

Norfolk Broads Yacht Club

Covid Security Advice and Instructions.

Dated: March 2021. To be reviewed as and when lockdown restrictions are eased.

NB: Please ensure read these carefully as there are significant amendments from the previous version. A detailed timetable for the club returning to full activity is separately available.

This document is to be considered in the light of the current Covid advice in force and consequent advice from HMG, also any guidance pertaining from the RYA and the Broads Authority.



This advice and instructions will be regularly reviewed and the latest version will be authoritative.

Any breach of the guidance in this document, by a member or staff, may be considered in the light of the NBYC Disciplinary Policies pertaining and if considered appropriate action permitted within those policies will be taken.

References:

1. <https://www.gov.uk/coronavirus>
2. RYA Covid FAQs in England from 5 Jan 2021.pdf

Introduction:

The Health & Safety of the members, staff, volunteers and visitors to NBYC is of prime concern. The measures outlined are taken to ensure Covid security and to minimise risk of the transmission of infection. Implementation of this advice and instructions is the responsibility of all.

All are asked to continue to be considerate of the requirements, the needs and the concerns of others. All should be mindful of the need for a conservative approach to their own activities and aware of the impact they may have on others.

There will continue to be a phased, considered and conservative approach over an as yet unknowable period. Every effort will be made to restore full activity but only when it is safe and prudent and much will depend upon demand and proper adherence to this guidance.

A considered approach:

1. The Covid Security Team will take lead responsibility for the ongoing review and implementation of this document.
2. They will use reasonable endeavours to ensure all who need to be are aware of what is identified as being the requirements.
3. They will assess risk and decide upon controls, reviewing this document as and when required.
4. They will seek feedback and evaluations from all involved and modify this document in the light of that feedback.
5. They will use reasonable endeavours to ensure that any necessary equipment or facilities and signage is available to meet the requirements of this document.
6. It must not be assumed from the content of this document that a particular activity or facility is available. For example motor watercraft or racing. Only that when they are available these will be the protocols in place.

General Controls:

All who are unwell, who have any symptoms of Covid-19, or have been in contact within the last 10 days with a person who has shown symptoms, must not attend the club.

All must 'log in' to the club on arrival either as an individual via the NHS App or as the head of a household on the log sheet held near the club office.

Sailing can be hazardous and it is incumbent upon all members to decide when and how they may sail safely. Rescue and recovery, when available, may require others to hazard themselves when assisting and all should take every precaution and make prudent decisions so as not to call upon the assistance of others.

Whilst onshore at the club, all persons not in the same household group, must observe guidance for social distancing at all times.

All are required to observe relevant signage and conform to any stated expectations.

All should give consideration to the use of face coverings whilst on land and/or when preparing boats in close proximity to others.

All must wear a mask or face covering when intending to enter any building.

All must wash their hands after touching common surfaces and always after coughing or sneezing.

Members must provide their own hygiene materials for use on their own craft, when preparing to sail or returning from sailing.

NBYC will provide materials necessary only for the use of common facilities such as toilets and club watercraft.

NBYC sailboats and all related equipment will not be available to members until they can be used and maintained in keeping with good hygiene practice: <https://www.gov.uk/coronavirus> and current guidelines from HMG.

Advice and Guidance for users of NBYC motorised watercraft, i.e. Teal and rescue boats. Guidance is an addendum to this document. No person may use club watercraft without the express permission of a Flag Officer, the Duty Manager or the duty Race Officer.

When open those using the bar or galley must follow all instructions in place at that time and follow the flow route laid out with care.

Controls Specific:

Office.

The office is temporarily sited within the clubhouse.

The office can be contacted within the normal stated hours by phone or email.

Should the temporary office be manned only one member/visitor will be permitted in the counter area at any time.

Any payments within the office will only be made through the use of contactless cards or NFC equipment.

Toilets.

Toilets will be open and it is the responsibility of those using them to observe social distance and to clean any and all surfaces they touch after use - including door handles and taps.

Some facilities will be closed for use, such as changing rooms, showers, one urinal in the male toilets, two cubicles in the ladies toilet and lockers to discourage unnecessary contact. These will not reopen until after 21/6 at the earliest.

Launching and recovery or leaving and returning to a berth or mooring.

It is incumbent on each boat owner to plan how and when they may safely prepare or secure their boat in a safe and proper manner within these guidelines.

Consider that you will only be able to call upon the close assistance of members of your own household.

Moving along narrow walkways must be planned and your intentions made clear to other users.

Please be considerate and patient whilst others are moving.

The Crane, Cradle/winch and power washer.

Surfaces to be touched, such as buttons and handles must be cleaned by the user before and after use. Club materials will not always be available so if you plan to use this equipment be prepared to provide your own. The areas should be considered as potentially contaminated, (Red Areas), at all times.

Race Control.

Only one person will be permitted within the timekeeper/recorder area of the box at any time other than when two persons are of the same household.

The occupant of the box will clean any surfaces and hard surface equipment before and after use.

Records and forms and soft single use materials should be disposed of at the end of any session.

Only one person may serve as 'flag puller' at any time and only they will handle signal flags and course boards other than when two persons are of the same household.

Only the 'flag puller' may enter the signal storage area, other than the occupant of the box passing through in which case social distancing will be observed.

The 'flag puller' will clean any hard surfaces and hard surface equipment in the signal storage area before and after use.

After use flags must not be rolled but hung in the storage area to air.

The Starting Platform can only be used by members of the same household.

Small races may, at the participants request, be started from a club boat. This boat can only be manned by members (other than of the same household), if social distancing protocols can be applied.

Communication - consider that radios may not be available. If used radios must be sanitised between users.

Courses.

Racing buoys can only be moved if essential by the designated race officer, or a single person nominated by them for the day. They must be considered 'red areas' or potentially contaminated at all times.

Race Officers should however use their best endeavours to achieve a coherent course using the buoys in their fixed positions so as to minimise movement.

The Start Line Pole may only be moved by the Race Officer, or a single person nominated by them for the day and then only when absolutely essential. The pole must be considered a 'red area or potentially contaminated at all times.

Addendum 1.

NBYC Motorised Watercraft.

NB. This guidance includes the use of Teal, any rib, dory or work boat.

Boats may only be used with the expressed consent of the Duty Flag Officer, the Club Manager or Race Officer who will ensure the user is aware of these provisions.

The user is responsible for ensuring contact surfaces within the boat are cleaned before and after use.

Volunteers manning a rescue boat must be from the same household until the Covid Alert Level permits.

Persons using Teal, when not from the same household, must maintain social distance, no more than two being in the boat at any time and wearing face coverings.

Face coverings must be worn when approaching persons or craft needing assistance.

On approach a rescue boat should assess the urgency of the situation and how it may be recovered with minimal contact. Consider:

- Maintain hailing distance unless physical support is required.
- Choose techniques in line with the RYA safety boat handbook that minimise physical contact: e.g. mast tip, use of centreboard, scoop method.
- Where possible tow astern rather than alongside.
- When recovering a person from the water minimise physical and face to face contact: e.g. use a ladder, engine as a step, deflate a sponson.
- Take any person who has entered the water, and is unable to recover the boat, ashore immediately and recover the boat when safe to do so.