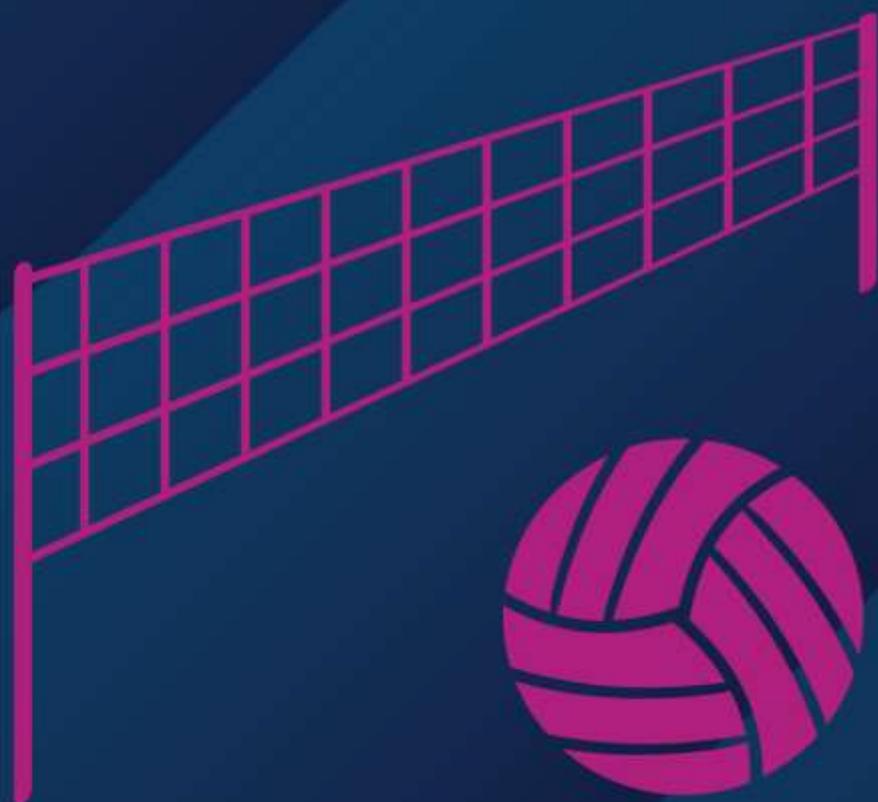


Pop Up and Play

'How To' Guide
Volleyball



Scottish
Volleyball

POP UP AND PLAY

‘HOW TO’ - GUIDANCE PACK FOR CLUBS

The following guidelines have been created in line with Scottish Government guidance and refers to **outdoor activity only**. As with the rest of the guidance for this phase, this is very much subject to change on an as known basis.

This guidance supports the safe practice of cooperative outdoor volleyball which will be limited in the first instance to court rental or small group activity only, to ensure play is organised and delivered in a controlled manner.

For sessions involving adults, the maximum number of people per group should be 15 from a maximum of 5 households only. The maximum number of people per court is 4, to allow social distance (2 metres) to be maintained at all times, and as long as specific conditions and public health and hygiene standards can be met.

For all ages, the maximum number of people per session should be 15 (including any coaches) and the duration of a session should not exceed 90 minutes.

From Monday 13th July 2020, for participants under the age of 18, there is no longer a requirement for them to stay physically distanced **during play**:

- Children aged 11 years and younger are not required to physically distance at any time, as set out in Scottish Government guidance.
- For older children aged 12-17 a ‘field of play bubble’ can be created during organised sports activity that allows contact whilst the activity is taking place, in effect suspending physical distancing guidelines for the duration of the activity only. **Normal physical distancing guidelines will however apply before and after the activity takes place for this age group.**

Coaching activity is permitted during Phase 3 but coaches should not deliver training to more than 4 households (or extended households) at any one time or provide coaching to more than 4 households (or extended households) per day. **An exception to this would be when coaching organised children’s activity from Monday 13th July 2020. In this situation, the 4-household rule does not apply to coaches.**

When coaching participants under the age of 18 during Phase 3, we recommend at least 2 coaches are present to support efficient implementation of COVID-related protocols.

Coaches and other adults supporting organised children’s activity should attempt to keep physically distant where possible, but it is recognised that

this will not always be possible. In such circumstances the club 'Covid Officer' should consider appropriate mitigating actions as part of the risk assessment.

The following guidelines should be read in conjunction with the guidelines for players and coaches below and all elements of the guidelines should be considered to ensure the activity is delivered safely.

