

Guidance for Tennis Venues, Coaches & Players in Wales

**COVID-19: RETURN TO RESTRICTED PLAY
PLAY SAFE GUIDELINES - RETURN TO RESTRICTED PLAY**

UPDATED 3 AUGUST 2020

VERSION 4

INTRODUCTION

We know how important it is for people to be active, and the particular role tennis can have in the physical and mental wellbeing of those that play it. By its very nature, tennis is an activity whereby close person to person contact can be avoided.

Based on the Welsh Government guidance and adjustment of lockdown restrictions, Tennis Wales & the LTA have developed a set of practical guidelines to follow so that tennis can be played in Wales during lockdown, where the local environment allows.

We have indicated the key additions and updates to these guidelines for Version 4 of this document with **(NEW)** and **(UPDATED)** on the following pages.

These guidelines apply to both tennis and Padel, and outline adaptations so that tennis activity can be enjoyed in a way that is in line with Welsh Government advice and helps to prevent the spread of COVID-19. They include measures to limit hand to shared surface contact and minimise unnecessary interactions with others.

IMPORTANT: Where a local lockdown is in place alternative measures and guidelines may be in place – venues in these areas are advised to check our main coronavirus information page at www.lta.org.uk/coronavirus before playing.

VENUES

Tennis venues across the country are all different and operate in different local contexts. Making an assessment of whether a safe exercise environment can be provided depends on a range of factors, which apply differently at each venue. It is the responsibility of each tennis provider, coach and facility to make that assessment based on their local environment.

COACHES

Coached sessions should be limited to group sizes of no more than 30 people, including coach(es), meaning normal group size limits that were in place for your coaching programme/business prior to lock down may now be possible.

Coaches and coaching providers across the country are all different and operate in different local contexts. Making an assessment of whether a safe exercise environment can be provided depends on a range of factors, which apply differently at each venue. It is the responsibility of each tennis provider, coach and facility to make that assessment based on their local environment.

PLAYERS: UPDATED

Both singles play and doubles play is now permitted with people from outside of your household, as long as you remain 2 metres apart – meaning that four people from different households can play doubles both outdoors and **indoors from the 10th August**.

Given the length of time tennis activity has been suspended, it is advised that anyone returning to court eases themselves back in to play gently.

Please be aware that not all facilities may be open, as venues will need to make an assessment based on their own individual circumstances as to whether they feel they can facilitate safe play at their venue. Where they chose to remain closed please respect this decision.

Should you have any questions, [please refer to the FAQs on the LTA website](#).

WELSH GOVERNMENT TEST, TRACE, PROTECT (TTP): NEW

Clubs, venues, coaches and competition organisers should implement an appropriate and thorough record-keeping system. This will support the Welsh Government's 'Test, Trace, Protect' (TTP) strategy in terms of staff on duty at the club or venue, and individuals using the facilities to ensure they can be traced, contacted, advised to self-isolate and tested accordingly for Coronavirus by TTP. This is in the event of them having used the facilities, or been working at the venue, at the same time as an individual, or staff member, who has since tested positive for Coronavirus.

IMPORTANT NEW ADVICE FROM WELSH SPORTS ASSOCIATION –

CONSENT is NOT required to use contact information for TTP. The terms upon which any individual can participate in an activity can be defined by Tennis Wales, the club, venue, coach or competition organiser (referred to as 'organiser' in this section only for clarity).

If the organiser asks for consent for contact details to be passed to the Test, Trace and Protect Service (TTPS) and this consent is refused, the organiser will not be able to refuse entry to an activity without breaching data protection law. This is because the club has made the consent conditional and not a free choice. The WSA recommend that you avoid using consent for this purpose.

On the basis that the Welsh Government advice requires sports activities and events to be organised, it is, therefore, reasonable for the organiser to insist on having contact details so that changes to any event can be communicated quickly to avoid any unnecessary gathering or travel. It is at the organiser's discretion whether to advise participants that their details will be passed to the TTPS in the event of a COVID incident. The organiser would need to consider if this will cause fear and put people off or instil confidence.

Under the data protection law, participants **DO NOT** need to be advised that details will be passed on to TTP. The law allows the organiser to pass their details to TTP without consent.

Contact Information Required - The following details should be taken:

Staff/Coaches/Volunteers:

- Name of staff who work at the premises.
- A contact telephone number for each member of staff.
- The dates and times that the staff are at work.

Members, participants, customers and visitors:

- The names of customers or visitors, or if it is a group of people from the same household, the name of one member of the group – the 'lead member' of that group.
- A contact telephone number for each customer or visitor, or if this is a group from the same household - the 'lead member' of that group.
- Date of visit and arrival and departure times.

Welsh Government Test, Trace and Protect information, which can be used to show your customers, if required, can be found [here](#). For further information, visit <https://gov.wales/test-trace-protect-process-summary-html>
<https://gov.wales/test-trace-protect-your-questions>

IMPORTANT: Do not leave your home to play tennis if Welsh Government advice means you should stay at home because you or someone you live with has or has had symptoms of COVID-19, or you are in the most vulnerable category and have been advised to shield from the coronavirus.

Detailed guidelines for players, venues and coaches are provided on the following pages.

