

SHORINJI KEMPO

RETURN TO TRAINING PLAN

Covid-19 Guidance & Risk Assessment

Version 2

Updated 11 May 2021



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INTRODUCTION

The UK Government's DCMS has issued mandatory requirements (Combat Sport Framework) to NGBs that risk assessments are carried out for each sport and that a published Return to Training Plan is available to continue with 'organised' practice. These requirements are continually being reviewed and updated alongside the published Roadmap. It is essential that all members follow the guidelines set out in this document but remember that this is not definitive and must be used in conjunction with the latest Government guidelines. Clubs within Scotland, Wales, Northern Ireland, and the Channel Islands should also refer to their own government policies for any changes locally. Where the other nation guidelines are stricter than the UK government guidelines, the stricter guidelines take precedence. We have been working with the Sport England Return to Play team, and give particular thanks to the National Association of Karate and Martial Art Schools (NAKMAS) for providing the template for this document, which has been prepared on behalf of both the United Kingdom Shorinji Kempo Federation (UKSKF) and the British Shorinji Kempo Federation (BSKF) in line with DCMS requirements.

Version history

18 April 2021 – First version published

11 May 2021 – Updated General Guidance on Mitigation Measures, Step 3 and 4 to align with latest Government and Sport England guidance.

UNDERSTANDING COVID-19

Key Facts

- Covid-19 is a highly contagious virus which can spread from person to person easily.
- It spreads through droplets coming from the nose or mouth when a person coughs, sneezes, or exhales. It can also be transmitted when talking or shouting.
- Droplets can land on surfaces or objects which other people touch, potentially passing on the virus when they touch their own eyes, nose, or mouth.

Common Symptoms include, but are not limited to:

- A high temperature (37.8c or above)
- A new, or repetitive cough
- Loss of, or change to, taste and smell

Advice

Any member – student, instructor, parent, or volunteer – who has, suspects they have had, or has had within 14 days, any of these symptoms, **MUST NOT** attend a club. They must get a test and self-isolate in accordance with current Government's guidelines.

They should not exercise for at least 10 days, or until 7 days after the symptoms have resolved, using fatigue and breathlessness as a guide to their response. If symptoms are ongoing, they must see a doctor for advice on their ongoing recovery and to check if there is an underlying condition.

What to do in the event of a positive test / suspected case of Covid-19

1. It is essential that you keep a detailed record of members attending a class, with contact details (remember GDPR, and keep records safe)
2. If any member shows signs of symptoms during a class, send them home immediately (with parent or guardian if under 18) and ask to isolate, advising they get a test. All surfaces and equipment should be cleaned immediately. Keep full records of date, time, individual and any symptom details. The Track and Trace team may contact you.
3. If a previous attendee contacts you to notify you of a positive test, ask whether the Track and Trace team have requested details from the club. Personal details of other members should not be released without their permission. A child's personal phone number should never be shared. It is likely that the Track and Trace team would contact you directly from the QR code at the venue (see Track and Trace below).

PHASES OF RETURN TO TRAINING

Phase 0: Non-contact social distanced activity

At phase 0, combat martial arts may resume non-contact training. This means you should only train individually and there should be no contact with others, including with equipment (e.g., pad work). Clubs and participants must adhere to current legal gathering limits, social distancing guidelines and venue requirements as per current government guidelines.

Phase 1: Return to equipment training

At phase 1, combat martial arts can resume contact training with equipment. They can train with others and do not have to maintain 2m social distancing. This is solely for the use of training with handheld and wearable equipment (such as pad work), and during this phase there will be no direct personal contact or contact with clothing. At a minimum, the person holding the pad/equipment should ideally wear a face covering (if not exempt). Training involving contact (including padwork) should take place in bubbles (small groups) of no more than 6 (or no more than 15 for under 18s). Coaches and participants holding or wearing the equipment (pads, for example) are considered part of the bubble (group).

Each club may contain more than one bubble, but individuals may not be part of multiple bubbles at the same or different clubs. In order to supervise all bubbles effectively, the overall instructor must remain socially distanced and outside of any bubble.

Phase 2: Return to contact training

At phase 2, contact martial arts may resume contact training which includes direct physical contact between participants. In the event instructors teach at various venues with larger or several groups of students, as far as possible they should remain socially distanced from students to minimize risk. Where possible socially distanced training should be maintained for all members.