STAY UP TO DATE

- Government information around social distancing is available [here](#) and should be read in full and checked on a regular basis.
- Be aware that guidance can change, and restrictions may be reintroduced – The most up to date guidance can be found on the [SVA website](#).
- All club activity should be consistent with the government guidance regarding health, travel, social distancing, and hygiene at all times.
- Travel restrictions outlined by the Scottish Government should always be adhered to. As of Friday 3rd July 2020, the 'stay local' (5 mile) travel restriction has been lifted allowing people greater opportunities to take part in outdoor physical activity and exercise. As a result of this change in guidance, people can now travel out with their local area to take part in recreational activities. Up to date guidance is available at [Scottish Government Phase 3: Staying safe and protecting others](#)
- Where possible avoid using public transport and adhere to Scottish Government physical distancing and travel guidelines: [Scottish Government Phase 3: Staying safe and protecting others](#).
- As a measure of good practice, clubs should seek to appoint a 'Play it Safe' Ambassador to lead the regular review and implementation of safe practice procedures, and connect with members and your local community in line with the most recent Scottish Government guidance. A role description of the 'Play it Safe Ambassador can be found in the [SVA COVID-19 Resource Library for Clubs](#). Once appointed, please inform the SVA of your 'Play it Safe' Ambassador.

ORGANISE YOUR CLUB 'POP UP AND PLAY' STATION



- You can POP UP and PLAY outdoors on sand or grass.
- Don't have equipment for outdoor play? See image for an example of a portable net system you can look to purchase for your activity.

ASSEMBLING YOUR OUTDOOR COURT

- Source written approval from the landowner e.g. local authority consent may be needed before you set up your net– Clubs are not permitted to use venues other than those already agreed in advance of the session.
- Your outdoor activity site should be on as flat a surface as possible in a location that can be separated easily from passers-by.
- One key person should be allocated to assemble your net system and court lines to minimise common touch points between people.
- Assembly can be done in around 10 minutes with most portable net systems.

SITE MANAGEMENT

- All clubs/groups should have means of clearly defining your outdoor activity space and separating from public use. Examples could be temporary boundary barriers that help keep non-participants clear of the space and prevent volleyballs from rolling too far from the activity space.
- Clubs 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 volunteers and the public are protected. A risk assessment template is available from the [SVA 'COVID-19 Resource Library for Clubs'](#).

- Any measures that clubs put in place to enable volleyball 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.
- Clubs should check with their current insurance provider to ensure they are covered for the planned adapted activity.

OUTDOOR FACILITIES

- All generic club equipment should be thoroughly cleaned before and after using cleaning products that conform to EN14476 standard.
- Equipment used to set up the net should be removed from the court and stored safely until the end of the session when it should be cleaned thoroughly according to guidance.
- Spectating by family members and passers-by should be actively discouraged. Where attendance of a parent/guardian (non-participant) is required, or a carer for a disabled player, it should be limited to one per player where possible, with social distancing strictly observed while watching the sessions (consider marking out specific boxes/areas for this purpose). *Please see [SVA 'COVID-19 Resource Library for Clubs'](#) for ideas of how to connect families to your club to allow them to participate together.*
- A one-way system in and out of your outdoor activity space should be considered as well as a one-way system around your court. Movement from participants under the net should be actively discouraged to ensure social distance (2 metres) is maintained at all times and to minimise touch of common surface points and equipment.
- Clear signage should be in place to support all the above measures.

HEALTH SAFETY AND HYGIENE

- Clubs should produce their own bespoke **COVID-19 cleaning procedures document**, and this should be referred to at all times. A template for this can be found in the [SVA 'COVID-19 Resource Library for Clubs'](#).

- Ensure that any person who attends a session who is known in the last 14 days to have (or had) symptoms, contact with a known/suspected case, or be at high risk, is refused entry.
- Anyone who develops symptoms during a club session should follow the reporting illness procedures for guidance on how to terminate a session if this happens. The Reporting Illness Procedures can be found in the [SVA 'COVID-19 Resource Library for Clubs'](#).
- Hand sanitiser should be provided for use at entry/exit points and around the activity space for regular use by all. Hand sanitiser should be at least 60% alcohol based and detergent wipes are appropriate for the surface they are being used on.
- We discourage use of wipes where possible for environmental reasons, particularly at beach sites, but where necessary for wipes to be used, please ensure correct disposal of all used materials. Where possible, use environmentally friendly cleaning products to avoid any harm to local coastal wildlife.
- Disposable gloves should be provided on site for use when following **COVID-19 Club Cleaning Procedures**. For information on the safe disposal of gloves and used items such as tissues, please see the following [link](#).
- All common touch surface points and equipment should be cleaned regularly whilst wearing disposable gloves (as per club COVID-19 Cleaning procedures).
- Please ensure the first aid equipment has been updated appropriately for the COVID pandemic and first aiders have undertaken appropriate additional training.
- First Aid kits should now contain a face mask/covering in the case that social distancing has to be breached in order to administer first aid treatment. Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#).
- Ensure usual access to First Aid equipment on site. Consider the purchase of additional First Aid Kits for those delivering sessions to avoid using shared equipment where possible. Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#)
- Prominent signage should be displayed around the court encouraging participants and coaches to follow club hygiene protocols. This

signage can be found in the [SVA 'COVID-19 Resource Library for Clubs'](#).