GUIDELINES FOR TENNIS VENUES

VENUE MANAGEMENT (UPDATED)

- Ensure your club committee / management oversees and maintains the implementation of measures. Venues are advised to take time to ensure they reopen safely, rather than rushing
- All activity should be consistent with the government guidance regarding health, travel, social distancing and hygiene at all times
- Venues must consider safety first, particularly minimising the risk of infection/transmission. A thorough risk assessment must be undertaken (or updated if one previously done), and appropriate measures put in place to ensure participants, staff and volunteers are protected. A risk assessment template is available from the COVID-19 section of the venue [Resource Library](#) on the LTA website. For larger group activity and in line with [Welsh Government sport, recreation and leisure guidance for a phased return](#),
- Guidelines will be updated as we progress through the different phases of Government measures – Tennis Wales remains in discussions with Government and so we recommend you check the official position at www.lta.org.uk/coronavirus on a regular basis to stay abreast of the latest recommendations
- Any measures venues put in place to enable tennis activity to resume need to be capable of being flexed or changed quickly if tighter movement/social distancing is reintroduced in the future or when the restrictions are further relaxed
- Follow guidelines with regards to keeping a temporary record of customers for 21 days to assist the test, trace, protect programme.
- **NEW:** This guidance is applicable to both outdoor and indoor tennis venue (which are able to open from) Monday 10th August.

FACILITIES (UPDATED)

- **UPDATED:** Outdoor courts only should be open at this stage, with indoor courts able to reopen from Monday 10th August.
- **NEW:** From the Monday 10th of August, both indoor playing and coaching facilities along with club changing room facilities are able to re-open, providing they can be re-opened safely and following the Welsh Government Guidelines. [Click here](#) for guidance around the re-opening of changing room facilities from UK Active. Please also refer to the [Welsh Government sport, recreation and leisure guidance for a phased return](#)
- **UPDATED:** Clubhouses and pavilions can be opened for the public to access outdoor courts, use the toilet, or purchase food and drink (see additional [guidance](#) on catering).
- Toilet facilities can be opened if the venue wishes, but particular care should be taken by those using them and those cleaning them. Where they are open, ensure soap and water is provided.
- **NEW:** For advice on general cleaning of facilities, please refer to Government advice [within a non-healthcare setting](#).
- **UPDATED:** All social spaces can now reopen, subject to maintenance of social distancing at all times. **Gyms should remain closed until Monday 10th August**
- Ensure nets are maintained at the appropriate height to avoid players having to adjust them, and remove net winders
- If your courts require dragging (e.g. clay) or drying after rain, have a nominated person to do this or make disposable gloves and spray available for players to use
- **UPDATED:** Remove any other unnecessary equipment and items from courts, and ensure appropriate cleaning measures are in place items that remain in place. Equipment such as benches may be returned if necessary to provide support to participants, but regular and appropriate cleaning must be undertaken.

- Bars, cafes and restaurants, including any food or drink facilities inside a clubhouse, can open – consumption is permitted on site (indoors and out) – this should only be done in accordance with the [latest guidance on the Government website](#) for this, which should read in full
- Make customers aware of, and encourage compliance with, limits on gatherings (for example, on arrival or at time of booking)
- Follow Welsh Government guidelines with regards to keeping a temporary record of customer for 21 days to assist test, trace and protect.
- Hot and cold food and drink may also be served on a takeaway basis
- Further information is also provided on the [Food Standards Agency website](#)
- The [Good To Go industry standard](#) and supporting mark means businesses can demonstrate they are adhering to the respective government and public health guidance; have carried out a COVID-19 risk assessment and checked they have the required processes in place. The scheme is free to join and open to all businesses across the hospitality and tourism industry
- Consider mandating contactless or card payment, to avoid handling cash

HEALTH, SAFETY & HYGIENE (UPDATED)

- Ensure usual access to first aid and emergency equipment is maintained (in some cases this may require limited access to the clubhouse being possible)
- Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#)
- Make hand sanitizers or wipes available for use at entrance/exit to venue/courts where possible (Hand sanitizer stations can be sourced from the LTA Buying Group - see <https://www.ltabuyinggroup.co.uk>)
- Clean all common touch point surfaces (gates, door handles, handrails etc.) regularly, wearing disposable gloves
- **UPDATED:** Further guidance on maintaining hygiene at your venue is available at [Welsh Government sport, recreation and leisure guidance for a phased return](#)

TENNIS ACTIVITY (UPDATED)

- **UPDATED:** Singles and doubles can be played with people from different household's outdoors, with indoor tennis allowed from Monday 10th August. Group sessions (e.g. club nights, mix-in sessions), coaching and competitions can take place for groups of up to 30 people, as long as social distancing guidelines are adhered to.
- **NEW:** The guidance has been updated to relax the rules on children under 11 having to maintain a 2 metres distance from each other or from adults in an outdoor and indoor environment. This reflects the scientific evidence, which shows the risk of transmission is lower among this age group. However, it is very important older children and young adults continue to follow social distancing and the other measures to keep them safe.
- **IMPORTANT:** The Government has made it clear that organised larger group tennis activity both indoors and outdoors for up to 30 people is only permitted in accordance with the COVID-19 Secure guidelines. This has been published by the LTA/Tennis Wales for venues, coaches, players and competitions, and is subject to a thorough risk assessment being done for the activity. It is important to take into consideration the relevant LTA and Government guidance, and clear and appropriate risk mitigation measures are in place
- **NEW:** Larger group sessions may need to utilise multiple full-size courts in order to maintain social distancing, depending on the local environment and risk assessment – where space and number of courts available is limited, then based on your risk assessment only smaller group sessions may be possible. Coaches can refer to the [LTA's recommended coach:player ratios](#) for more specific guidance

