged 11 and over to wear a face covering when in public spaces indoors in Wales. This applies to all leisure, sport and recreational venues including club houses.
- **NEW:** A face covering may be removed when eating and drinking in a designated café, bar or restaurant and when playing tennis or exercising. A face mask **MUST** be worn at all other times. For detailed guidance on face coverings and people exempt due to medical reasons and other factors please visit the Welsh Government website [here](#).
- Ensure usual access to first aid and emergency equipment is maintained
- Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#)

- Make hand sanitizers or wipes available for use at entrance/exit to venue/courts and buildings where possible (Hand sanitizer stations can be sourced from the LTA Buying Group - see <https://www.ltabuyinggroup.co.uk>)
- Clean all common touch point surfaces (gates, door handles, handrails etc.) regularly, wearing disposable gloves - attendees should be advised to clean their hands with hand sanitiser after touching shared surfaces such as gates.
- Where safe and appropriate, doors and court gates could be left open during the competition

## ENTRIES

- Operate online entry for all competitions including recreational competitions to ensure you do not exceed the allowed competition size, and also make it easy to record attendee details
- Take any payments online, and avoid handling cash
- Online bookings can be facilitated through Online Tournament Entry or ClubSpark Events Module (Recreational Competitions only)

## SECTION 2: COMPETITION ACTIVITY

### TEST, TRACE, PROTECT

- Any person (player, parent/guardian, coach, volunteer, committee member or employee etc.) must not leave home to attend a tennis venue, club or competition for any purpose if they:
  - Currently have symptoms of COVID-19 (new persistent dry cough, fever (high temperature), loss of or change to sense of taste or smell)
  - They have had a positive test for COVID-19 or onset of symptoms of COVID-19 in the last 10 days. (Individuals who have completed their period of isolation (10 days) and have no remaining symptoms (other than a dry cough or loss of taste or smell which can last for some time) may return to normal activities)
  - Members of their household has had symptoms of COVID-19 or has tested positive for COVID-19 in the last 14 days
  - They have been contacted by a contact tracer from the Test, Trace and Protect Programme and told to isolate in the last 14 days as a contact of someone with confirmed COVID-19.
  - They have returned from a country outside of the UK in the last 14 days, other than those on the [exempt list](#).
- **Anyone who is symptomatic should not take part in tennis or attend a tennis venue or club. They should immediately self-isolate (as well as their household), follow the Welsh Government's [self-isolation guidelines](#), and apply for a [Coronavirus test](#).**
- Officials and competition organisers must keep a temporary record of all those on site for the competition for 21 days, in a way that is manageable, and assist the Test, Trace and Protect scheme with requests for that data if needed

### COMPETITION ACTIVITY (UPDATED)

- **NEW:** LTA approved competitions (Grade 2-5) will restart from Tuesday 1st September - however any competitions staged must all continue to follow our Return to Play Guidance in Wales
- **UPDATED:** LTA approved competitions (Grade 6) such as Matchplays and County & District Leagues can now take place indoors and outdoors

- LTA and Tennis Wales Local Tennis Leagues and Youth Box Leagues plus internal singles and doubles box leagues/ladders can be played in line with the guidelines
- Matches between Clubs/Counties, Team Challenge, Quorn Family Tennis Cup and Internal Club Competition can now restart
- We aim to restart the Disability Competition Calendar from September 2020 onwards, but one day events / match plays for players with a disability can now restart

## COMPETITION SIZE

- Limit competitions to groups of no more than 30 people (all Players, Officials & Competition Organisers should be included within this number)
- **IMPORTANT:** The Government has made it clear that organised larger group tennis activity for up to 30 people is only permitted in accordance with the COVID-19 Secure guidelines published by the LTA for venues, coaches, players and competitions, and is subject to a thorough risk assessment being done for the activity taking into consideration the relevant LTA/Tennis Wales and Government guidance, and clear and appropriate risk mitigation measures are in place
- Any individual groups should not interact with anyone outside of the group they are attending the venue with (e.g. players on another court)
- All groups are to be self-sufficient i.e. an official or competition organiser should not oversee two separate competitions at a time
- You could organise a competition for up to 30 people in the morning and a different group of 30 people in the afternoon, however you should ensure there is a suitable time gap between the competitions so that the two groups do not meet
- **IMPORTANT: Strict adherence to a maximum group size of 30 people (including participants, coaches, officials and other venue staff) must be adhered to at all times in one indoor space during competition** (e.g. Tennis/Sports Hall)

## SCHEDULING ADVICE FOR ONE DAY EVENTS/MATCHPLAYS

- We advise draw sizes of 16 or 8 players per event for one day events.
- To minimise waiting time for players on site, a competition should ideally be organised so that the schedule is 1 round on, 1 round off i.e. for 4 courts you should accept a maximum of 16 players
- Consider only running 1 or 2 events per day based on the number of courts available and do not exceed the allowed size of a competition. For example on one day you could run 7 x 4 player round robin groups, 3 x 8 player draws, or 1 x 16 player draw & 1 x 8 player draw to keep within the max number
- Draw formats could be match play draws, round robins, compass draws or knock out with consolations.
- You can run doubles events, however should not exceed the maximum allowed size of a competition of 30 people
- Carefully plan the schedule so you know how many people will be at the your competition and do not exceed the allowed size of a competition
- We suggest either Two Sets + MTB or Two FAST4 sets + MTB as the scoring format
- Consider the other needs of the club members and venue coaches – shorter days mean members and coaches can use the courts after matches have been completed or the venue may want to only provide so many courts leaving some for members or coaches
- In the event of a prolonged rain relay, officials and competition organisers are encouraged to make an early decision on cancellation