OUTDOOR VOLLEYBALL ACTIVITY

- Cooperative outdoor volleyball will be limited in Phase 3 to court rental or small group activity (maximum of 15 people from 5 households) only to ensure play is organised and delivered in a controlled manner.
- The maximum number of adults (aged 18 or over) per court is 4, to allow social distance (2 metres) to be maintained at all times, and as long as specific conditions and public health and hygiene standards can be met.
- **From Monday 13th July 2020, the only exception to the physical distance guidance is for participants under the age of 11, who are no longer required to physically distance at any time. For players aged 12-17, physical distancing is not required during play, but must be maintained before and after play.**
- Coaching activity is permitted during phase 3, but coaches should not deliver training to more than 4 households (or extended households) at any one time or provide coaching to more than 4 households (or extended households) per day, unless coaching children under the age of 18. In this situation, the household rule does not apply to the coach.
- Parents/guardians who are supervising their children should abide by Scottish Government physical distancing guidance and stay at least 2m away from those out with their own household. Groups of parents from different households should not congregate before, during or after the activity.
- The maximum duration for organised outdoor activity should be 90 minutes.
- Activity should be organised by the club for members only to ensure play is organised and delivered in a controlled manner and follows social distancing rules at all times. (Government guidelines must be followed for maximum numbers per court and household rules).
- A register of all participants and their relevant contact details must be recorded by the club for every booking. Please ensure this

process is carried out in such a way as to reduce transmission of the virus e.g. participants should use their own pen to sign in and hygiene measures followed at all times. If a pen is shared, it must be cleaned thoroughly between uses. **A club register template can be found in the [SVA 'COVID-19 Resource Library for Clubs'](#).**

- Before the first face to face session, all participants must sign and complete **the club Participant Agreement Form** (see [SVA COVID-19 Resource Library for Clubs](#)) and return to their club 'Play it Safe' Ambassador to confirm they are agreeing to adhere to the guidance outlined in this document.
- If any generic club equipment is used, e.g. volleyballs, it should be thoroughly cleaned using cleaning products that conform to EN14476 standard **as per the Club Cleaning Procedures** before and after use.
- Unnecessary equipment (cones, agility ladders etc.) should be avoided to minimise touch of common surface points between participants and reduce the number of items needing cleaned at the end of each session.
- See [SVA 'COVID-19 Resource Library for Clubs'](#) for the suggested adapted formats of play at various levels of restrictions to allow for social distancing guidelines to continue to be followed.

BOOKINGS AND PAYMENT

- All registrations and payments for small group participation must be made in advance of the activity (at least 24 hours to allow for consent/registration forms to be completed and returned).
- Payments should be online only and cash payments should be avoided until further notice.
- A short transition period (15 minutes) should be implemented between sessions to allow for cleaning procedures to be completed and to allow for players to leave before the next players arrive, ultimately minimising social interactions that could occur as sessions overlap.

COMMUNICATION

- Communicate with your members/customers clearly and regularly, making them aware in advance of the measures you are putting in place at your club, and guidelines they are being asked to follow. See [SVA 'COVID-19 Resource library for clubs'](#) for email templates and

ideas for communication to your club members.

- You may also want to inform your local community to ensure that public perception of your activity is managed, and they are confident that what you are delivering is safe.
- Ensure signage on guidelines for playing volleyball safely and promoting hygiene measures is clearly displayed and up to date as restrictions change).
- Posters and signs that can be used to aid communication will be available from the [SVA 'COVID-19 Resource Library for Clubs'](#).

COACHING

- Please refer to the SVA 'Playing it Safe' Guidelines for Coaches.
- Additional resources for coaches is available at [Getting your coaches ready for sport](#)
- Clubs should liaise with their coach(es) to ensure an approach to activity is agreed that is feasible to deliver safely, and how coaches can be supported to deliver lessons.
- Revised Codes of Conduct should be understood and signed by each coach during a process of re-induction for coaches to learn about the new way of working at the club and their role within that.

COMPETITIONS

- The initial focus of this phase should be to facilitate recreational and social play, allowing players to spend time practicing.
- The SVA will provide guidance for the resumption of competitive activity in due course.

DISMANTLING NET SYSTEM

- The person dedicated to assembling the net should also be responsible for taking it down.
- All parts should be cleaned thoroughly before returning to the storage bag. Gloves should be worn to clean the net system and then disposed of appropriately.