



COVID – 19
Frequently Asked Questions:
Latest update 3rd November 2020



1. The committee do not want to open the club, but members still want it open, what should we do?

Clubs should follow Scottish government guidance on hospitality premises opening at this time. The club will need to make decisions based on health, safety, and wellbeing of our members. Clubs should also consider the financial cost of opening the club. All members should be respectful of decisions made in the clubs and/or members best interests.

2. What does the club need to consider prior to opening in the winter?

Clubs need to assess its opening days/times are not resulting in the club losing money and should adjust to suit. Further winter advice on cost savings can be found on our website: <https://www.bowlsscotland.com/clubs/club-support-covid-19>

3. Can Bowls Scotland help our club with funding/finance?

Throughout November to March, Bowls Scotland are offering workshops in several different areas, including basic financial management and funding for your club. Bowls Scotland has also produced a Funding for your club guide which can be downloaded from the website: <https://www.bowlsscotland.com/clubs/club-support-covid-19>

Help and support for funding applications is available from your NDO.

4. Membership has been affected due to COVID-19, what can we do?

Recruitment and retention will be vital for your club's survival.

Try Bowls is Bowls Scotland's national campaign aimed at getting new people into bowls and increasing membership in clubs. Our NDOs will be running workshops throughout the winter period to discuss how to run a Try Bowls event. In addition, our NDOs will deliver a workshop on membership retention, aimed at providing hints and tips and practical solutions for retaining members.

For more information on Try Bowls and how to book a Try Bowls membership growth event in 2021, visit: <https://www.bowlsscotland.com/club-development/try-bowls>

5. How do we ensure our members return in 2021?

Clubs should engage with their members through the winter. Regular communication will help keep those members engaged and updated prior to the start of the new season.

We would encourage our clubs to sign up to the membership retention workshops through the winter months aimed at supporting clubs with practical hints and tips for retaining members.

6. When do I need to wear a face covering in the clubhouse?

Staff, members, and visitors should wear a face covering when entering, leaving, or moving around the clubhouse.

Members taking part in the following activities should also wear a face covering:

- Carpet Bowls*



- Pool
- Darts
- Bingo
- Table tennis*

**Carpet Bowls and Table Tennis face covering rules would not apply, if competition or event at the club, is under the authority of Scottish Short Mat Federation or Table Tennis Scotland.*

7. Can I car share to the bowling club?

No, you should not share a car with someone you do not live with. Under the new measures people should only car share with members of their own, or, extended household.

8. How do we ensure good hygiene at the club?

Cleaning of equipment, hand and respiratory hygiene are core measures to be implemented and provision should be made for these.

Clear guidance and plans are needed for cleaning of facilities and equipment, and waste disposal. For instance, common touchpoint surfaces (gates, door handles, handrails etc) should where possible be left open but if not possible, regular cleaning with disposable gloves should be undertaken.

Make hand sanitizers or wipes available for use at entrance/exit to venue/facility where possible. Hand sanitiser should be at least 60% alcohol based and detergent wipes appropriate for the surface they are being used on. Cleaning products should conform to EN14476 standards.

A checklist for health, hygiene and cleaning considerations and actions is available here: [Getting your Facilities Fit for Sport](#)

Further guidance is available at:

[Health Protection Scotland: General guidance for non-healthcare settings](#)

[Health Protection Scotland: Cleaning in a non-healthcare setting](#)

[Health Protection Scotland: Hand hygiene techniques](#)

9. Can toilets in the club be open?

Yes – toilets and throughways may be open, but clubs should risk assess if access to the toilets can be done safely and in line with good hygiene and physical distancing.

Clubs need to consider the preparation and access of the toilets, as well as informing members of the process for accessing.

More information can be found here: <https://www.gov.scot/publications/coronavirus-covid-19-public-and-customer-toilets-guidance/>

10. Do we need to consider any other guidance for use of clubhouse/bar/kitchen?

Yes, clubs must risk assess to determine if operating the bar/kitchen can be done safely and in line with good hygiene and physical distancing.



Clubs should also ensure they are able to open the bar/kitchen under Scottish government regulations at this time.

