

**British Para Swimming International Meet (Including WPS
World Series)
COVID-19 Plan**

Version 2

Wednesday, 10 February 2021

Important notice – please ensure you read and fully understand the information within this document before entering the event.

Please be aware that as the Coronavirus situation changes this COVID-19 plan will be continuously reviewed and therefore maybe subject to change up until the event. British Swimming will communicate any changes.

For any questions on the contents of this COVID event management plan please contact Nicole.burns@swimming.org

The public health crisis related to the COVID-19 pandemic has had a global impact on sporting events over the past 11 months leaving events postponed or cancelled. British Swimming aim to organise and deliver a safe British Para-Swimming International Meet inc. WPS World Series (BPSIM) for all those athletes who wish to compete and all those involved in enabling that to happen. The purpose of this document is to outline the measures taken by British Swimming to ensure a safe event environment for the return of a swimming event during a global pandemic.

As per Government restrictions, the UK is currently in a national lockdown but the situation remains agile and therefore it is likely that this will change between now and the start of BPSIM. We have outlined below what we intend to deliver in order to mitigate the risks for all involved in the event. However, as the situation with the pandemic changes frequently the final COVID-19 plans will be shared with athletes, support staff and coaches within the confirmation pack.

We intend to keep you up to date with key information as and when we are able to do so but if anyone has any immediate questions or concerns please contact Nicole.burns@swimming.org

Event Overview

Classification & Training Dates: Monday 5th – Wednesday 7th April 2021

Event Dates: Thursday 8th – Sunday 11th April 2021

Venue: Ponds Forge ISC
Sheaf Street
Sheffield
S1 2BP

Event: The Meet is an elite sports event operating under the UK Government Department of Culture, Media and Sport's (DCMS) Elite Sport – return to cross border competition guidance (stage 4 of a 5 stage model). It is a meet which has been approved by World Para Swimming.

Further details about the event, including meet conditions and schedule, can be found in the Entry Pack or on the event tab of the website [here](#).

COVID-19: All requirements relating to COVID-19 regulations prevailing at the time will be adhered to.
All those involved in BPSIM will be required to agree to a COVID-19 Code of Behaviour and opt in form, this will be circulated to athletes along with the event confirmation pack following the close of entries,

should you wish to opt out at this point your entry fees will be refunded in full.

All athletes, coaches, event staff and volunteers will be required to adhere to the guidelines set out for this event.

Accommodation: Accommodation bookings will be available to book following entry into the event. A booking form will be sent to each athlete whereby accommodation and catering can be booked. Please note all involved in the event will be accommodated in one of the event hotels, through the event booking forms in order to make the event bubble as secure as possible.

The designated event hotels are :

OYO Hotel

Blonk St,
Sheffield,
S1 2AU

Best Western Plus Quay Hotel

Victoria quays,
Furnival Rd,
Sheffield,
S4 7YB

Please note that everyone will be catered for in single rooms to comply with government guidelines. Rooms are booked on a full board basis.

Entry: As per the DCMS guidance, domestic athletes will meet the definitions of elite as previously defined (at steps 1, 2 and 3 of the DCMS elite sport return to training and competition) by British Para-Swimming. International competitors are eligible to compete in the event as outlined in the UK Government DCMS Elite Sport – return to cross border competition guidance (stage 4 of a 5 stage model). All International athletes must have appropriate accident and health insurance accepted in order to compete. The LOC will provide only basic medical services in the venue.

No medical insurance will be provided to any of the participants. All participants are responsible for obtaining their own medical insurance (including Repatriation Coverage) and will be responsible for any medical expenses resulting from participation in the event, including but not limited to coverage of hotel quarantine should a participant present a positive test result. It is also highly recommended that athletes obtain written proof of their elite athlete status prior to attending the meet as they could be asked to quarantine on arrival to the UK without this information.

Entries will be managed via an online system. Entries will open on 28th January 2021.

Accreditation

All athletes, coaches, event staff and volunteers must have a valid accreditation to access the event. Accreditation is non-transferable and must be worn at all times when inside the venue and at the event hotel.

Athletes entering national events only are required to apply for accreditation using the British Swimming system and will be asked to print passes to bring to the event.

Athletes entering World Series events are required to apply for their accreditation via the IPC Accreditation system. NPC's are required to print passes and distribute to athletes prior to the event (or as advised by WPS).

