



## Hygiene and Facility Guidance (v18)

21<sup>st</sup> December 2020

To enable table tennis to return safely to clubs and other indoor venues, we have produced a set of recommendations that can help table tennis to start again safely. It is important to note that these will be a set of recommendations for clubs, leagues, coaches and other organisations to implement and will need to be adapted for individual environments. We have been offering one to one sessions for clubs or leagues with a Table Tennis England member of staff to discuss the implementation of these guidelines in your facility/facilities and this offer remains, please click on the following link to book a session.

<https://docs.google.com/forms/d/1K3s6uwS699xgdElsBv8-ik0iZXSQeZmbxcwVxkwAhl0/edit>

The recommendations below are also included in our initial template facility guidance documents (more detail is provided in this document for some areas), which can be found on the Table Tennis England website. Guidance may well continue to change and be adapted in line with guidance from DCMS and Sport England.

Following the Government announcement on November 23<sup>rd</sup>, the below outlines our guidance for the return to the tier system across the country, following lockdown 2.0 ending at 12.01am on Wednesday December 2.

The announcement also means that we **move back to stage IV** of the ready to return roadmap, although the level in which individuals/areas of the country are able to operate under stage IV will depend on the tier level, as outlined below.

The guidance has since been updated following the Government announcement on 19<sup>th</sup> December and the introduction of Tier 4 restrictions.

**Recently updated areas are highlighted in grey**



Area of consideration	Tier 1 - Medium	Tier 2 - High	Tier 3 – Very high	Tier 4
<b>Under 18's and Disabled People</b>	<ul style="list-style-type: none"> <li>The exemption for under 18's now includes young people who were under 18 on 31<sup>st</sup> August 2020, even if they turn 18 during the remainder of the academic year.</li> <li>U18's* and Disabled People can continue to train in bubbles of up to 15 players across all tiers (please see pg 6 for further guidance on U18 bubbles). U18 players can travel across tiers, for example a player from tier 3 can train in a tier 1 area and vice versa.</li> <li>Multiple bubbles can be in the hall at any one time, but they must not mix when playing or socially.</li> <li>Doubles play is not permitted, unless with members of your own household or support bubble</li> </ul>			<ul style="list-style-type: none"> <li>The exemptions of Tiers 1 -3 do not apply.</li> <li>Schools can use sports, leisure and community facilities where that is part of their normal provision</li> <li>Organised outdoor table tennis for U18s and Disabled People is allowed.</li> </ul>
<b>Over 18's</b>	<p>Over 18's can continue to take part in indoor sport in bubbles of six or less (please see pgs 4-6 for further guidance on bubbles)</p> <p>Multiple bubbles can be in the hall at any one time, but they must not mix when playing or socially.</p> <p>You can swap the bubble you play in the following day.</p> <p>Doubles play is not permitted, unless with members of your own household or support bubble.</p>	<p>Over 18's can train with one person from one other household only; training in larger groups will only be possible if with people from the same household or support bubble.</p> <p><a href="http://www.gov.uk/government/news/culture-secretary-announces-return-of-fans-to-elite-sports-events-and-reopening-of-grassroots-sport-from-2-december">www.gov.uk/government/news/culture-secretary-announces-return-of-fans-to-elite-sports-events-and-reopening-of-grassroots-sport-from-2-december</a></p> <p>Multiple groups of two people can be in the hall at any one time, but</p>	<p>Over 18's must only take part in indoor sport with someone from their own household or support bubble or training with a robot/practising serves on their own etc.</p> <p>Doubles play is not permitted, unless with members of your own household or support bubble</p>	<p>No table tennis can take place indoors.</p> <p><b>Outdoor</b> table tennis can take place with others within your household, support bubble, or with one person from another household.</p>