## MAINTAINING SOCIAL DISTANCING

- **IMPORTANT: Children under 11 no longer have to social distance from each other in an outdoor environment. Caution must be exhibited at all times to STILL minimise close contact between children aged under 11. The official and/or competition organiser should still maintain 2 metre social distancing from children aged under 11.**

- **IMPORTANT: Children aged under 11 are still required to maintain 2 metre social distancing AT ALL TIMES when participating indoors.**
- Social distancing should be observed by all those aged 11 and over attending the competition. Officials and competition organisers should be fully aware of the latest Government advice on social distancing, which can be read [here](#)
- Attendees should be advised to limit their interactions with anyone outside of the competition they are attending the venue for (e.g. players on other courts)
- Encourage players not to congregate on/around the court before & after play
- There should be no skin to skin contact for players. Racket taps are allowed but shaking hands or elbow alternatives are not permitted
- A socially distanced presentation can take place but Medals/Trophies should remain in boxes/packaging or players can take them out the boxes and be collected from the table (not passed). This should be held outside, and the maximum group size of 30 still applies

## SUPERVISION & SPECTATING

### OUTDOORS

- Attendance of a parent/guardian (non-participant), or a carer for a disabled player, is required but should be off court
- Remind attendees who are accompanied by children that they are responsible for supervising them at all times and should ensure they follow social distancing guidelines
- Parents/guardians should remain socially distanced whilst attending events at all times.
- Consider marking out specific boxes/areas for this purpose
- Clubhouses and pavilions can be opened for the public to use the toilet, or purchase food and drink for consumption indoors or outdoors (see additional [guidance](#) on catering).

### INDOORS (UPDATED)

- All of the above guidance in place for outdoor competition also applies to indoor competition, but there is also some further additional guidance that applies for indoor competition
- Only parents/guardians watching a player on court at that time should be in the viewing area/balcony
- **NEW: Groups or gatherings indoors even within your extended household must be limited to 6 people (not including any children aged under 11). This guidance applies at all times other than when participating in organised tennis activity.**
- **NEW:** It is now a requirement by law for all people e.g. staff, coaches, officials, competition organisers, customers (players/parents/spectators) and volunteers aged 11 and over to wear a face covering when in public spaces indoors in Wales. This applies to all leisure, sport and recreational venues including club houses.
- **NEW:** A face covering may be removed when eating and drinking in a designated café, bar or restaurant and when playing tennis or exercising. A face mask **MUST** be worn at all other times. For detailed guidance on face coverings and people exempt due to medical reasons and other factors please visit the Welsh Government website [here](#).

### RAIN DELAYS

- In the event of rain, attendees should use own umbrella or if they drove, return to their own vehicle, to maintain social distancing if there is insufficient outdoor and indoor cover from the rain to maintain social distancing at all times.
- **Attendees should only gather indoors to shelter where appropriate 2 metre social distancing can be maintained at all times**
- In the event of an extended delay, officials and competition organisers are encouraged to make an early decision with regards to cancelling the competition to avoid attendees waiting around for a prolonged period

## EQUIPMENT

- Players are advised to bring and use their own equipment – where any equipment is shared it should be subject to thorough cleaning measures between use
- Any equipment used (e.g. mini tennis nets, orange lines, scoreboards) should be cleaned and wiped down afterwards
- New or fresh tennis balls are not needed for each match, but extra care must be taken to ensure the players do not touch their faces during play, and anyone involved in the match should all clean their hands before the match and immediately after finishing (use alcohol gel if required)

## INCLUSION

- Although activity levels were at a record high prior to COVID-19, participation of disabled people in sport has been disproportionately impacted by the coronavirus outbreak – the staging of inclusive and disability-specific competitions is therefore particularly encouraged
- Competition organisers and officials are encouraged to contact Tennis Wales to assist the reopening of activity in a welcoming and accessible way

## COMMUNICATION

- Communicate with your players/parents clearly and regularly, making them aware in advance of the measures you are putting in place at your competition, and guidelines they are asked to follow
- Make participants aware that undertaking any activity, including tennis, has the potential for increased risk of transmission of COVID-19, and advise attendees to read [Government guidance on staying safe outside your home](#)
- Ensure a fact sheet is provided and/or ensure your emails highlight all guidance to players/parents
- Encourage attendees to bring their own blanket/chairs/umbrella/raincoat/hand sanitiser
- Ensure signage on guidelines for maintaining social distancing and promoting hygiene measures is clearly displayed (and ensure these remain up to date as restrictions change)
- Player/parent briefings should be held outdoors on a tennis court where social distancing can be observed or in a large open space. This should not be held indoors
- Posters that can be used to aid communication will be available from the COVID-19 section of the [Resource Library](#)