- Ensure measures are in place to minimise encounters between people, including in car parks and at entrances
- Court users should be advised to clean their hands with hand sanitiser after touching shared surfaces such as gates. Where safe and appropriate, doors and court gates could be left open during playing hours
- Consider different entry and exit routes to the courts/venue where possible, and ensure this is clearly marked
- Consider marking two metre distances at appropriate points, such as the entry gates to courts

EQUIPMENT

- Players should bring their own equipment where possible – however, use of communal rackets can be done subject to thorough cleaning processes between uses.
- Any coaching equipment used (e.g. cones) should be wiped down and cleaned rigorously afterwards.

BOOKINGS & PAYMENT (UPDATED)

- Operate online booking for courts and sessions where at all possible, or alternatively phone bookings
- **NEW:** It is no longer necessary to implement a buffer period between court/session booking slots, but venues should ensure appropriate signage is in place to guide safe entrance and exit to courts, with markings to facilitate social distancing around pinch points (e.g. court gates) and an area for people to wait safely for previous users leave the court
- Take any payments online, and avoid handling cash
- Online bookings can be facilitated through ClubSpark, which is free for all LTA Registered Venues, and via a free online national booking platform - LTA Rally - which makes it easy for players to find, book and pay for courts from their mobile phone. Email rally@lta.org.uk for more information on how to sign up to ClubSpark or Rally

COMMUNICATION

- Communicate with your members/customers clearly and regularly, making them aware in advance of the measures you are putting in place at your venue, and guidelines they are asked to follow
- Ensure signage on guidelines for playing tennis safely and promoting hygiene measures is clearly displayed (and ensure these remain up to date as restrictions change)
- Posters that can be used to aid communication will be available from the COVID-19 section of the [Resource Library](#)
- Venues should make members/customers aware that undertaking any activity, including tennis, has the potential for increased risk of transmission of COVID-19, and advise attendees to read the [Government's guidance on staying safe outside your home](#)
- Ensure signage on guidelines for maintaining social distancing and promoting hygiene measures is clearly displayed (and ensure these remain up to date as restrictions change)
- Posters that can be used to aid communication will be available from the COVID-19 section of the [LTA Resource Library](#)

COACHING

- It is important that both recreational play and coaching activity resumes. Venues should liaise with their coach(es) to ensure an approach to activity is agreed that is feasible to deliver safely, and how coaches can be supported to deliver lessons

SPECTATING & SUPERVISION

- Where attendance of a parent/guardian (non-participant) is required, or a carer for a disabled player, it is permitted, but should be off court and limited to one per player where possible
- Supporters, parents, and other spectators should remain socially distanced whilst attending events.
- Consider marking out specific boxes/areas for this purpose

COMPETITIONS

- Some formats of competition will be able to resume before others, and [LTA Local Tennis Leagues](#), LTA Youth Box Leagues and internal venue singles and doubles box leagues/ladders can be played as long as they adhere to the guidelines in place
- All LTA staged and LTA approved competitions (grade 1 to 5) up to at least Monday 31 August 2020 have been cancelled
- LTA approved competitions (Grade 6) such as Match plays can now restart as long as you do not exceed 30 people (including players and officials but not including parents/guardians/spectators)
- Friendly matches between Clubs/Counties, Team Challenge, Quorn Family Tennis Cup and Internal Club Competition can now restart as long as you do not exceed 30 people (including players and officials but not including parents/guardians/spectators)
- Detailed guidance on the 'Return to Competition' for officials and competition organisers has been published at lta.org.uk/coronavirus

INDOOR FACILITIES (NEW)

- Indoor courts and bubble courts, and other indoor facilities such as changing rooms and gyms will be able to open from 10th August – **subject to specific guidance detailed on the [Welsh Government website](#). This guidance should be read in full and any necessary measures implemented before any indoor facility is opened.**
- Guidance provided around recreational play and group coaching is applicable for indoor venues, as well as outdoor venues. However, given that indoor venues are re-opening for the first time from 10th August, particular care should be taken in the production of a detailed risk assessment, to take into account the venue-specific considerations around indoor courts, access points and surrounding areas.
- While changing rooms and showering facilities can be opened after, their use should in general be avoided where possible, with venues encouraging attendees to arrive at the facility in sports kit, and where possible to travel home to change/shower For more detailed guidance please refer to [UK Active guidance](#)
- Changing/shower facilities however must be made available for participants with disabilities or special needs
- Clubhouses and pavilions can be opened for the public to access outdoor courts, use the toilet, or purchase food and drink (see additional guidance below on catering)
- Where toilet facilities (and other indoor facilities such as changing rooms) are opened, particular care should be taken by those using them and those cleaning them
- Ensure soap and water is provided where any toilets are open
- Venues providing such indoor access should ensure clear signage is in place so people can find their destination quickly, putting in place queue management or one-way flow measures where appropriate, and limiting the number of customers in the building (both overall and in any particular congestion areas)
- Further guidance for the reopening of clubhouses and pavilions is provided on the [Welsh Government website](#)