		<p>they must not mix when playing or socially.</p> <p>Players may play with a different person from another household the following day</p> <p>Doubles play is not permitted, unless with members of your own household or support bubble.</p>		
<p><b>Coaches and travel for coaches and volunteers</b></p>	<ul style="list-style-type: none"> <li>Coaches and volunteers from a tier 1, 2 or 3 area can continue to run/organise coaching sessions for U18 players, Disabled People and/or in educational settings where the sport is for the purpose of education, such as curriculum sport or playing for school/ college/university teams, and can do so in any tier.</li> <li>Coaches and volunteers can move across all tiers, for example a coach/volunteer from a tier 1 area, can coach/volunteer in tiers 1, 2, 3 and 4, if they are coaching sessions as outlined in the guidance at the appropriate tier for U18's and over 18's. Coaches and volunteers from a tier 4 area, should aim to avoid travel into a tier 1, 2 or 3 area.</li> <li>Coaches can coach multiple bubbles on any one day, but must not coach more than one bubble at the same time.</li> <li>Coaches can continue to coach in educational settings across all tiers.</li> </ul>			<p>Coaches and volunteers from a tier 4 area can continue to run/organise coaching sessions in educational settings where the sport is for the purpose of education, such as curriculum sport or playing for school/ college/university teams, and can do so in any tier.</p>
<p><b>One to one coaching</b></p>	<p>One to one coaching can continue</p>	<p>One to one coaching can continue</p>	<p>One to one coaching in a tier 3 area can continue with one player (inc. adults) from another household. The player and coach are allowed to be from tier 1, 2 or 3 area. This exemption is from the Government to allow for</p>	<p>One to one coaching in a Tier 4 area can only take place outdoors with one player (inc. adults) from another household.</p>



			paid one to one support to continue.	
<b>Clubs</b>	Clubs can continue to operate under the participant guidelines outlined in this document, taking into account various tier levels.			As all indoor sports courts will close, clubs will not be able to operate in this tier.
<b>Leagues</b>	Local leagues can continue to operate, as long as clubs abide by the rule of 6 and follow all guidelines set out by Table Tennis England and the Government.  Players from tier 2 or 3 areas should not take part in league matches in a tier 1 area	Local leagues should not take place in tier 2 areas at this time, with the exception of junior leagues, linked to the exemption for those under the age of 18.	Local leagues should not take place in tier 3 areas at this time, with the exception of junior leagues, linked to the exemption for those under the age of 18.	Local League should not take place in Tier 4 at this time. <b>Junior Leagues should also not take place at this time.</b>
<b>Bars, cafes and restaurants</b>	Bars, cafes and restaurants, including any food or drink facilities inside a clubhouse/leisure facility, can open in accordance with the latest government guidance. The hospitality areas selling food and drink (such as cafes and bars) must close between 11pm and 5am, with last orders at 10pm.  The wider sports facility is not subject to the 11pm-5am closure restrictions.	Bars, cafes and restaurants must close unless they operate as if they were a restaurant. This means serving substantial meals, like a main lunchtime or evening meal. They may only serve alcohol as part of such a meal. The hospitality areas selling food and drink (such as cafes and bars) must close between 11pm and 5am, with last orders at 10pm.  The wider sports facility is not subject to the 11pm-5am closure restrictions. <a href="http://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19">www.gov.uk/guidance/working-safely-during-coronavirus-covid-19</a>	Bars, cafes and restaurants selling food and drink (including alcohol) must close, but can sell food and non-alcoholic drinks through takeaway, click-and-collect, drive through or delivery. Businesses can only sell alcohol through click-and-collect, drive through and delivery to customers who order it in advance via phone, internet, mobile app or post.  <a href="http://www.gov.uk/guidance/working-safely-during-covid-19">www.gov.uk/guidance/working-safely-during-covid-19</a>	Bars, cafes and restaurants selling food and drink (including alcohol) must close, but can sell food and non-alcoholic drinks through takeaway, click-and-collect, drive through or delivery. Businesses can only sell alcohol through click-and-collect, drive through and delivery to customers who order it in advance via phone, internet, mobile app or post.  <a href="http://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/restaurants-offering-takeaway-or-delivery">www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/restaurants-offering-takeaway-or-delivery</a>