Clubs must check their operating plan and licensing agreement

Clubs need to consider:

- *Table service with no standing/all customers seated*
- *Face coverings by staff*
- *Face coverings for customers entering, leaving, and moving around the facility*
- *Clear systems for safe ordering and payments*
- *Clear systems for safe use of toilet facilities*
- *Use of screens between seating areas*
- *Good ventilation*
- *Good signage*
- *Reduced noise measures e.g. no background music, to reduce need for customers to shout*
- *Clear messaging on need to provide contact details to support Test & Protect*

Further information and guidance for hospitality can be found here:

<http://www.gov.scot/publications/coronavirus-covid-19-tourism-and-hospitality-sector-guidance/>

11. Why do we need to book members into the clubhouse?

If there is a further outbreak of COVID-19, by asking members/players to book in and knowing who has been at the club it will help quickly identify and isolate, thus avoiding a return to lockdown. Test and Protect, Scotland's approach to implementing the '[test, trace, isolate, support](#)' strategy is a public health measure designed to break chains of transmission of Coronavirus (COVID-19) in the community.
<https://www.gov.scot/coronavirus-covid-19/>

It is a mandatory requirement that bowling clubs collect the name, contact number, date of visit, time of arrival, and where possible the departure time of all those attending facilities or activities. This information should be stored for 21 days and should be shared with Public Health Officers if requested.

A leaflet providing information on the Test and Protect service from NHS Scotland is available here:

<https://www.gov.scot/publications/coronavirus-covid-19-test-and-protect-coronavirus-service/>

12. What do we do if someone tests positive for Covid-19?

If the club is contacted by Test & Protect, the club should follow advice from the local health authority.

Further advice is available here: <https://www.nhsinform.scot/campaigns/test-and-protect>

<https://www.bowlsscotland.com/clubs/club-support-covid-19>



13. Should clubs encourage members/visitors to download the Test & Protect App?

Bowls Scotland are encouraging all our clubs and members to download the Scottish Governments new Test & Protect App. This will help keep your friends, family, and fellow bowlers safe. For more information or to download the App: <https://protect.scot/>

14. Can external organisations access the club for activities?

All clubs should check with their local authority as to which activities are permitted for use of the premises at this time by an external organisation. As facility operator it is the responsibility of the club to ensure any external organisation follows all guidance in place for accessing indoor and outdoor sport and leisure facilities. This includes providing contact details for Test and Protect and adhering to good hygiene, household rules and physical distancing.

Clubs should risk assess before hosting any external organisations and ensure the organisation/group is aware of their responsibilities.

We recommend the club have access to the external organisations risk assessment and main contact details.

More information can be found here: [Coronavirus \(COVID-19\): guidance on the opening of indoor and outdoor sport and leisure facilities.](#)

15. How do we ensure members are compliant with rules in the clubhouse?

Clubs need to do what works for them and their environment. This might be having a club volunteer oversee proceedings or a trust policy in place and encouraging members to be vigilant and take responsibility.

16. Can we share our ideas on social media?

Yes - Clubs are encouraged to think creatively about how best to make their sport or activity possible within the guidelines, and we would love to hear from you.

17. What if club members do not comply with the rules?

We expect all club members to comply with club rules and Scottish Government guidance. If a member is not deemed to have followed club rules, it is up to individual clubs to take the necessary action.

18. How do we hold an AGM or committee meeting to discuss this and other matters?

We recommend clubs continue to host meetings online, by phone or email. Bowls Scotland has advice on online platforms, please contact your National Development Officer for more information.

More information can be found here: <https://www.bowlsscotland.com/clubs/club-support-covid-19>

19. Will first aid cover be available at the club?

Clubs should risk assess if First Aid is to be provided and is accessible within the club house (this include updating the first aid equipment for COVID-19 and First Aiders have undertaken appropriate additional training).



Access to indoor First Aid facilities by players should be limited (for example a club volunteer/staff where possible should administer First Aid outside).

Clubs should ensure they have players emergency contact details and inform them of how First Aid is accessed.

<https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders>

20. Can we use our locker rooms?

Yes. Access to locker rooms/changing rooms and storage areas is permitted for the dropping off and collection of bowling equipment.

Showering facilities should be avoided where possible, however they may be made available for participants with disabilities or additional needs

Bowling clubs should ensure participants and visitors wear face coverings in non-playing areas of the facility e.g. locker rooms and storage areas. This is a mandatory requirement.

21. PVG, how do I do this?

The PVG application process is now online forms these can be obtained by visiting our website. <https://www.bowlsscotland.com/about-us/safeguarding-children-vulnerable-groups>

If any member has any wellbeing concerns, please contact your clubs Wellbeing and Protection Officer or contact: safeguarding@bowlsscotland.com

22. If we have any questions, who do we contact?

Firstly, please ensure you have read all the guidance and FAQs as these might be able to answer any questions you may have. However, if you still require assistance, please contact our National Development Officers can support with any additional questions you may have:

- *Districts 1-10: Stuart Bell - 07525 134385 or stuartbell@bowlsscotland.com*
- *Districts 11-24: Daniel Baker - 07821 118774 or danielbaker@bowlsscotland.com*
- *Districts 25-32: Lawra Cox - 07715 025736 or lawracox@bowlsscotland.com*