Key Principles

- **Face Masks** are mandatory at all times inside the venue and hotel unless in the water, eating a meal or drinking or in your own hotel room.
- **Social distancing** of at least 2.0m is permitted at all times even when wearing a face mask.
- **Symptom and temperature check** is required daily by all involved in the event. Details of how and where this will take place will be confirmed soon.
- **Testing** - all involved in the event will be required to have a COVID test both 72 hours before the event and on arrival to the event hotel in order to participate in the event, further details will be issued in relation to this.
- **Personal hygiene** is vitally important and includes:
 - Thorough hand washing with soap and water for 20-30sec
 - Wash hands as regularly as possible and especially on entering the venue and hotel.
 - Use approved hand foam or sanitizer frequently when contacting a surface and not having access to hand washing.
 - Avoid touching your face with your hands.
- **Mobility Aids** e.g. wheelchairs/crutches must be cleaned with anti-viral wipes.

Format of the heat sessions

- Once final athlete numbers are known following the close of entries a warm up schedule will be confirmed.
- Where deemed necessary to control the flow of athletes, manage the total number at any one time and to enable appropriate cleaning hygiene regimes, heats sessions may be subject to a mid-session break or breaks. The timing and duration of these break(s) will be confirmed after entries have closed and the total number of entries per event are known.
- Fins and hand paddles are not permitted in the competition pool.
- Athletes may be allotted arrival times for entry into the competition venue.

Protocols for individual user groups prior to leaving home

- Prior to leaving home, all individuals attending the event must assess whether they have (or exhibit any symptoms of) COVID-19 (high temperature or fever, a new continuous cough, new, unexplained shortness of breath or loss of taste or smell).
- As defined by Public Health England, a temperature of 37.8 degrees Celsius or above must be used as the threshold for a suspected case.
- All individuals must also confirm that no-one in the same household has reported or exhibited any of the symptoms outlined on the symptom checklist form within the last 14

days. Individuals should not leave their home if anyone in their household has positive symptoms.

- Individuals will be required to read, sign and return an Opt in Form and Code of Behaviour for the British Para-Swimming International Meet inc. WPS World Series event. These two documents will be circulated to athletes on confirmation of entry to the event. Should athletes not wish to opt in to the event, full refunds will be given.
- International swimmers must also adhere to the following guidelines:
 - All international swimmers and support staff will need to provide proof of a negative COVID-19 test (PCR test) taken 72 hours prior to departure from home, and must agree to maintain isolation from the time the test was taken until travel to the UK. Everyone must also be tested on arrival to the event at the designated hotel, this will be at their own cost and further details will be communicated in relation to this.
 - Proof of this test must be supplied to Nicole.burns@swimming.org at least 24 hours prior to departure. Failure to provide this will mean you are unable to access the venue or compete at the event.

Protocols for individual user groups once arrived in Sheffield (including coaches, volunteers and event staff)

- All individuals staying in the event hotel must undertake a temperature test before they leave the hotel for training or competition each day to ensure the event venue remains COVID free. Details of how this temperature test will be carried out will be confirmed in the confirmation pack sent to all user groups.
- All event staff /officials/volunteers must have read, signed and returned the Opt in Form and Code of Behaviour prior to attending the BPSIM.