		<a href="#">19/restaurants-offering-takeaway-or-delivery</a>	<a href="#">coronavirus-covid-19/restaurants-offering-takeaway-or-delivery</a>	
<b>Local competitions and 1*s</b>	<p>Local competitions and 1*s can continue in tier 1 areas.</p> <p>Local competitions and 1*s should not accept entries from players in tier 2 or 3 areas</p> <p>We are seeking clarity for whether local competitions or 1*s for U18's at this tier need to take place in bubbles of six, or can include bubbles of 15</p>	<p>No local competitions or 1*s for over 18's should take place in a tier 2 area.</p> <p>We are seeking clarity for local competitions or 1*s for U18's to take place at this tier.</p> <p>Players from tier 2 areas should not enter a competition in a tier 1 area</p>	<p>No local competitions or 1*s for any age group should take place in a tier 3 area.</p> <p>Players from tier 3 areas should not enter a competition in a tier 1 area</p>	<p>No local competitions or 1*s for any age group should take place in a tier 3 area.</p> <p>Players from tier 4 areas should not enter a competition in a tier 1 area</p>
<b>Educational settings</b>	Sport in educational settings will be covered by the Governmental exemption for supervised activities for children (i.e. U18's), and so can take place in groups larger than six. This includes pupils over the age of 18, where the sport is for the purpose of education, such as curriculum sport or playing for school/college/university teams, but does not include all activity on the educational site.			
<b>Outdoor table tennis</b>	Outdoor table tennis can take place at tiers 1 to 3 in bubbles of six			Outdoor tables can be used with others within your household, support bubble, or with one person from another household.
<b>Travelling between tiers for players</b>	Individuals from tier 1 can travel into tier 2 and 3 areas if abiding by the respective restrictions, although Government	Individuals from tier 2 can: <ul style="list-style-type: none"> <li>Travel into a tier 3 area (if abiding by tier 3 restrictions)</li> </ul>	Where play is allowed for individuals from tier 3 areas, please take into account the following Government guidance.	Individuals in Tier 4 areas should not leave Tier 4 areas, other than for legally permitted reasons that can be found here, (these do not include sport or exercise);



	<p>advice is to avoid travel to or overnight stays in tier 3 areas other than where necessary, such as for work, education, youth services, to receive medical treatment or caring responsibilities.</p> <p>Individuals can travel into a tier 1 area if abiding by the tier they reside in restrictions.</p>	<ul style="list-style-type: none"> <li>• Travel into a tier 1 area (if abiding by tier 2 restrictions)</li> </ul> <p>Individuals can travel into a tier 2 area if: From a tier 3 area and abiding by tier 3 restrictions but Government advice is to avoid travel to or overnight stays in tier 3 areas other than where necessary, such as for work, education, youth services, to receive medical treatment or caring responsibilities.</p> <ul style="list-style-type: none"> <li>• From a tier 1 area and abiding by tier 2 restrictions</li> </ul>	<p><i>'You can continue to travel to venues or amenities which are open, but should aim to reduce the number of journeys you make where possible.'</i></p>	<p><a href="https://www.gov.uk/guidance/tier-4-stay-at-home">https://www.gov.uk/guidance/tier-4-stay-at-home</a></p>
<p><b>Elite sport guidance</b></p>	<p>The elite sport exemptions are only applicable for those over the age of 16 and are able to happen under strict Government guidelines, as such only a small number of England players have been through the elite sport return to play protocols and elite sport exemptions cannot apply to any type of club activity or training.</p>			

To check what tier the area of the country you live in or your club is in, please visit the following link.