Phase 3: Return to competition

At phase 3, contact martial arts may resume competition between members. The provision of competition, including the number of participants permitted to take part, should be determined in accordance with current government guidelines, adhering to legal gathering limits, and dependent on venue capacity. Participants may not mix with other participants before, during and after the event. More details will follow as this phase is legally allowed.

GUIDANCE ON GENERAL MITIGATION MEASURES

Throughout this advice, please read *class* to include *gradings and courses*.

General guidance for club activities

Step 1B (from 29th March)

Outdoor classes can resume at phase 1 for adults, and at phase 2 for under 18s. Padwork or contact is allowed only within training bubbles as described for phase 1 above.

Step 2 (from 12th April)

Indoor classes can resume at phase 2 for children. Adults can resume indoors at phase 1, but any activity that does not meet social distancing guidance (such as contact or pad work) can only take place between people from the same household or support bubble. All activities should comply with the limits and restrictions of the venue.

Step 3 (from 17th May)

Adult classes can take place indoors and outdoors at phase 1 (padwork). Children's classes can take place indoors and outdoors at phase 2. Padwork or contact is allowed only within training bubbles as described for phase 1 above.

Step 4 (no earlier than 21st June)

It is likely that adult classes will be able to resume at phase 2, indoors and outdoors. Restrictions are likely to remain on inter-club activities (restrictions to be confirmed).

Step 5 (no earlier than 31st July)

We expect all inter-club activities including competitions and other events will be permitted, such as tournaments (taikai), seminars (gasshuku), and group gradings (restrictions to be confirmed).

Compliance

All clubs are required to adhere to the Government regulations and the Return to Training Plan.

All clubs must confirm in writing (email is acceptable) the fact that they understand and accept the requirements set out in this plan before adopting it.

Failure to comply will result in sanctions as below:

1. The breach will be discussed initially with the club: circumstances, reasons and what measures may be taken to prevent similar occurrences
2. If the breach continues, the club will be referred to their federation for additional sanctions as appropriate.

Breaches put not only public health at risk, but jeopardise clubs, governing bodies, and martial arts, undermining the case that safe sport should take place. The Government can step in and 'de-organise' the sport if it feels the need.

Covid Officer

In Northern Ireland and Scotland, it is mandatory for the club to appoint a covid officer to monitor compliance. This is advised for other nations as well.

Track and Trace

- All venues should have a track and trace QR code displayed at the entrance for members to scan with the NHS Covid-19 App:
<https://www.gov.uk/create-coronavirus-qr-poster>
- All clubs must keep a register of attendees at each class with name and contact details. This includes students and instructors/club staff present each time.
- Students should be questioned about symptoms/changing health conditions at each attendance. Any relevant information should be recorded and kept for 21 days in case it is requested by public health officers. Be aware of GDPR and do not keep information longer than necessary.
- For up-to-date guidance: <https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace>

Before and After Training Activity

- Members must limit the time spent congregating at the venue before and after martial art activities. This might include having strict arrival times and perhaps staggered start times for classes, allowing plenty of time between for members to leave/arrive and cleaning to take place.
- Face coverings should be worn inside public venues (but not generally within the training hall) unless medically exempt, or for under 11s, if social distancing may be a problem or if required by the venue.
- Hand sanitizer should be available for all members to use upon entry to the training hall.

Uniform/Clothing/Changing Room

- Use of changing rooms and showers should be minimal. Adherence to gathering limits while indoors, and maintaining social distancing is essential. Where possible members should arrive at venues ready for practice, wearing their uniform/clothing as required in their discipline. Following the class, they should leave as soon as possible, taking a shower at home unless absolutely necessary (going directly to work, for example).
- Social interaction and briefings etc, must not take place in changing rooms under any circumstances.
- Access should be maintained for members with disabilities.
- If there are circumstances where uniforms are bulk washed by one person, this must no longer take place. Individuals must take their own uniforms home to be washed.

Equipment

- Members should avoid sharing personal equipment. Shin/instep pads, mitts, headguards, water bottles, towels etc should be labelled with name and kept safely to the side until they are in use.
- Water bottles / cups and towels specifically must not be shared under any circumstances.
- Any shared training aids which touch the face must not be used (for example headguards).
- Clubs should limit the number of members handling the same equipment, including but not limited to: mats, shields, pads, cones, weapons. Equipment should be frequently sanitised during and after classes. The person washing/sanitising shared club equipment must wash or sanitise their hands immediately after the task.