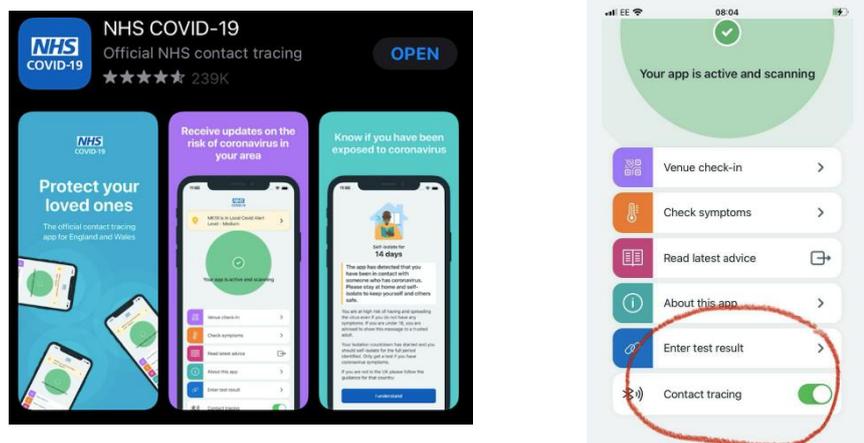
Venue Access and Management

For Individuals staying in the Event Hotel

- All athletes, coaches, event and volunteers staying in the hotel will have a temperature check undertaken each day, which will be recorded before they leave the hotel for the training competition venue.
- Any individual staying in the event hotel who reports a temperature or symptoms must be reported to the COVID-19 Medical Officer on site and remain at their hotel without interacting with anyone else and act on the medical advice given.
- If an individual inside the venue reports a temperature or symptoms, they must be isolated within the designated area and await advice from the COVID-19 Medical Officer (or nominated other) and COVID-19 Venue Operations Officer (in accordance with Public Health England guidance) and when appropriate, the individual must return to the hotel / home (leaving the Venue in the agreed manner).
- If any individual has a suspected or confirmed case of COVID-19, this information will be shared with the doctor on site to support the identification of all close contacts (as defined by Public Health England) with the individual in question. Anyone deemed as a close contact will need to isolate for 10 days in line with guidance from Public Health England
- All athletes and staff must wear a face covering over the nose and mouth, at all times at the competition venue, except when in the water. In addition to a face mask being worn, all essential staff must maintain proper hand hygiene before, during and after the event and maintain social distance at all times during competition wherever possible.

- All personnel entering venue will be registered as entering the building and the time recorded.
- All personnel exiting venue will be registered as leaving the building and the time recorded.

Please ensure that you check into the venue using the NHS COVID-19 track and trace app each time you enter the venue. Please also ensure that contact tracing is on for the duration of your time at the competition. See pictures below on how to download and access the app:



Please note that those without the app will also be manually checked into the venue.

Competition Planning and Risk Assessment

Introduction

- This concept for the organisation and implementation of the British Para-Swimming International Meet inc. WPS World Series 2021 is based on compliance with the currently applicable distance and hygiene regulations. Above all, maintaining a safety distance of at least 2.00 metres between all participants at all times during the event and wearing of face coverings except when in the water has the highest priority. The only exception of this rule is for guides and assistants who need to support athletes.
- The commitment of all those involved is voluntary and confirmed via the Opt In form and agreed behaviour code. For athletes, employees and volunteers under the age of 18, a declaration of consent from a legal guardian must also be submitted.
- The access to the competition venue will be coordinated with the help of a time and competition schedule.
- Athletes must only attend the venue at the times allocated and leave immediately after your event(s) are completed.
- For athletes under 18, 1 accompanying parent or guardian will be allowed to stay in the hotel, however they will not be permitted to enter the venue. They will be subject to a COVID test on arrival at their own cost.
- Spectators will not be allowed at the competition. Only people essential to the safe and effective running of the meet will be accredited and have access to the venue.
- The use of changing rooms will be limited with no showering at the venue. Toilets including sinks will be available in sufficient numbers.
- Hand sanitising stations will be available throughout the venue including competition areas, at entrances and exits as well as zone transitions. All user groups are asked to bring personal hand sanitizing gel to the event.
- It is mandatory for all those involved in the meet to wear a face covering, unless medical exemption is provided and this has been submitted to Nicole.burns@swimming.org prior

to the event. Athletes who are in the warm up pool, competition or swim down phase are excluded for the duration of these activities only.

- After finishing competition (or training and classification) and swim down activities, athletes must leave the competition and preparation area immediately and return to the event hotel.
- The maximum number of individuals in any one area will be shown at the entrance to that area and must be adhered to. Stewards/ staff will be on site to ensure maximum numbers are not exceeded. Please adhere to all advice and guidance given.

Accreditation office

- Accreditation should be printed by all athletes, support staff and coaches before arriving in Sheffield.
- A Sports Information Desk will be located in the venue for any queries regarding accreditation.

Changing room and shower area

- The changing rooms will be available to swimmers but social distancing must be maintained at all times in this area.
- Athletes will be asked to wipe down cubicles before and after use to support the ongoing venue cleaning regime. Disinfectant, paper towels, sanitiser and bins to dispose of paper towels will be supplied and available in this area.
- Showering at the venue is not permitted.
- Ice baths are not permitted.