<https://www.gov.uk/find-coronavirus-local-restrictions>

You can also find a full list of areas here:

<https://www.gov.uk/guidance/full-list-of-local-restriction-tiers-by-area>

### Pre activity

- Players to not attend any playing facility if they are having any symptoms or have been in contact with someone who has tested positive for Covid-19
- Ensure club/venue risk assessment and method statement are **both** complete (please note, updated templates are available and risk assessments and method statements should be reviewed regularly)
- Implement a booking system to ensure that any required limits can be adhered to and registers of participants in the hall are kept for 21 days to support the NHS track and trace process.
- Clubs/leagues should appoint a 'hygiene' officer to help monitor the playing environments to ensure guidelines clubs/leagues have set out are being adhered to. You can find a template role description on our ready to return pages
- Clubs are advised to receive in writing confirmation from your facility that they are cleaning their facility in between different hirers (unless they have informed the club that it is the clubs' responsibility). This can be a formal letter or just confirmation in an email, which is kept by the club.
- Ensure that at the entry to your venue the NHS Track and Trace app QR code information is printed. Get all visitors to scan the QR code when they arrive, using the NHS COVID-19 app. This is to help trace and stop the spread of coronavirus (COVID-19). You can find out how to do this here <https://www.gov.uk/create-coronavirus-qr-poster>

### Hygiene recommendations

- Players use their own bats and equipment
- Balls should be washed regularly to minimise risk (this has been adjusted from the previous advice about using different balls for each player)
- No handshaking/slapping hands
- No breathing on the ball or bat to clean
- No hand wiping on the table
- Hand hygiene (hand sanitisers, with a minimum of 60% alcohol level) on entry and exit to venues, as well as pre, post and during training. Emphasis should however be on each individual taking responsibility for their own hygiene and encouraged at all times to bring their own hand sanitisers.
- Washing of hands regularly and before the start of any activity
- Tables should be cleaned and wiped dry using 2-3 sprays of a diluted soapy water solution. Avoid using alcohol-based products, astringent cleaners such as floor cleaners or wipes that may contain other substances that can leave a residue and alter the matt finish on tables.
- Face masks to be worn when not playing and by anyone else that enters the facility that is not playing, i.e. parent/carer. There is no guidance from Government about wearing face coverings in between exercise but Government guidance states that face masks do not have to be worn when to avoid harm or injury, or the risk of harm or injury, to yourself or others - including if it would negatively impact on your ability to exercise or participate in a strenuous activity. Players would be expected to wear a face covering if they believe after exercising that wearing a face covering would not unduly affect their recovery and not put you at risk of harm or injury.

### Bubbles – adults (over 18's) and mixed groups (U18 bubbles guidance provided further down)

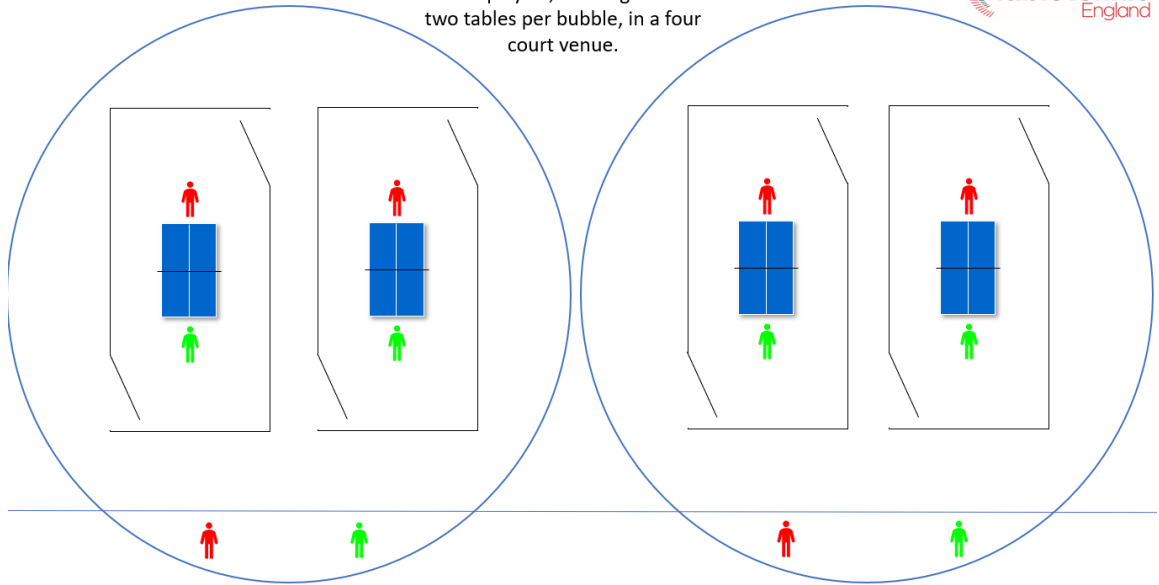
**The information below applies to all tier 1 areas, who can play in bubbles of six. Individuals in tier 2 must only play with one person from one other household, or with multiple people from the same household or support bubble.**