GUIDELINES FOR TENNIS COACHES

COACHING ACTIVITY

- All activity should be consistent with the government guidance regarding health, travel, social distancing and hygiene at all times.
- Coaches and coaching organisations must consider safety first, particularly minimising the risk of infection/transmission. A thorough risk assessment should be undertaken, and appropriate measures put in place to ensure participants, staff and volunteers are protected - you are advised to liaise with your venue when doing this. A risk assessment template is available from the COVID-19 section of the venue [Resource Library](#) on the LTA website
- Coaches, who have had their normal activity disrupted and have a need to coach outside of their normal venue, should seek prior permission from the venue, local authority or operator who is in charge of the tennis facility, before undertaking coaching.
- Guidelines will be updated as we progress through the different phases of Government measures - the LTA remains in discussions with Government and so we recommend you check the official LTA position at www.lta.org.uk/coronavirus on a regular basis to stay abreast of the latest recommendations
- Any measures coaches put in place to enable tennis activity to resume need to be capable of being flexed or changed quickly if tighter movement/social distancing is reintroduced in the future or when the restrictions are further relaxed

COACHING LIMITS (UPDATED)

- Coached sessions should be limited to group sizes of no more than 30 people, including coach(es), meaning normal group size limits that were in place for your coaching programme/business prior to lock down may now be possible
- **IMPORTANT:** The Government has made it clear that organised larger group tennis activity for up to 30 people is only permitted in accordance with the COVID-19 Secure guidelines published by the LTA for venues, coaches, players and competitions, and is subject to a thorough risk assessment being done for the activity taking into consideration the relevant LTA and Government guidance, and clear and appropriate risk mitigation measures are in place
- To remain within the 30 person group size limit and to adhere to LTA player coach ratios, Tennis Wales recommends a maximum group size of 24 players.
- **NEW:** To ensure social distancing measures are maintained, **no more than 6 players aged 11 and over should be on any adult tennis court, at any one time.**
- Larger group sessions may need to utilise multiple full-size courts in order to maintain social distancing, depending on the local environment and risk assessment – where space and number of courts available is limited, then based on your risk assessment only smaller group sessions may be possible. Coaches can refer to the [LTA's recommended coach:player ratios](#) for more specific guidance
- Coaches should not move between groups, and each coach should only interact with one group for as long as the group is on site
- You can meet with different clients/groups in a single day as long as you are maintaining social distancing
- Coach Education sessions should be limited to group sizes of no more than 30 people, including tutors

COACHING YOUNG CHILDREN (UPDATED)

- **NEW:** Children aged under 11 do not need to comply with social distancing at any time.
- With the session limit now at 30 persons, coached activity can now be extended to the normal group sizes limits that were in place for your junior coaching programme/business prior to lock down. Red court specific guidance: Consider using a safe barrier between red courts (e.g. line of cones, strips or barrier

tape) and use spots/ground markers to facilitate children maintaining social distancing as part of the session organisation.

- To remain within the 30 person group size limit and to adhere to LTA player coach ratios, Tennis Wales recommends a maximum group size of 24 players.
- **NEW:** To ensure social distancing measures are maintained for anyone aged 11 or over, no more than 6 players should be on any adult tennis court, at any one time.
- **NEW:** Group sessions for players aged under 11 do not have any restrictions on the number of players on court. Coaches must refer to the [LTA's recommended coach:player ratios](#) for guidance
- Guardian (non-participant) or carer attendance is permitted and is not counted as part of the maximum group size, but should be off court and limited to one per child where possible, with social distancing observed while watching the session

MAINTAINING SOCIAL DISTANCING (UPDATED)

- **NEW:** Social distancing between players, aged 11 and upwards, and between the coach and players should be maintained at all times.
- Coaches should ensure that this is emphasised to participants at the start of each session, and that they are clear on how they should maintain social distancing for each drill before starting.
- With group coaching permitted, adaptations to drills and how you provide feedback/instruction will be needed to ensure social distancing guidelines can be safely adhered to. The LTA has provided guidance as to how adaptations for LTA programmes can be made – including LTA Youth, Tennis for Kids drills and adult programmes such as Cardio Tennis, Tennis Express and Tennis Tuesdays.
- Coaches should encourage players to avoid running down balls within an exercise if it would compromise social distancing.
- Attendees should be advised to limit their interactions with anyone outside of the group they are attending the venue with (e.g. players on another court or in a different coaching group)

EQUIPMENT

- Coaches do not need to use new or fresh tennis balls for each lesson, and are no longer advised to be the only person to touch the tennis balls.
- Where new or fresh balls aren't used or where players handle tennis balls as well as the coach, then extra care must be taken to ensure the coach and players do not touch their faces during play, and they should all clean their hands before the session and immediately after finishing (use alcohol gel if required).
- Players should bring their own equipment where possible – however, use of communal rackets can be done subject to thorough cleaning processes between uses.
- Any coaching equipment used (e.g. cones) should be wiped down and cleaned rigorously afterwards.
- Ensure all equipment is removed from the court at the end of the session

