

August 2020

Dear Players, Members, Parents & Guardians,

I am delighted to be writing to you all with our firm plans to start the 2020-21 hockey season from Tuesday 8th September for both the ladies and juniors and later in September for the men. It has been a saga to get to this point and without the volunteer efforts of a few we would never have got here. Grateful thanks to Jo, Carolyn, Sally, Lucy, Zoe and Julie.

In order to comply with EH we have had to name a club Covid officer. I have volunteered for this role. I can be contacted on mike.hollywood@btconnect.com and will act as the track & trace liaison with EH should an issue arise.

If any of you should become sick with Covid-19 symptoms, test positive for Covid-19 or have been exposed to a suspected or confirmed case then please contact me. I will then contact other participants to let them know that there is a suspected case of Covid and to monitor their own health. In addition I will contact England Hockey to inform them of a suspected or actual case.

Before training

As we have to be strict on numbers at training (to remain compliant with EH guidelines) the whole club will be using the Teamer app to allow us to assess availability for any given session and then the coaches can plan accordingly. This will become the first part of our track and trace procedure and as such just turning up without prior teamer notification will not be allowed. If your availability changes and you can now attend a session you previously could not then all you have to do is amend the app at least 24 hours before the session. Likewise if you can no longer make a session, especially if you are ill, then please amend your availability as soon as possible to prevent unnecessary tracing should it be required.

Getting to and from the pitch

Site Maps are available on the website, detailing the route you must follow to and from the pitch and to the toilets should you require them. This route is insisted upon by the facilities management and whilst not our preferred option we have been unable to change their opinion. As such we made an addition to our risk assessments requiring all players, over the age of 11, and all parents to wear a face mask to and from the pitch when mixing with other facility users. At junior sessions we ask that only one parent/guardian accompanies their child to the registration point and that they then follow the club one way system around the registration point to speed the process up.

We will not be allowing spectators inside the cage (fencing) around the astro pitch at this point. We would encourage parents/guardians to remain on site (in case the children become ill during the session and we need them to be removed immediately) and watch from your cars. If you wish to watch from the other side of the cage then we respectfully remind you of the government's advice that groups should not be of more than 6 people and that you should remain socially distanced.

Registration at training

Within 24 hours of each training session or match I need to have submitted a registration sheet to EH detailing who took part. As you can imagine I cannot attend every session, due to work commitments, so we have set up Covid groups to aid with the registration process and to forward the registers to me.

These groups include the following people

Ladies – Jo TE, Carolyn, Vix, Zoe, Julie and myself

Men – Matt C, Rob C, Ian C, Chris B

Juniors – Zoe, Lucy, Andy & parent helpers who will be contacted directly by the coaching team

Below is the attendance sheet EH have asked us to complete so you can see what data is being stored.

First Name	Surname	Date of Session (in dd/mm/yyyy format)	Time of Session (From - To in hh:mm as 24 hour format)	Location of Session
Joe	Bloggs	18/09/2020	20:00 - 21:30	Bisham Abbey Main Pitch

I also attach the data privacy notice that EH have given to go along with this explaining the reasons for wanting the data.

Purpose of data collection
The data is collected in order to support NHS Track and Trace. This information will only be used where necessary to help stop the spread of COVID-19.
Lawful basis for processing
Legitimate interest or public task
Data storage
- Data will be stored securely in accordance with the GDPR
Data retention and deletion
Attendance Records: To support NHS Test and Trace, attendance records will be retained for 21 days from receipt. This reflects the incubation period for COVID-19 (which can be up to 14 days), an additional 7 days to allow time for testing and tracing and allows for reporting time. After 21 days, this information will be securely disposed of or deleted.
Participation Agreements: These will be retained for a period of one season and renewed if required. This is to ensure that participants can be contacted by NHS Track and Trace and/or appropriate Covid Officers if necessary.
Data sharing
In the event that the Covid Officer is contacted by the NHS track and trace, the details you provide will be shared. NHS Test and Trace will ask for these records only where it is necessary, either because someone who has tested positive for COVID-19 has listed this activity as an event in which they participated, or because this event has been identified as the location of a potential local outbreak of COVID-19. For more information on the use of your data by NHS Track and Trace please visit the .gov website (https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works) The data will also be shared with England Hockey for the purposes of supporting NHS Track and Trace.

For my part I will be deleting all attendance records from my home PC after 21 days.

At the registration point each participant (or parent) will be asked have they self-screened, prior to arrival at any session, to ensure they do not have any of the following symptoms (confirmed by a parent for those under age 18), as these are highly suspicious of COVID-19 infection.

- A high temperature (above 37.80 C)
- A new continuous cough
- Shortness of breath
- A sore throat
- Loss of or change in normal sense of taste or smell
- Feeling generally unwell
- Been in close contact with / living with a suspected or confirmed case of COVID-19 in the previous 2 weeks.

As you can imagine we envisage the registration process taking a little longer than the usual start of the session and as a result sessions may be shortened to facilitate this.

Training & matches

All participants must bring their own named hand sanitiser and a named water bottle with them to each session. Please arrive at the session ready to play and only bring essential kit with you. The dugout are out of bounds but kit can be placed around the sides of the pitch 2m apart from your neighbours. Do not touch the balls with your hands – use your sticks or if needed feet. Training groups will be communicated to you by the coaches. All participants must be mindful of social distancing when not in play and need to avoid exuberant goal celebrations and unnecessary player contact. In line with EH guidance we will have zero tolerance toward spitting, nose clearing and chewing gum during any club sessions.

At the end of the session

Juniors need to be collected promptly at the end of the session to allow the Covid and coaching teams to set up for the next session.

Covid-19 & Club finances

Many of the added costs (PPE, hand- sanitiser, disinfectant etc.) have been covered by generous donations from committee members so far. There will, however, be added pitch costs associated with the proposal that this year's seniors season is elongated finishing in April rather than March. We hope to mitigate this by making a single change. All adult members pay £24 into a 'member's fund' as part of their membership fees. This money, along with providing a members a '100-club' like draw and the chance to win a cash prize, is used for expensive projects and kit purchases should the club need to make any. This year we are proposing to suspend the fund draws and distribute this £24 into general club coffers to pay for pitch hire etc. This will be voted on at the AGM next month. As it currently stand YOSC are unable to provide match teas after senior matches so the club could have some savings here if this continues. This however would be cancelled out by the lack of fundraising opportunities available with social-distancing rules as they are.

The committee are pleased to say that senior player fees and subs can therefore be held again at the current level should the members fund money be used differently this year. However YOSC have already informed us that pitch hire costs will increase in the 2021-22 season and as such our fees will have to go up next season.

With regards to the juniors we have yet to be informed if there will be any Avon league fixtures this year and as such we are planning for the season to run along its normal lines finishing in March. As such we propose no change in junior fees this season. The caveat to this is should the junior season be elongated by competitions, an additional fee may have to be requested to cover the pitch hire costs that have not been budgeted for.

We appreciate your understanding.

Yours sincerely,

Michael Hollywood

YHC Chair