In tier 2 and 3 areas, there is an exemption for indoor sport for people (including adults) with disabilities, so this can continue in any number as long as undertaken in line with published COVID-secure guidance.

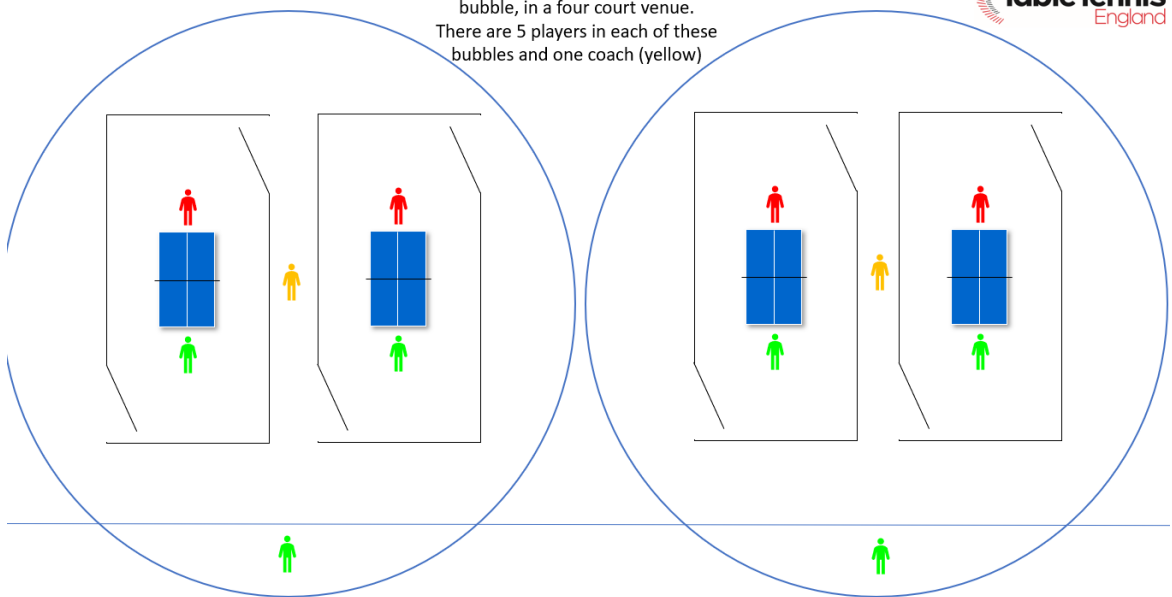
- Individuals to train in bubbles of 2-6 people across 1-3 tables with no more than two people on each table at any time. It is important that a record of the players in each bubble are kept to help inform any track and trace procedures.
- Players in a bubble of six can play with any other player in that bubble, but not from players outside of their bubble in that session.
- There can be multiple bubbles in a hall at any one time, as long as the following conditions are met;
  - To accommodate up to four players, you must have a space that is a minimum of 40.5 sqm. For multi-purpose venues the court size (playing area) should be 9m X 4.5m, for one table rooms the dimensions of the space may vary, as long as the space is a minimum of 40.5sqm and the venue can meet all social distancing and hygiene guidance set out by the Government and Table Tennis England.
  - To accommodate up to six players, you must have a space that is a minimum of 55 sqm (this 'space' includes the playing area and any surrounding areas around the playing area where people may sit), for example 10m X 5.5m or 9m X 6.5m. For multi-purpose venues the court size (playing area) should be at least 9m X 4.5m, as long as the whole space for the match meets the 55 sqm guidance. For one table venues the dimensions of the space may vary, as long as the space is a minimum of 55 sqm and the venue can meet all social distancing and hygiene guidance set out by the Government and Table Tennis England.
- A coach does no longer need to form part of a bubble of 6 and can operate outside of that bubble, providing they remain socially distanced from the participants; therefore, six players and one coach would be manageable
- Currently a coach cannot oversee multiple bubbles
- Players cannot change bubbles within the same session – they must stay within their allocated bubble but can play in a different group at the next session (as long as this is not on the same day).
- Examples of bubbles and how they work are below, please bear in mind these are to depict the types of bubbles that can exist and are not to scale