Social/Physical Distancing

Follow the specific guidance for dates and indoor/outdoor rules set out by Government local to you.

- Members should adhere to the legal gathering limits indoors. Social interaction before and after classes, should be limited, but must adhere to the legal limits and take place in separate and distinct groups (currently rule of 6). Exceptions may be made where safety and safeguarding measures require this, such as supporting members with disabilities (though minimal time should be spent waiting or in changing rooms).
- Social distancing (currently 2 metres) must be maintained during 'warm up' and 'cool down' activities which may not be 'class based'.
- Members must avoid social physical contact such as hand shaking, hugging, kissing, high fiving, etc. Greet with a wave or gassho rei.
- Young children / disabled students. The usual rules of social distancing do not apply to children's classes, nor to disabled students' training. However, they do apply before and after the class and during breaks. There may be members in your clubs who do not understand or manage social distancing well. This may result in an occasional random hug or touch without warning. Discourage contact as far as possible, but if it has been unavoidable it is essential that both parties wash or sanitise hands immediately afterwards if contact does occur or if a vulnerable student needs help with a care issue.
- Masks must not be used as an alternative to the correct distancing/training bubbles/guidance to try to get more students in a class. Failure to comply is illegal.

Venue / Car Parking

- Class sizes may require reduction in numbers to ensure unnecessary encounters between people parking cars or accessing the venue.
- Staggering class times should be considered to manage footfall in corridors, entrances, or common areas.
- Parents/guardians dropping off children, must ensure they are observed doing so in the training hall, to enable the club to take over 'duty of care' until collection.

Spectators

These should be limited due to social distancing necessary and space available. No more than one adult should arrive with a child or family of children. Excess family should not attend. All spectators must remain socially distanced and be discouraged from any talking during a class (to avoid droplet transmission), wearing a face covering (unless exempt). A carer can attend with a disabled adult, but general adult classes should not have spectators present.

Travel

As far as possible, avoid using public transport to get to training facilities. Where it is used, ensure a face covering is worn (unless exempt), and regular hand washing or sanitising is executed. Cars should not be shared unless all people are from the same household or support bubble. Legal travel restrictions should be adhered to at all times.

First Aid

Clubs have a duty of care to members taking part in martial art activities. Clubs should aim to have a qualified first aider on the premises – this can be a first aider working at the venue hired. There should also be a well-stocked first aid kit available, and a telephone for emergencies. To minimize the risk of Covid-19, the kit must also now include:

- Face covering and disposable gloves (PPE) for anyone administering first aid. These should be double bagged and disposed of responsibly after single use. A few of each should be available at activities.
- Kitchen roll
- Sanitiser
- Antiseptic wipes
- Bags to dispose of PPE.

Students should be encouraged to bring in their bag plasters, tape, towel, face covering (unless exempt) and hand sanitiser.

During treatments, both first aider and patient should wear a face covering (unless exempt). After contact, surfaces and equipment should be sanitised thoroughly, and hands of both should be washed thoroughly with soap, or sanitised at the earliest opportunity. It is essential to avoid touching the mouth, eyes, or nose during and immediately after treatment.

CONDUCTING A RISK ASSESSMENT FOR YOUR CLUB

A risk assessment has to be carried out within your particular club/group/venue before you can return to 'organised' activities. A risk assessment should identify significant risks, identify controls to comply with legislation, and provide mitigation for risks. In addition, it should be reviewed regularly and updated, as necessary. In relation to Covid-19, the Government has issued further advice and guidance to be included in the risk assessment.

Points relevant to Covid-19

- To label Covid-19 as a hazard/risk.
- Assess members' potential exposure to the hazard.
- Identify risk points: where the hazard and members meet.
- Put in place risk controls recognising a level of risk based on:
 - Elimination of the hazard, which is not possible.
 - Substitution, which is not applicable.
 - Engineered controls (built in safeguards) e.g., barriers, signs, handwashing facilities.
 - Admin controls (change the management systems)
 - PPE – as appropriate

The risk assessment should recognise Covid-19 as a hazard considering the following factors:

Droplet Transmission: the risk associated with each action in the activity based on duration and proximity of participants.

Fomite Transmission: the risk associated with direct contact between participants during the activity, and equipment and surfaces used in the delivery and participation of the sport. The risk of fomite transmission from skin and bloodborne diseases on training and competition surfaces is a consistent risk for contact martial arts.