Warm-up and swim-down area

- The Diving Pit will be used for warm up and swim down.
- The competition staff, volunteers and officials will keep a 2 metre distance to the athletes.
- The surfaces in the seating area will be disinfected regularly.
- The warm-up and swim-down area will be managed appropriately to ensure that social distancing can be maintained and this will be implemented with the help of the schedule and stewarding.
- Only the use of an athlete's own equipment and aids is permitted and athletes are asked not to share equipment with other competitors.
- Numbers of athletes per lane and lane resting positions will be tightly controlled to avoid close contacts forming during warm up or swim down.

Venue plans

- It is unknown at this time if the UK will be in a national lockdown or operating under a tier system at the time the event takes place. The impact of both of these restrictions will impact upon the use of the event venue to other users such as the sports hall, gym and leisure facilities. Further information will be provided on this closer to the event.
- Please see the current venue plans which include the flow and one way systems attached in **Appendix 4**.

Sanitary and medical area

- The sanitary and medical area will be set up in compliance with a Medical Risk Assessment plan which will be carried out by event doctors.

- Regular surface disinfection, especially after possible treatments, is ensured by the medical staff.
- Further details on the medical plan for the event will be provided.

Anti-Doping Control Room

- A separate room for anti-doping has been identified just off of the competition pool at the venue. This will be cleansed appropriately before and after any use.

Physiotherapy area and land warm up

- Space will be allocated for land warm up and physiotherapy at the venue, this will be confirmed closer to the event once it is understood how the venue may be occupied by other user groups.
- Face coverings will be required at all times within this area.

Seating

- Athletes will be seated in the balcony, no athletes will be permitted on the poolside. Clear signage will be displayed to signpost athletes to the seating area.
- Any seats that cannot be used are blocked to ensure the minimum distance and hygiene measures are in place.
- The seating area will be managed by volunteers at all times athletes are in the venue to ensure social distancing is maintained.

Medical requirements and risk assessment

- A Medical Risk Assessment will be carried out and will be approved by British Swimming. More detail will be added to this plan when athlete entries are confirmed and a detailed daily run sheet is produced.
- Only cleared individuals may access the venue each day if they have satisfactorily passed the temperature and symptom screening protocol.
- No cleared individual who is required to self-isolate under Public Health England Guidance will be allowed to enter the venue.
- The medical team will consist of at least 1 Doctor on site at all times that athletes are in the venue and supported by a paramedic team and ambulance from Event Medical.

Appendix 1a - Opt in Form for British Para Swimming International Meet 2021

An inherent risk of exposure to COVID-19 exists in any public place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. According to the Centres for Disease Control and Prevention, senior citizens and individuals with underlying medical conditions are especially vulnerable.

British Swimming cannot prevent you (or your child(ren)) from becoming exposed to, contracting, or spreading COVID-19 while participating in this event. It is not possible to prevent against the presence of the disease. Therefore, if you choose to participate in this event, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19. By participating in this event you voluntarily assume all risks associated with exposure to Covid-19 and cannot hold British Swimming liable in the future.

- I hereby confirm that I would like to participate in the British Para Swimming International Meet 2021, which will involve interaction within the social distancing boundaries established. In doing so, I confirm and undertake that:

Medical

- If I am classified as 'clinically extremely vulnerable' (as defined from time to time by Public Health England) or if I live in the same household as anyone who is deemed to be 'clinically extremely vulnerable' I have had the opportunity to discuss my individual risks with either:
 - the British Para Swimming medical team (programme athletes)
 - my GP (national athletes)
 - My nations medical team (international athletes only)and will follow the latest [government guidance](#)
- I do not have, and no one in my household has, (and have not had within the last 14 days) any of the symptoms of COVID-19 ("Symptoms"). Which are a high temperature of 37.8 degrees Celsius or above or fever, a new continuous cough, new, unexplained shortness of breath or loss of taste or smell

Understanding

- I understand the potential risks of the disease to at-risk populations and also the potential for unintended transmission at the BPSIM venue, and I understand that although steps taken by British Swimming are intended to minimise risk, these steps cannot entirely mitigate these risks. I have had the opportunity to ask any questions about these risks.
- I am clear about my responsibilities and the expectations of me upon attending the BPSIM venue including maintaining social distancing at all times and complying with all UK government advice within and outside of the BPSIM venue.
- I understand the measures that have been put in place as provided in the Event Plan Summary.
- I understand that I will be subject to a COVID test upon arrival at the event hotels, and will also be required to have a temperature check each day when leaving the event hotel before attending the meet venue
- I understand that opting into this meet I will become part of the controlled event "bubble" and will not be permitted to go anywhere other than between the official hotel and competition venue at any time. If any modifications to training are needed or if further

clinical examinations are recommended, these have been outlined to me and have been implemented at the Meet Venue.

