



Gravesend Sailing Club

COVID-19 SPECIAL OPERATING PROCEDURES

These operating procedures supplement any standard operating procedures and do not replace them.

GENERAL CONSIDERATIONS

MEMBER'S RESPONSIBILITIES

Members are responsible for ensuring not only their own safety but that of other members by following **all** the recommended coronavirus control measures such as social distancing in force at the time.

Members are responsible for ensuring that any guest or visitor complies with these procedures.

Persons must not attend the club if they are feeling unwell, showing signs of, experiencing any symptoms of coronavirus or currently awaiting test results.

Persons must not attend the club if they have been contact with a family, household member or support bubble member who is unwell with the symptoms of Covid-19 club for a minimum of 14 days.

Best practice in hand sanitation must be followed at all times.

Although the rules below are extensive members must also observe and comply with any additional signage or instructions placed around the clubhouse.

CONTACT TRACING

People attending the premises will need to sign the attendance register on arrival at the sailing club.

If required the Hon. Membership Secretary will provide contact phone numbers to NHS Contact tracing services.

USING THE YARDS AND PONTOON

GENERAL

When using communal equipment, such as gate padlocks or ladders, people should hand sanitise before and afterwards.

Dinghies shall be rigged in their allotted parking space, where possible, and not be placed in the yard in such a way as to limit social distancing for other users of the premises.

LAUNCHING

Boats should stay in their parking space until ready to launch.

Only one person will use the crane controls, including the slewing chain, during each launching and/or recovery and hand sanitise before and afterwards.

Crews are responsible for slinging their own boats.

PONTOON

Crew should not assist others with lines, except in emergency.

To enable social distancing crew should remain on their boat or on shore until a clear path is visible from one to the other and there must only be one person on the pontoon access gangway at a time unless with other household members.

Boats mooring on the pontoon must do so in such a way as to not prevent social distancing for crew on other boats.

STARTERS BOX

As it is not possible to socially distance the starter's box should only be used by the race officer during organized events.

SAILING

GENERAL

Before sailing skippers should make themselves aware of any relevant notices to mariners.

Boat crews are responsible for assessing the risk when sailing with persons who are not from their household and must apply appropriate social distancing.

As the changing rooms are not available crew should arrive equipped for sailing and should leave any sailing bags in their cars.

No club buoyancy equipment or clothing may be used.

EVENTS

Any person taking part in an organized event must obey any additional instructions issued by the Officer of The Day while taking part.

If an event is taking place then the floodgate should be opened to reduce communal contact.

Events will only take place if the risk of capsizing is low. The decision will be made on the day by the Safety Boat crew.

Race courses will be indicated in such a way as to enable social distancing.

USING THE SAFETY BOAT

It is the responsibility of the safety boat crew to assess if they are able to operate safely. If the safety boat crew decide that they are unable to proceed then their decision is final.

The crew should assess and carry out suitable risk mitigation while operating the safety boat:

- Maintain social distancing in the safety boat.

- Maintain 'hailing' distance when communicating with boat crews.

- Try to use safety techniques that minimise physical contact and if recovering a person minimise face to face contact.

- Where possible tow astern not alongside.

Only the crew of the safety boat should remove it from storage, launch, recover and replace it in storage.

CLUBS BOATS

Club boats can only be used if booked in advance and will only be available to one hirer during a weekend. The sails are to be left in the boat after use.

USING THE CLUBHOUSE

GENERAL

People using the clubhouse must comply with all appropriate covid-19 mitigation advice, regulations and best practice in force at the time.

If the clubhouse is in use then all doors should be opened to allow air flow.

As the club does not have full time paid staff it is the responsibility of each person to sanitise any surfaces such as seating and tables before and after use.

No Sailing bags, personal equipment or clothing is to be left in the club room.

TOILETS

Social distancing must be observed within the club toilets at all times.

Users should sanitise any surfaces they have contact with.

BAR

Members must observe and obey any instructions posted in the bar about using it.

Only one member is to be allowed into the bar at any one time.

Surfaces must be sanitised before serving.

There will be a bar sheet. This will need to be completed fully and clearly.

After serving the bar must be sanitised again and the bar sheet completed to say this has been done.

KITCHEN

The kitchen is closed.

Food and drink must not be prepared in the kitchen.

Club cutlery and crockery must not be used.

CHANGING ROOMS

The changing rooms are closed.

WEST WING (ROOM ABOVE TOILETS)

This area is out of bounds to club members.