

Instructions to Vice-Captains & Coaches

A1 When you are contacted by a member (or parent of a rower) who has been advised to self-isolate, identify their **close contacts*** from the two days prior to their self-isolation.

A2 If they have not been at the club in the previous two days, you do not have to carry out any further actions.

A3 Advise the close contacts directly, preferably by phone, and start recording the events on the Covid-19 proforma (if no close contacts, send proforma to Safety Adviser & Club Captain).

A4 Post a message on your squad WhatsApp group detailing the circumstances.

A5 If two days have passed, and the close contacts have not developed symptoms, post a message on your squad WhatsApp group stating that the squad is no longer at risk and send the completed proforma to the Safety Adviser.

B1 When you are contacted by a member (or parent of a rower) who has Covid-19 symptoms, or has tested positive, identify their **close contacts*** from the two days prior to symptoms appearing. Close contacts must be told to self-isolate at home and not return to the club until 10 days have passed and they are symptom-free.

B2 If they have not been at the club in the previous two days, you do not have to carry out any further actions, although you may wish to inform your squad of the situation.

B3 Advise the close contacts directly, preferably by phone, and start recording the events on the Covid-19 proforma (if no close contacts, send proforma to Safety Adviser & Club Captain).

B4 Post a message on your squad WhatsApp group detailing the circumstances and send proforma to Safety Adviser & Club Captain.

B5 If the close contacts have not developed symptoms within 10 days, post a message on your squad WhatsApp group stating that the squad is no longer at risk and send proforma to Safety Adviser & Club Captain.

B6 If one of the close contacts advises you that they have developed symptoms, go back to B1 above.

C1 If you have been advised to self-isolate, identify your **close contacts*** from the two days prior to your self-isolation.

C2 Advise the close contacts directly, preferably by phone, start recording the events on the Covid-19 proforma and send to Safety Adviser & Club Captain.

C3 If you have not been at the club in the previous two days, just advise the Club Captain of your situation.

C4 Post a message on your squad WhatsApp group detailing the circumstances.

C5 If two days have passed, and the close contacts have not developed symptoms, post a message on your squad WhatsApp group stating that the squad is no longer at risk and send proforma to Safety Adviser & Club Captain.

D1 If you develop Covid-19 symptoms, identify your **close contacts*** from the two days prior to your symptoms appearing.

D2 Advise the close contacts directly, preferably by phone, start recording the events on the Covid-19 proforma and send to Safety Adviser & Club Captain.

D3 If you have not been at the club in the previous two days, just advise the Club Captain of your situation.

D4 Club Captain nominates a deputy to take over.

D5 Post a message on your squad WhatsApp group detailing the circumstances.

D6 If the close contacts have not developed symptoms within 10 days, your deputy posts a message on your squad WhatsApp group stating that the squad is no longer at risk and send proforma to Safety Adviser & Club Captain.

D7 If one of the close contacts advises your deputy that they have developed symptoms, go back to B2 above.

***Close Contacts** are defined as:

a) having face-to-face contact with someone less than 1 metre away (regardless of face coverings) – a cox facing a stroke will fall into this category,

b) spending more than 15 minutes within 2 metres of someone – this would apply to rowers in doubles, quads, 4s & 8s, but technically only adjacent rowers. In addition, I would consider all the rowers in the gym at one time undertaking strenuous exercise to be included, i.e. all would be close contacts.

c) travelling in a car with someone (even on a short journey) – could apply to rowers sharing lifts, but the club has no control over this.

Mike Selway
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