HEALTH, SAFETY & HYGIENE

- Ensure usual access to first aid and emergency equipment is maintained (in some cases this may require limited access to the clubhouse being arranged)
- Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#)
- Hand hygiene is imperative – hand sanitise at intervals if you have to touch communal surfaces
- If you need to sneeze or cough, do so into a tissue or upper sleeve
- Avoid touching your face

- No-one should leave home to participate in tennis if they, or someone they live with, has symptoms of COVID -19, currently recognised as any of:
 - A high temperature
 - A new, continuous cough
 - A loss of, or change to, their sense of smell or taste
- If a player you have coached develops symptoms of COVID-19, they should be directed to the Welsh Government guidelines <https://gov.wales/daily-contact-tracing-check-symptoms-guidance-and-support>

BOOKINGS & PAYMENT

- Operate online booking for coaching sessions where at all possible, or alternatively phone bookings, using online solutions such as ClubSpark to manage attendance
- Take any payments online, and avoid handling cash
- Keep a temporary record of your customers and visitors for 21 days, in a way that is manageable for your business and assist with any test, trace, protect requests for that data if needed.

COMMUNICATION & VENUE LIAISON

- Coaches should liaise with the venue to ensure an agreed approach to activity that is feasible to deliver safely, and explore how coaches can be supported to deliver sessions
- Communicate with your customers clearly and regularly, making them aware in advance of the measures you are putting in place for your sessions, and guidelines they should follow when attending
- Coaches should make customers aware in advance that undertaking any activity, including tennis, has the potential for increased risk of transmission of COVID-19, and advise attendees to read the [Government's guidance on staying safe outside your home](#)

INDOOR ACCESS FOR COACHES **(NEW)**

- From Monday 10th August, following Welsh Government guidance that indoor sports facilities can resume operating once relevant guidance is implemented, coaches can access indoor facilities. Any indoor access needs to be subject to appropriate measures being in place for cleaning, hygiene and social distancing in accordance with Welsh Government guidance

COACHING IN SCHOOLS

- Tennis Wales advise tennis coaches not to make proactive approaches to schools, to offer their services during this phase. Given that it is vital to minimise travel and maintain social distancing, schools should only have staff from external organisations on site where it is absolutely essential
- The Welsh Government recently announced for all pupils, in all year groups to return to school, full time, from the beginning of the Autumn Term (September 2020)
- Whilst the relaxation of restrictions is hugely positive for PE and school sport, communication and approaches from tennis coaches to schools should be made empathetically, understanding the wider and significant challenges school leaders will be facing.

GUIDANCE FOR TENNIS PLAYERS

STAY UP TO DATE

- Welsh Government information around social distancing is available [here](#) and should be read in full
- Be aware guidance can change and restrictions may be reintroduced - ensure you have checked the latest version of the LTA's guidelines for tennis players on the LTA website

WHO CAN PLAY

- No-one should leave home to participate in tennis if they, or someone they live with, has symptoms of COVID -19, currently recognised as any of:
 - A high temperature
 - A new, continuous cough
 - A loss of, or change to, their sense of smell or taste
- If you are symptomatic or living in a household with someone else who has a possible or confirmed COVID-19 infection you should remain at home and not go out to play tennis, following [Welsh Government guidance on self-isolation](#)
- If you have been asked to isolate by Test, Trace and Protect because you are a contact of a known COVID-19 case, do not exercise outside your own home or garden and do not exercise with others
- All players should follow the Welsh Government [guidance](#) on social distancing at all times
- If you are in an extremely vulnerable group you can play tennis but should be especially following all Welsh Government [guidance](#) at all times.

BEFORE LEAVING HOME & AFTER YOU RETURN

- Wash your hands with soap and water for at least 20 seconds before leaving home to go to the court (or use an alcohol gel if washing hands is not possible)
- Arrive at the venue changed and ready to play, and shower at home
- If you have special needs, you may wish to speak to the venue in advance to ensure your needs are accommodated and appropriate facilities are open

COURT BOOKINGS (UPDATED)

- Where the facility allows, ensure you have booked a court in advance and make payment online
- Play should only take place on outdoor courts, with indoor courts and bubble courts remaining closed
- The LTA's online booking platform has courts that can be booked in over 300 parks and clubs nationwide - the site www.lta.org.uk/rally
- **UPDATED:** Please note that to support Test, Trace, Protect, venues and coaches will need to take additional details from you when booking so that they have appropriate temporary records in place to assist this service, for further information click [here](#)

EQUIPMENT

- Take hand sanitizer with you to the tennis courts
- Use your own equipment where possible. Equipment such as rackets can be shared, but where this happens ensure thorough cleaning before and after use. Players should not share items such as towels.
- Only take the minimum amount of equipment with you that you need to play
- Clean and wipe down your equipment, including racquets and water bottles before and after use

- Ensure you take all your belongings with you at the end of the session and do not leave anything on court

