



GUIDELINES FOR REOPENING

- This document sets out guidance to Members on the reopening of Tonbridge School Centre through the COVID-19 outbreak.
- Where further guidance is published by HMG, RLSS, UK Active or CIMSPA or any other recognised professional organisation, the procedures will be reviewed in the light of the guidance.
- Risk assessments covering all changes are in place.

OPENING TIMES, FACILITIES, CONTACTING AND BOOKINGS

Centre Opening Hours

- Opening hours are as normal.
 - Monday – Friday : 6am – 9pm
 - Saturday : 8am – 8pm
 - Sunday : 9am – 7.30pm

Centre Facilities

- The café area will reopen on Monday 26th July.
- The bar area will remain closed until further notice.

Contacting and Bookings

- Advanced booking for all sessions running between Monday 19th – Sunday 25th July will continue to be required (as bookings have already commenced).
- From Monday 26th July Members will no longer be required to book pool, sauna, athletics track and gym sessions; however, classes and tennis courts will remain bookable on-line up to 8 days in advance. Individual Member logins have been emailed to all Members on 15th July 2020.
- Please email the reception team on tsc@tonbridge-school.org if you would like to be sent a reminder.
- Card/contactless payment will be the preferred method of payment, if paying at TSC.

CENTRE OPERATIONS

Communications

- The test and trace QR code system will remain in place.

Cleaning & High Contact Areas

- Rigorous cleaning procedures continue and have been increased due to Covid-19.
- Staff will carry out regular cleaning of high-contact touch points throughout the Centre, including changing rooms.
- If there is a COVID-19 case at TSC, staff will follow PHE guidance while cleaning all areas of the facility.
- Water fountain mouth pieces have been disabled but are still available to fill water bottles.
- All Gym equipment and surfaces are to be cleaned and the area will be 'fogged' with a disinfectant sprayer at the close of each day in accordance with the cleaning schedule and policy.
- The pool hall and wet change area will also be fogged every evening.

Staff PPE

- Tonbridge School Centre will work in line with Government and Public Health England (PHE) advice.
- Facemasks and gloves will not be mandatory for staff unless their role / duties require it.

Hand Hygiene

- Handwashing facilities are available within toilet areas and will be regularly checked to ensure they are fully stocked.
- Hand Sanitisers / cleaning wipes will be always accessible throughout the Centre.

First Aid

- The Centre will continue to provide first aid, whilst mitigating the risk from COVID-19.
- PPE will be worn by staff providing first aid and if possible and appropriate, casualties may also be encouraged to wear a face mask.
- In the unlikely event that CPR is needed PPE will be worn by staff.

Staff Training

- Staff have been trained in the 'Tonbridge School Centre COVID-19 Operating procedures' in order to effectively manage and operate Tonbridge School Centre.
- If there is a COVID-19 case in the facility, TSC will follow PHE Guidance.

ACCESSING AND NAVIGATING TONBRIDGE SCHOOL CENTRE

- Members should enter Tonbridge School Centre by the main entrance located at the front of the building, leading to TSC Reception.
- Please use one of the swipe machines as you enter the building. One is located on the reception desk the other by the trophy cabinet.
- The one-way system will no longer be in effect.

TSC Reception

- A Perspex screen is in place at the reception desk.
- Sanitising stations have been placed by all entrances and exits.

Face Coverings

- You will not be required to wear a face covering, however, you can if you would like to do so.

Toilets

- All toilets will remain in use and designated male, female or disabled.

Changing rooms and Showers

- Changing rooms and showers are available.
- All lockers are available for use.

Gym

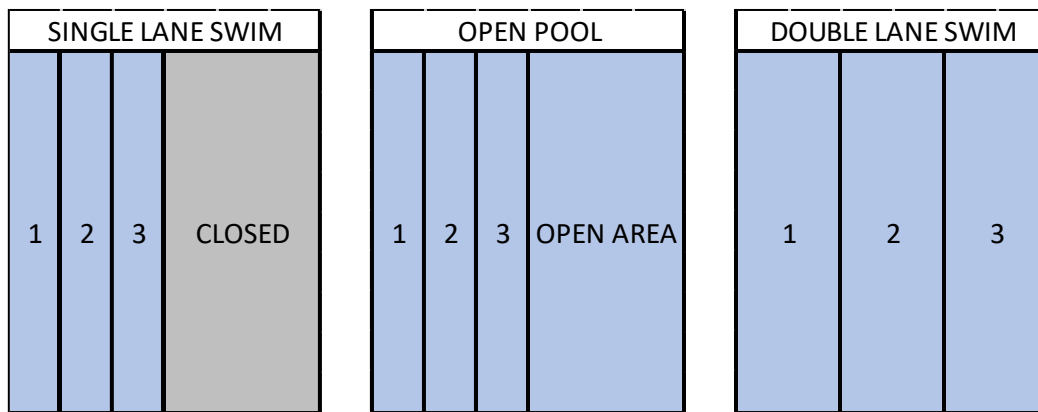
- The outside training area by the lower gym doors will remain (when weather allows)
- Members must clean all equipment with a sanitising wipe or spray before and after each period of use. This includes resistance bands, yoga blocks, dumbbells, and weight Plates.

Studio

- Indoor classes resumed on 17th May 2021 in accordance with Government regulations.
- We will continue to offer a mix of both indoor and outdoor classes.
- Class sizes will gradually increase to optimum levels.
- Equipment (including mats etc) will be cleaned in between use. This will be led by the Instructor, with participants cleaning their own equipment, using the spray and cloths/wipes/blue roll provided.
- Extra hand sanitising dispensers have been installed.

Swimming Pool

- The pool will open whilst following all PWTAG, Swim England and Government guidance.
- Changing rooms and showers will be available; you may also arrive swim ready.
- The pool will revert to the standard set up of 3 single lanes and an open area, double-lane swimming, or single lane swimming during standard Members' swims.



- Family splash will return to its previous format.
- Overtaking is permitted
- All strokes are now permitted.

Sports Hall, Courts and Climbing Wall

- Activities will be reintroduced following current NGB guidance.
- Sanitising stations are in place.
- All equipment will be cleaned before and after use
- Doors will be left open when it is safe to do so.

Sauna

- Members are required to sit on a towel and clean the area where they have been sitting before leaving the sauna.
- The drench shower is now available

Café / Bar area

- The bar area will remain closed
- The temporary free weights/stretching area will be removed, and the café will be reinstated from Monday 26th July.
- Drinks and snacks will be available from the vending machines.