My commitments

- I will immediately inform the nominated COVID-19 Medical Officer or COVID-19 Venue Manager should I (or anyone with whom I have been in contact) develop (or be suspected to have) any symptoms or be required to “shield” or “self-isolate”; in such circumstances, I will not access (or seek to access) the venue.
- I will observe and comply with all relevant guidelines, guidance, rules and advice published or made from time to time by the UK Government in connection with COVID-19 and any that relate to travel to and from the BPSIM premises.
- If required, I will comply with any testing that may be required due to presentation of symptoms, clinical suspicion or otherwise. I understand that any failure or refusal to undertake daily screening or testing if required will result in access to the venue being refused.
- I understand the need to self-isolate, if I show symptoms or am in contact with anyone who shows symptoms or tests positive for COVID-19.
- I also understand that any additional costs incurred if I cannot return home immediately and I need to isolate will be at my own cost.

Personal data processing

- I agree to complete and sign a health declaration form and to have my temperature taken (to check that it is within the normal range for a healthy person) and recorded prior to being permitted entry to the BPSIM if required on each occasion on which I wish to access them (‘daily screening’).
- I understand that if I return a positive result on any test that I will need to follow isolation guidance from Public Health England and that this may impact any close contacts around me from inside and outside of the competition venue and may result in me being unable to return home immediately.
- I understand that any failure or refusal to undertake daily screening will result in access to the venue being refused. I understand that the medical staff will need to record any health concerns and symptoms that I report to them and/or display at any time alongside any testing results. Any concerns may be shared with appropriate individuals.
- I understand that my personal data will be processed (including special category personal data) in accordance with each organisation’s Privacy Policy. This may also include the use of data (possibly anonymised or pseudonymised) in order to monitor, analyse and take any necessary steps or action in connection with the protection of health and/or safety, including but not limited to COVID-19 contact tracing and providing information to the UK Government, Public Health England and other regulatory bodies.

Please note that you are not required to participate in the BPSIM and if you do opt-in, you can change your mind. If you change your mind, you must contact Nicole.burns@swimming.org

Signed and dated.....

Appendix 1b - Code of Behaviour - COVID19 Mitigation Protocol

In order to minimise the likelihood of transmission or infection from COVID -19 the following safer working practises will apply at the Event.

These principles are not intended to frustrate work processes but to provide a safer and controlled environment that minimises the risk of infection and these principles must be applied to all swimmers, staff, contractors and volunteers during the planning and operational phases of the event.

- Be aware of your own personal health. If you show any COVID-19 symptoms you must stay at home or if at the BPSIM then report to the medical officer on site.
- Travel alone or only with those from your household group or work bubble.
- Minimise the personal items you bring to site.
- Arrive at the competition venue at the confirmed time in order to warm up, compete or undertake your role.
- Comply with all access control and accreditation requirements.
- Comply with all health screening actions.
- Comply with COVID testing and temperature checks throughout the event.
- Comply with the controlled event bubble protocols at all times.
- Follow one way systems on site - with exception in a genuine emergency.
- Wear a face covering at all times unless an exception is approved by venue manager or an athlete is competing or warming up Wash hands regularly and sanitise wherever possible.
- If calling a meeting consider virtual conferencing where possible.
- Maintain social distancing of at least 2.0m whenever possible even when wearing a face covering.
- Do not exceed any specified room occupancy.
- Do not share food or drink.
- No sharing of equipment.
- Challenge others who do not comply with protocols, in a friendly way.
- Leave the BPSIM venue as soon as possible after your participation in the event has been completed.
- Comply with additional or short term safety measures which may be applied on site.

Please be aware that, in order to support the national test and trace system the following details may be disclosed;

Your Name

Your mobile number

Your email address

Your role

As a result you may be required to self-quarantine in accordance with the test and trace process (please be aware that any additional bed nights in the hotel will be at the cost of the individual who is required to self-quarantine).