TRAVELLING TO AND FROM THE COURT

- Players can now travel more than 5 miles to play tennis, but must avoid travelling together.
- Avoid using public transport
- Arrive as close as possible to when you need to be there
- Avoid touching court gates, fences, benches, etc. if you can
- Allow others to leave before you enter the court - if you need to wait then do so away from the courts and clear of the gates
- Ensure you leave the court before the end of your allotted time so that it is empty for the next players
- Arrive changed and ready to play. Shower at home, and do not use the venue's changing area

TENNIS ACTIVITY

- Both singles play and doubles play is now permitted with people from outside of your household, as long as you remain 2 metres apart – meaning that four people from different households can play doubles
- Coached sessions should be limited to groups of no more than 30 people, including the coach(es)
- Players are advised to limit their interactions with anyone outside of the group they are attending the venue with (e.g. players on another court or in a different coaching group)
- Players should continue to maintain social distancing from those that they do not live with or are in an extended family arrangement with at all times.

MAINTAIN SOCIAL DISTANCING

- Stay at least two metres away from other players at all times (including during play, when taking breaks and before and after play) except for children aged under 11
- Do not make physical contact with other players (such as shaking hands or high five)
- Stay on your side of court and avoid changing ends, or agree to change ends at opposite sides of the net
- Avoid chasing the ball down to another court if other players are using it
- For coached sessions, you must pay careful attention to the instructions of the coach at all times

EQUIPMENT & FACILITIES

- If players wish to, they can choose to use their own marked tennis balls
- If you choose to use shared balls then extra care must be taken to ensure you do not touch your face during play, and you should clean your hands before play and immediately after finishing (use alcohol gel if required)
- Players should still avoid using their hands to pick up tennis balls from other courts where possible - use your racquet/foot to return them as those players may have decided to use their own marked tennis balls
- Avoid using other equipment such as courtside benches, net handles or court sweepers where possible
- When playing Padel, try to avoid touching the court walls

HYGIENE

- Hand hygiene is imperative - hand sanitise at intervals if you have to touch communal surfaces
- If you need to sneeze or cough, do so into a tissue or upper sleeve
- Avoid touching your face

COMPETITIONS

- Some formats of competition will be able to resume before others, and LTA Local Tennis Leagues, LTA Youth Box Leagues and internal venue singles and doubles box leagues/ladders can be played as long as they adhere to the guidelines in place
- All LTA staged and LTA approved competitions (grade 1 to 5) up to at least Monday 31 August 2020 have been cancelled
- LTA approved competitions (Grade 6) such as Match plays can now restart as long as you do not exceed 30 people (including players and officials but not including parents/guardians/spectators)
- Friendly matches between Clubs/Counties, Team Challenge, Quorn Family Tennis Cup and Internal Club Competition can now restart as long as you do not exceed 30 people (including players and officials but not including parents/guardians/spectators)
- Detailed guidance on the 'Return to Competition' for officials and competition organisers has been published at lta.org.uk/coronavirus

GUIDANCE FOR OFFICIALS AND COMPETITION ORGANISERS

INTRODUCTION

We know Officials & Competition Organisers will be keen to provide competitive opportunities as soon as it is safe and appropriate for them to do so. By its very nature, tennis is an activity whereby close person to person contact can be avoided, with the Government saying tennis is a good example of an activity that can be undertaken in a way compliant with social distancing restrictions.

Based on our continued discussions with Government and following the further easing of restrictions, Tennis Wales and the LTA has developed this updated set of practical guidelines for officials and competition Organisers to follow so that tennis competition can be played in Wales, where the local environment allows.

These guidelines apply to both tennis competitions, and outline adaptations and considerations so that tennis activity can be enjoyed in a way that is in line with Government advice and helps to prevent the spread of COVID-19. They include measures to maintain hygiene and minimise unnecessary interactions with others.

Tennis venues across the country are all different and operate in different local contexts. Making an assessment of whether a safe competition environment can be provided depends on a range of factors, which apply differently at each venue. It is the responsibility of each official & competition organiser and tennis facility to make that assessment based on their local environment.

These guidelines should be read in conjunction with the guidelines for venues, coaches and players, and all elements of the guidelines should be considered to ensure activity can be delivered safely.

Should you have any questions, [please refer to the FAQs on the LTA website](#).

IMPORTANT: Where a local lockdown is in place alternative measures and guidelines may be in place – officials and competition organisers in these areas are advised to check our main coronavirus information page at www.lta.org.uk/coronavirus.

SECTION 1: PREPARATION & FACILITIES

VENUE MANAGEMENT (UPDATED)

- Ensure your club committee / management oversees and maintains the implementation of measures. Venues are advised to take time to ensure they reopen safely, rather than rushing
- All activity should be consistent with the government guidance regarding health, travel, social distancing and hygiene at all times
- Venues must consider safety first, particularly minimising the risk of infection/transmission. A thorough risk assessment should be undertaken, and appropriate measures put in place to ensure participants, staff and volunteers are protected. A risk assessment template is available from the COVID-19 section of the venue [Resource Library](#) on the LTA website
- Guidelines will be updated as we progress through the different phases of Government measures – Tennis Wales remains in discussions with Government and so we recommend you check the official position at www.lta.org.uk/coronavirus on a regular basis to stay abreast of the latest recommendations
- Any measures venues put in place to enable tennis activity to resume need to be capable of being flexed or changed quickly if tighter movement/social distancing is reintroduced in the future or when the restrictions are further relaxed
- **NEW:** Follow guidelines with regards to keeping a temporary record of customer for 21 days to assist test, trace, protect, for further information please click [here](#)

