



COVID-19 – WORKING INSTRUCTION

1. PURPOSE

To ensure **Brimstone Itheko Sport Athletic Club** (herein after referred to as **BISAC**) complies with the COVID-19 requirements as stipulated by the Disaster Management Act 2002 and any Amendments as they are propagated.

2. SCOPE

This document covers all gatherings undertaken by **BISAC** from and at its premises of Erin and Lower Burg Roads, Rondebosch, such as meetings, training, field runs, road runs, weekend runs and any associated activities.

3. REFERENCES

Disaster Management Act 2002
BISAC COVID-19 Protocol document

4. ROLES AND RESPONSIBILITIES

- 4.1 The appointed COVID-19 Compliance Officer is responsible for ensuring that all members of **BISAC** are informed on the COVID-19 Policy and the COVID-19 Procedures as well as the implementation of the COVID-19 Policy and Procedure.
- 4.2 The COVID-19 Compliance Officer will appoint COVID-19 Marshals to supervise training groups to ensure compliance is met.

6. WORKING INSTRUCTIONS

6.1 Entry to Clubhouse/Training Field

- 6.1.1 Complete Health Check Questionnaire/Survey
- 6.1.2 Have temperature taken and recorded
- 6.1.3 Sanitizing of hands
- 6.1.4 Wearing of masks at all times while in the Clubhouse

6.2 Training on Field

- 6.2.1 Training should follow social distancing requirements (1.5 metres apart) as far as practically possible
- 6.2.2 Sanitizer stations should be available during the training sessions
- 6.2.3 When distributing water, it should be dispensed from a tap or a 25L drum with a tap
- 6.2.4 No cups should be shared amongst members
- 6.2.5 Masks should always be used while there are any discussions held during training
- 6.2.6 The COVID-19 Marshals must enforce COVID-19 requirements as well as **BISAC** Policy and Procedures

6.3 Road Training in Groups

- 6.3.1 Social distancing is advised as far as practically possible
- 6.3.2 Masks should always be in the runner's possession and must be worn at water points and toilet stops
- 6.3.3 Runners should carry his/her own water bottle
- 6.3.4 Water bottles can be refilled on route at garages or areas where taps are available
- 6.3.5 The COVID-19 marshal must enforce COVID-19 requirements as well as **BISAC** Policy and Procedures

6.4 Returning to the clubhouse after running

- 6.4.1 Advisable to leave the premises immediately
- 6.4.2 If stretching takes place, it should be performed with social distancing
- 6.4.3 No refreshments will be provided after runs

6.5 Weekend Runs

- 6.5.1 These can happen from different starting points
- 6.5.2 Each run/group must follow point 6.1 (**Excepting for point 6.1.2**)
- 6.5.3 This is the responsibility of the coach for the run and the appointed COVID-19 Marshal

7. RECORDS AND FORMS

- 7.1 COVID-19 Questionnaire/Survey – completed forms should be returned to the office after the meeting, run or on-field-training for safekeeping and record purpose

8. ATTACHMENTS

- 8.1 COVID-19 Health Questionnaire

9. CHANGE HISTORY

- 9.1 New working instruction





Health Questionnaire: SCREENING FOR COVID-19

	Date	Name and Surname	Contact details (Cell phone no.)	Date of birth/Age	Sex (Male/Female/Other)	Home/Temporary address	Do you experience any of the following signs and symptoms? Yes/No						Covid-19 testing		Temperature
							Fever	Cough	Shortness of breath	Sore throat	Loss of taste	Loss of smell	Have you tested positive for Covid-19 in the past 14 days?	Have you been in contact with someone who tested positive for Covid-19 in the past 14 days?	
1							Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	
2															
3															
4															
5															
6															