Appendix 2 - Daily Medical Screening Questionnaire

Name:

Date:

<p>Are you currently diagnosed with or do you believe you have COVID-19</p>	<p>Yes/No</p>	<p><i>If 'Yes' please provide details</i></p>
<p>Have you had a confirmed COVID-19 infection or any symptoms (listed below) in keeping with COVID-19, in the last 14 days?</p> <ul style="list-style-type: none"> • Fever • New, persistent, dry cough • Sore throat or horse voice • Shortness of breath, chest pain or tightness • Nasal congestion • Any confusion or disorientation • Loss of taste or smell • Diarrhoea, vomiting or nausea • Headache • Abnormal fatigue or drowsiness • Muscle aches not related to sport/training • Loss of appetite 	<p>Yes/No</p>	<p><i>If 'Yes' please provide details</i></p>
<p>Have you had a known exposure to anyone with confirmed or suspected COVID-19 in the last 14 days? (close contact defined as >15 minutes within 2 metres, face to face contact or household member)</p>	<p>Yes/No</p>	<p><i>If 'Yes' please provide details</i></p>

Please return to By

Appendix 3 - Travel Recommendations

Travel by Car

- If athletes, coaches, volunteers or event staff are travelling separately by car to the venue, then they must not car-share other than when unavoidable (e.g. an individual who does not have a car or if a car is off the road). In these exceptional cases, no more than two individuals may travel together, and the same people should share transport each time.
- If sharing a car with another Essential Staff member outside of the household then;
 - A face mask covering nose and mouth must be worn
 - Windows should be opened for ventilation
 - Travel side by side or behind the other person and face away from each other at all times.
 - Limit the time spent at garages, petrol stations and motorway services. Try to keep your distance from other people and if possible pay using contactless card.
 - Wash your hands for at least 20 seconds or sanitise your hands often, and always when exiting or re-entering your vehicle.
 - All frequently touched surfaces must be wiped down with disinfectant wipes. Make sure you clean door handles and other areas that people may touch.
 - Appropriate parking (maintaining social distancing) should be arranged prior to the event by contacting Nicole.burns@swimming.org

Public Transport

- Travel to the Venue by all User Groups on public transport is strongly discouraged, however, if it is absolutely unavoidable, a face mask must be worn, and hand gel provided to the individual for use as required throughout the journey.
- If using public transport is absolutely unavoidable then Essential Staff;
 - Must maintain social distance wherever possible whilst travelling.
 - Must ensure that they maintain social distancing before and after they travel including at busy entrances, exits, under canopies, platforms or outside of stations.
 - Individuals should travel either behind or diagonally across from other people. Face to face seating should be avoided whenever possible.
 - Should touch as few surfaces as possible whilst travelling.
 - Must dispose of waste safely, including items such as used disposable face coverings.
 - Should be prepared to queue or take a different entrance or exit at stations.
 - Should wait for other passengers to get on/off first before you board/leave the transport to maintain social distancing.
 - Should avoid consuming food and drink on public transport where possible.
 - Should change clothes after taking public transport where possible.
 - Athletes travelling from overseas and who are collected from the airport by Corporate Sporting Events (CSE) should follow all guidance at all times including the wearing of face masks and social distancing.

Air Travel

- The general government guidance on travelling by air can be found at the link below <https://www.gov.uk/guidance/coronavirus-covid-19-safer-air-travel-guidance-for-passengers>
- If undertaking domestic travel by air, the following must be adhered to;