OUTDOOR FACILITIES (UPDATED)

- **UPDATED:** Outdoor courts should be used wherever possible
- Ensure nets are maintained at the appropriate height to avoid players having to adjust them, and remove net winders
- If your courts require dragging (e.g. clay) or drying after rain, venues are advised to have a nominated person to do this or make disposable gloves and spray available for players to use
- Remove any other unnecessary equipment and items from courts (e.g. benches), and ensure appropriate cleaning measures are in place items that remain in place

INDOOR FACILITIES (NEW)

- Indoor courts and bubble courts, and other indoor facilities such as changing rooms and gyms will be able to open from 10th August – **subject to specific guidance detailed on the [Welsh Government website](#). This guidance should be read in full and any necessary measures implemented before any indoor facility is opened.**
- [NEW] Guidance provided around some formats of competition including [LTA Local Tennis Leagues](#), LTA Youth Box Leagues and internal venue singles and doubles box leagues/ladders is applicable for indoor venues, as well as outdoor venues. However, given that indoor venues are re-opening for the first time from 10th August, particular care should be taken in the production of a detailed risk assessment, to take into account the venue-specific considerations around indoor courts, access points and surrounding areas.
- While changing rooms and showering facilities can be opened after, their use should in general be avoided where possible, with venues encouraging attendees to arrive at the facility in sports kit, and where possible to travel home to change/shower
- Changing/shower facilities however must be made available for participants with disabilities or special needs
- Clubhouses and pavilions can be opened for the public to access outdoor courts, use the toilet, or purchase food and drink (see additional guidance below on catering)
- Where toilet facilities (and other indoor facilities such as changing rooms) are opened, particular care should be taken by those using them and those cleaning them
- Ensure soap and water is provided where any toilets are open
- Venues providing such indoor access should ensure clear signage is in place so people can find their destination

quickly, putting in place queue management or one-way flow measures where appropriate, and limiting the number of customers in the building (both overall and in any particular congestion areas)

- Further guidance for the reopening of clubhouses and pavilions is provided on the [Welsh Government website](#)

SOCIAL DISTANCING

- Ensure measures are in place to minimise encounters between people, including in car parks and at entrances
- Consider marking two metre distances at appropriate points, such as the entry gates to courts, referee desk and areas for the parents

HEALTH, SAFETY & HYGIENE

- Ensure usual access to first aid and emergency equipment is maintained
- Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#)
- Make hand sanitizers or wipes available for use at entrance/exit to venue/courts and buildings where possible (Hand sanitizer stations can be sourced from the LTA Buying Group - see <https://www.ltabuyinggroup.co.uk>)
- Clean all common touch point surfaces (gates, door handles, handrails etc.) regularly, wearing disposable gloves - attendees should be advised to clean their hands with hand sanitiser after touching shared surfaces such as gates.
- Where safe and appropriate, doors and court gates could be left open during the competition

ENTRIES

- Operate online entry for all competitions including recreational competitions to ensure you do not exceed the allowed competition size, and also make it easy to record attendee details
- Take any payments online, and avoid handling cash
- Online bookings can be facilitated through Online Tournament Entry or ClubSpark Events Module (Recreational Competitions only)

SECTION 2: COMPETITION ACTIVITY

TEST, TRACE, PROTECT (NEW)

- No-one should leave home to participate in tennis if they, or someone they live with, has symptoms of COVID -19, currently recognised as any of:
 - A high temperature
 - A new, continuous cough
 - A loss of, or change to, their sense of smell or taste
- If a player you have coached develops symptoms of COVID-19, they should be directed to the Welsh Government guidelines <https://gov.wales/daily-contact-tracing-check-symptoms-guidance-and-support>
- Trace, officials and competition organisers must keep a temporary record of all those on site for the competition for 21 days, in a way that is manageable, and assist NHS Test and Trace with requests for that data if needed

COMPETITION ACTIVITY

- LTA and Tennis Wales Local Tennis Leagues and Youth Box Leagues plus internal singles and doubles box leagues/ladders can be played in line with the guidelines
 - All LTA and Tennis Wales staged and approved competitions (grade 1 to 5) up to Monday 31 August 2020 have been cancelled

- LTA and Tennis Wales approved competitions (Grade 6) such as Match plays can now restart
- Matches between Clubs/Counties, Team Challenge, Quorn Family Tennis Cup and Internal Club Competition can now restart
- We aim to restart the Disability Competition Calendar from September 2020 onwards, but one day events / match plays for players with a disability can now restart