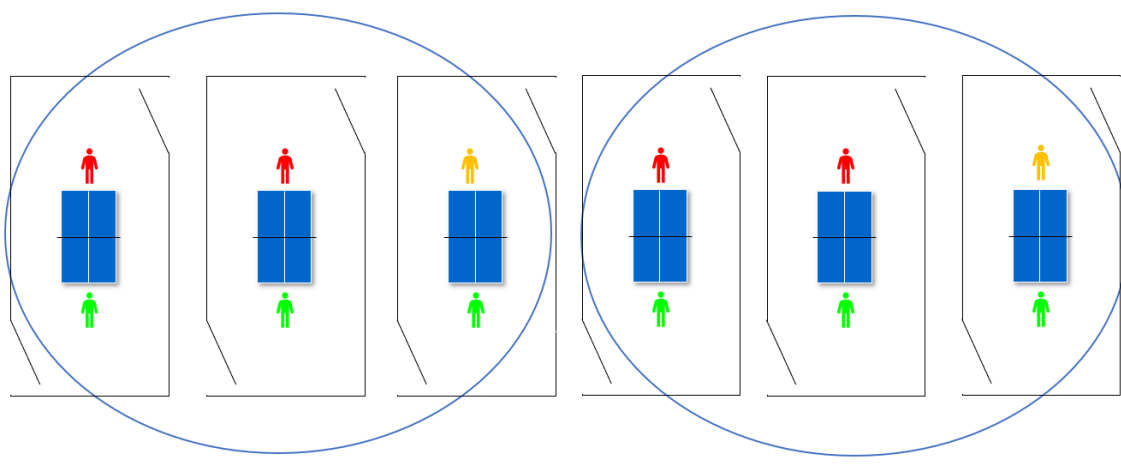
This image depicts two bubbles of six players, working across two tables per bubble, in a four court venue.



This image depicts two bubbles of six, working across two tables per bubble, in a four court venue. There are 5 players in each of these bubbles and one coach (yellow)



This image depicts two bubbles of six, working across three tables per bubble, in a six court venue. There are 5 players (red and green) in each of the bubbles and one coach (yellow)



### Bubbles – U18's

In Tiers 1, 2 and 3 areas, Clubs can run sessions for young people under the age of 18 in bubbles of up to 15 participants, with at least one coach, provided that they follow the protective measures set out by Government and Table Tennis England.

For any clubs looking to run sessions for U18's in bubbles of up to 15 participants, will need to abide by the Table Tennis England and Government guidelines, paying particular attention to the below areas:

- Sessions can occur in many kinds of venue, from a person's home to much larger and more formal places such as community and youth centres, sports clubs, and places of worship. Fees may or may not be charged, and some settings may operate on a commercial basis.
- Working to Government guidelines, U18's needs to be under 18 years of age on the day they play and is not calculated from school year or Table Tennis England age group categories.
- It is absolutely imperative that a risk assessment is put in place and is refreshed regularly
- Individuals to train in bubbles of 2-15 people, with no more than two people on each table at any time. It is important that a record of the players in each bubble are kept to help inform any track and trace procedures.
- If there is more than one coach/activator for each bubble of 15, the player numbers should be reduced, to ensure that no more than 16 people are in each bubble size.
- Decisions on group sizes for your setting should be based on the below, ensuring you also do not exceed the maximum numbers for the size of your facility laid out in this document:
  - the current government guidance on social distancing
  - the ability of the children in attendance to maintain social distancing and practise hand hygiene
  - the age of the children in attendance
  - nature of your activity or provision (for example, static, classroom set-up rather than an activity that requires a range of movement)
  - the size or layout of your premises
- Players in each bubble of fifteen can play with any other player in that bubble, but not from players outside of their bubble in that session