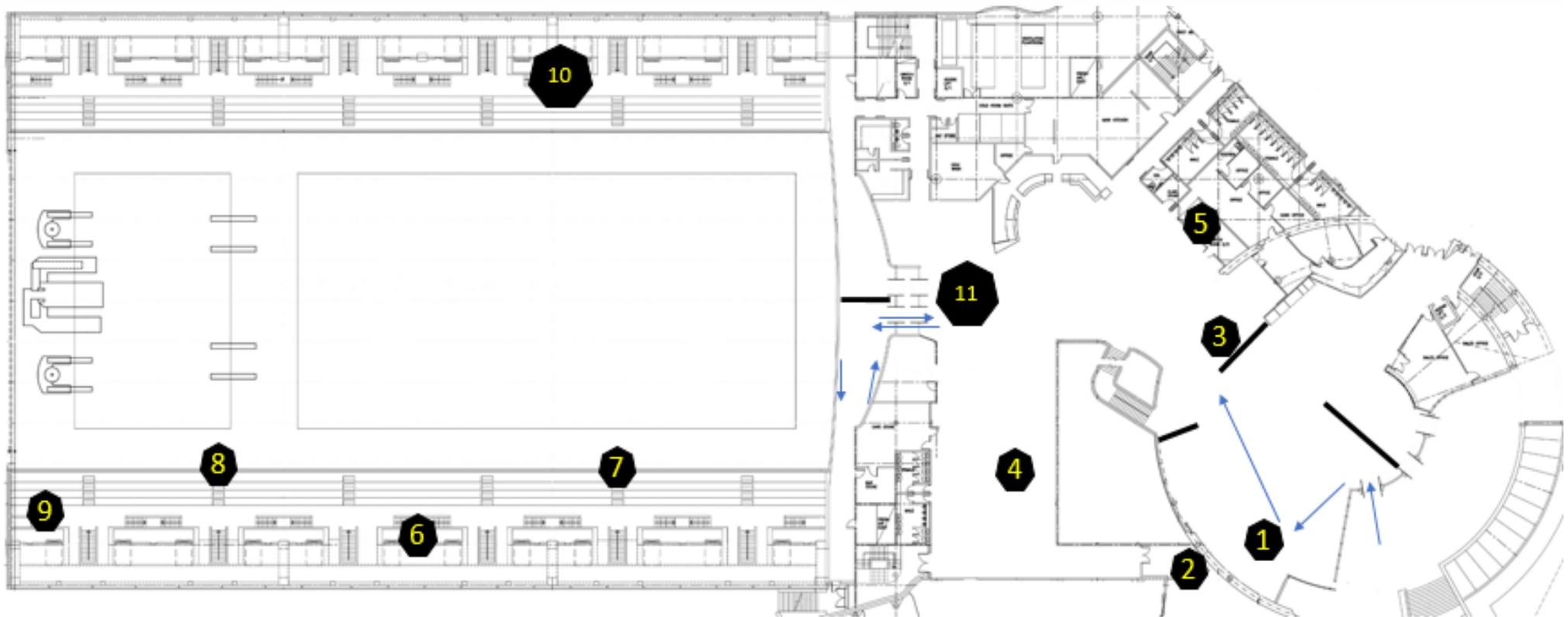
- Social distance must be maintained wherever possible.
- The COVID-19 Club Medical Officer (or nominated other) must be responsible for determining the next steps should an Essential Staff member exhibit a COVID-19 symptom before, during or after travel. This should be in accordance with guidance from Public Health England.
- In accordance with government policy, all Essential Staff must wear a face mask in enclosed areas of airports and during any air travel.
- Where possible check in should be completed online to reduce face-to-face contact at the airport.
- Checking in baggage to the aircraft hold and minimising any hand baggage is strongly recommended. This will speed up boarding and disembarking and will minimise the risk of transmission.
- All Swimmers and Essential Staff should avoid walking around the airport and mixing with people from outside of the team environment that they do not normally meet.
- The highest levels of hand hygiene and respiratory etiquette must be maintained at all times. All Swimmers and Essential Staff must travel with hand sanitiser.
- Where possible, avoid touching any surfaces in the airport. If contact with a surface is made, the individual must undertake proper hand hygiene immediately following each contact.