COMPETITION SIZE

- Limit competitions to groups of no more than 30 people (all Players, Officials & Competition Organisers should be included within this number)
- **IMPORTANT:** The Government has made it clear that organised larger group tennis activity for up to 30 people is only permitted in accordance with the COVID-19 Secure guidelines published by the LTA for venues, coaches, players and competitions, and is subject to a thorough risk assessment being done for the activity taking into consideration the relevant LTA/Tennis Wales and Government guidance, and clear and appropriate risk mitigation measures are in place
- Any individual groups should not interact with anyone outside of the group they are attending the venue with (e.g. players on another court)
- All groups are to be self-sufficient i.e. an official or competition organiser should not oversee two separate competitions at a time
- You could organise a competition for up to 30 people in the morning and a different group of 30 people in the afternoon, however you should ensure there is a suitable time gap between the competitions so that the two groups do not meet

SCHEDULING ADVICE FOR ONE DAY EVENTS/MATCHPLAYS

- We advise draw sizes of 16 or 8 players per event for one day events.
- To minimise waiting time for players on site, a competition should ideally be organised so that the schedule is 1 round on, 1 round off i.e. for 4 courts you should accept a maximum of 16 players
- Consider only running 1 or 2 events per day based on the number of courts available and do not exceed the allowed size of a competition. For example on one day you could run 7 x 4 player round robin groups, 3 x 8 player draws, or 1 x 16 player draw & 1 x 8 player draw to keep within the max number
- Draw formats could be match play draws, round robins, compass draws or knock out with consolations.
- You can run doubles events, however should not exceed the maximum allowed size of a competition of 30 people
- Carefully plan the schedule so you know how many people will be at the your competition and do not exceed the allowed size of a competition
- We suggest either Two Sets + MTB or Two FAST4 sets + MTB as the scoring format
- Consider the other needs of the club members and venue coaches – shorter days mean members and coaches can use the courts after matches have been completed or the venue may want to only provide so many courts leaving some for members or coaches
- In the event of a prolonged rain relay, officials and competition organisers are encouraged to make an early decision on cancellation

MAINTAINING SOCIAL DISTANCING (UPDATED)

- **NEW:** Children aged under 11 do not need to comply with social distancing at any time.
- Social distancing should be observed by all those aged 11 and over attending the competition. Officials and competition organisers should be fully aware of the latest Government advice on staying alert and safe (social distancing), which can be read [here](#)
- Attendees should be advised to limit their interactions with anyone outside of the competition they are attending the venue for (e.g. players on other courts)
- Encourage players not to congregate on/around the court before & after play

- There should be no skin to skin contact for players. Racket taps are allowed but shaking hands or elbow alternatives are not permitted
- A socially distanced presentation can take place but Medals/Trophies should remain in boxes/packaging or players can take them out the boxes and be collected from the table (not passed). This should be held outside, and the maximum group size of 30 still applies

SUPERVISION & SPECTATING (UPDATED)

- Attendance of a parent/guardian (non-participant), or a carer for a disabled player, is required but should be off court
- Where possible, players should be restricted to one non-participant and, where possible, dependants should not be brought along.
- Supporters, parents, and other spectators should remain socially distanced whilst attending events.
- Consider marking out specific boxes/areas for this purpose
- **UPDATED:** Clubhouses and pavilions can be opened for the public to use the toilet, or purchase food and drink for consumption indoors or outdoors (see additional [guidance](#) on catering).

RAIN DELAYS (UPDATED)

- In the event of rain, attendees should use own umbrella or if they drove, return to their own vehicle, to maintain social distancing if there is insufficient outdoor and indoor cover from the rain to maintain social distancing at all times.
- **NEW: Attendees should only gather indoors to shelter where appropriate social distancing can be maintained at all times**
- In the event of an extended delay, officials and competition organisers are encouraged to make an early decision with regards to cancelling the competition to avoid attendees waiting around for a prolonged period

EQUIPMENT

- Players are advised to bring and use their own equipment – where any equipment is shared it should be subject to thorough cleaning measures between use
- Any equipment used (e.g. mini tennis nets, orange lines, scoreboards) should be cleaned and wiped down afterwards
- New or fresh tennis balls are not needed for each match, but extra care must be taken to ensure the players do not touch their faces during play, and anyone involved in the match should all clean their hands before the match and immediately after finishing (use alcohol gel if required)

INCLUSION

- Although activity levels were at a record high prior to COVID-19, participation of disabled people in sport has been disproportionately impacted by the coronavirus outbreak – the staging of inclusive and disability-specific competitions is therefore particularly encouraged
- Competition organisers and officials are encouraged to contact Tennis Wales to assist the reopening of activity in a welcoming and accessible way

COMMUNICATION

- Communicate with your players/parents clearly and regularly, making them aware in advance of the measures you are putting in place at your competition, and guidelines they are asked to follow
- Make participants aware that undertaking any activity, including tennis, has the potential for increased risk of transmission of COVID-19, and advise attendees to read [Government guidance on staying safe outside your home](#)

- Ensure a fact sheet is provided and/or ensure your emails highlight all guidance to players/parents

- Encourage attendees to bring their own blanket/chairs/umbrella/raincoat/hand sanitiser
- Ensure signage on guidelines for maintaining social distancing and promoting hygiene measures is clearly displayed (and ensure these remain up to date as restrictions change)
- Player/parent briefings should be held outdoors on a tennis court where social distancing can be observed or in a large open space. This should not be held indoors
- Posters that can be used to aid communication will be available from the COVID-19 section of the [Resource Library](#)