- Providers should also ensure that where they have multiple groups of children in their setting, that these groups are not mixing within the setting itself.
- There can be multiple bubbles in a hall at any one time, as long as the following conditions are met, the below are both examples that can be used to work out spaces required for larger groups;
  - To accommodate up to four players, you must have a space that is a minimum of 40.5 sqm. For multi-purpose venues the court size (playing area) should be 9m X 4.5m, for one table rooms the dimensions of the space may vary, as long as the space is a minimum of 40.5sqm and the venue can meet all social distancing and hygiene guidance set out by the Government and Table Tennis England.
  - To accommodate up to six players, you must have a space that is a minimum of 55 sqm (this 'space' includes the playing area and any surrounding areas around the playing area where people may sit), for example 10m X 5.5m or 9m X 6.5m. For multi-purpose venues the court size (playing area) should be at least 9m X 4.5m, as long as the whole space for the match meets the 55 sqm guidance. For one table venues the dimensions of the space may vary, as long as the space is a minimum of 55 sqm and the venue can meet all social distancing and hygiene guidance set out by the Government and Table Tennis England.
- Currently a coach cannot oversee multiple bubbles of 15 children at the same time but can run more than one bubble of 15 children on the same day
- Players cannot change bubbles within the same session – they must stay within their allocated bubble
- The guidance above does not apply to mixed sessions where adults and U18 participants are participating together, in these circumstances, you must keep to a bubble size of six.

### Spatial and facility usage recommendations

- Training partners are separated by at least 2 meters (length of the table) at any time
- Implement a booking system to ensure that any required limits can be adhered to and registers of participants in the hall are kept for 21 days to support the NHS track and trace process.
- All tables used are separated by partitions/barriers/nets **wherever possible**, unless in a one table venue and no-one else is present in the playing hall
- Venue to be kept well ventilated, with any ventilation system kept on and/or windows/doors remaining open wherever possible. Venues should aim to turn any ventilation on and open any windows or doors at least 15 minutes before player arrival. If a venue has no ventilation system or windows and doors that can be left open, this would be difficult to maintain air flow and air quality. Time spent in that indoor space in that instance should be restricted to no more than 30 minutes according to the latest government advice.
- Fixing doors open that can be safely left open where feasible
- Table areas are ideally a minimum of 9 metres by 4.5 metres
- If possible, put in place a one-way system around your venue and playing space
- Minimum of 10-minute break is used in between sessions, players must wipe down their side of the playing surface upon finishing. A 10-minute break is not required when players in the same bubble, in the same session are swapping over, however it is advised to clean down any equipment that the players may have come into contact with
- Doubles play is currently not permitted, unless with members of your own household
- Individuals can change ends with players that they are in the same bubble of, it is recommended that surfaces that a player may come into contact with are wiped down, this



does not include the whole surface of the table, but would include the edges/sides of the table.

- Changing rooms and showers are not to be used for showering or changing, this should be done at home and players to arrive ready to play
- Avoid music in sessions, to avoid players or volunteers/coaches having to shout and increasing the risk of transmission of the virus

### **Injury and illness**

- Players are encouraged to **not** take part in match play and more vigorous exercise straight away, it is important to build up to match play and higher intensity play to prevent ill health and injury
- You should feel you are in the correct physical condition before considering a return to training and match play

### **Support available to support a return to play:**

As outlined earlier, please continue to check back to the Table Tennis England website to get the most up to date guidance and advice. We will continue to build on the information and templates provided for clubs and leagues over the coming weeks.

<https://tabletennisengland.co.uk/our-sport/major-events/ready-to-return/>