Accommodation

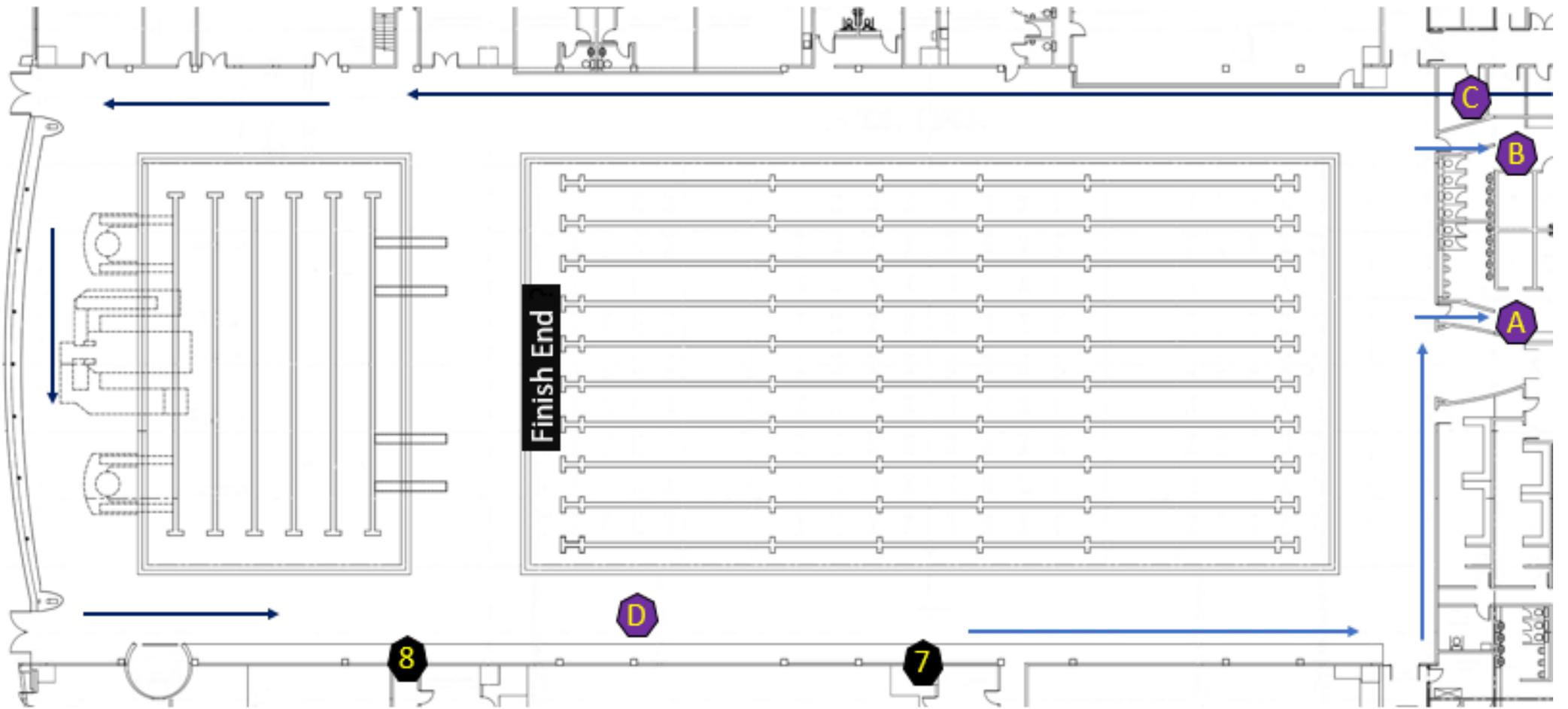
The following measures will be in place for the event:

- A risk assessment must be undertaken by the Hotel and supplied to The Event to ensure compliance with all Government & PHE guidance. This risk assessment should be retained by The Event.
- Identify to the hotel that an isolation room may be required to be available at short notice.
- Arrange for hand-sanitisation points (with suitable products/equipment) to be installed at suitable locations in the hotel for the duration of the stay.
- Arrange for all rooms to be 'thoroughly cleaned' prior to arrival, during the stay at agreed times or occupants undertake self-clean, and on departure.
- Arrange for all essential staff to have individual rooms and where possible, avoid mixing with other hotel guests/people outside of the Event party (i.e. not using communal bar areas or refreshment spaces where possible). If this cannot be avoided then a face covering should be worn.
- Where reasonably practical, arrange for the entire Event party to have accommodation on the same floor of the hotel.
- Meals will be taken in the hotel and further details about how this will be managed will be confirmed in due course.
- Ventilation and air flow in bedrooms and meeting rooms should be maximised which may include the opening of doors and windows as appropriate.
- Arrange for food preparation and delivery to observe infection prevention and control measures, for example by staggering mealtimes and no use of communal buffet style food services.

Appendix 4 – Venue layout and flows (please note these are subject to change)



- | | | | |
|-----------------------|----------------------|------------------------------------|---------------------------|
| 1 Temperature Check | 5 Athlete Lift | 9 First Call Room | 11 Sport Information Desk |
| 2 Isolation Area | 6 Athlete Seating | 10 BPS, WPS
Sports Presentation | |
| 3 Accreditation Check | 7 Stairs DOWN to FOP | | |
| 4 Athlete Preparation | 8 Stairs UP from FOP | | |



- 7** Stairs DOWN to FOP
- 8** Stairs UP from FOP

- A** Male Change
- B** Female Change
- C** Athlete Entry to FOP
- D** Final Call Area