Population: the number of participants likely to take part in the proposed activity plus known risk factors of participants with underlying health conditions or high-risk groups (e.g., disabled, pregnancy, BAME). As contact martial arts are individual sports, population management is key to risk mitigation. Instructors, officials, volunteers, students, spectators and visiting persons, are identified as persons potentially at risk.

There may also be additions needed for individual venues and in relation to specific groups you teach, and these should be included. Risks of spreading the virus will be high, medium, or low.

Training Bubbles

The central strategy to mitigating transmission risk is to minimise the number of people that a member may come into close contact with. To enable a safe return, students should be grouped into bubbles. Bubbles should consist of up to 6 participants (adults) or 15 participants (under 18s). Members of a bubble should not train with anyone outside of the

bubble. Individuals may only be part of a single bubble at an individual club. Individuals may not be part of multiple bubbles at the same or different venues.

These rules also apply to instructors who do not socially distance when teaching or demonstrating technique. Instructors who maintain social distance may teach multiple bubbles in multiple venues but should consider limiting their exposure as far as possible.

Should a member of a bubble report or display symptoms of Covid-19 or come into potential contact with the virus (e.g., family, test and trace...), the entire bubble should be withdrawn from training, required to self-isolate for 10 days (or until a negative test result) and report to the Test and Trace team. As instructors may provide a transmission vector across multiple bubbles, they must remain isolated for the full 10 days even if they receive a negative test.

Clubs should ensure they have sufficient space for bubbles to train safely with a minimum space allowed of 3mx3m per member. Multiple bubbles may train at the same time if there is sufficient 'mat' space to allow them to do so while maintaining social distance from other bubbles/members.

RISK ASSESSMENT SPECIFICS

The traffic light system has been used for easier identification of risk level.

High: Red Medium: Amber Low: Green

| IDENTIFIED POTENTIAL RISKS/HAZARDS | RISK CONTROL MEASURES | PHASE 0/1/2/3 | RISK LEVEL |
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| GENERAL | | | |
| Members unaware of new Covid-19 rules | Pre-class communication – information given to each student/parent to sign. Self-assessment in case of symptoms or contact with positive cases, before coming to class. | All | High |
| Pre-training health checks | Students should be reminded to update their instructor of any relevant health issues. Temperature checks may be performed prior to training. | All | High |
| Class sizes too big for adequate social distancing and safe training practice in available space | Advanced booking system, or possible splitting of classes to avoid this both before, during and after class, and during car park exchanges. | All | High |
| Space needed and available | Ideally each student should have 3mx3m space to move safely. Assess the training space and decide whether classes should be split. | All | High |
| Staff unsure of new Covid-19 rules | Staff training prior to classes recommence. | All | High |
| Members arriving and leaving training place – socialising | Members to be told that social mixing should be kept to a minimum and that social distancing be in place. | All | Medium |
| Members leaving training place contact risks | Members sanitize hands upon leaving and take all personal items with them. Members do not hang around outside the training area and leave immediately. | All | Medium |

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| | Children with 'missing' parents stay in an area where they can be supervised safely, at a safe distance from others. | | |
| Members' personal equipment, bags, possible carriers of virus | Members asked to bring essential equipment only and keep bags in separate areas from others'. | All | Medium |
| Members' pads, mitts possible carriers of virus | Reduce the need for pads, no sharing to take place, kept in bag when not in use. | 1-3 | Medium |
| Drinking water | Personal water bottles (labelled with name) must be used –no sharing. Water machines not recommended unless taps sanitised with each use and disposable cups put in sealed bin. | All | High |
| Cash Payments carriers of virus | Cash payments preferably in named sealed envelopes. Sanitiser used frequently. On-line or contactless payments encouraged as far as possible. | All | High |
| Members from outside training hall carrying virus on hands | Members asked to wash/sanitise hands before leaving home, and on arrival at the venue. Sanitiser must be available in the training venue. | All | High |
| Members confused by new layouts | Signs/tape on walls and floors provided. | All | Medium |
| Doors, surfaces and handles possible carriers of virus. Ventilation. | Doors to remain open as far as possible. Halls to be well ventilated, with windows open as much as possible. | All | High |
| Changing rooms, surface carriers for virus. Suits/uniforms carrier for virus | Students to arrive dressed for practice. Suits/uniforms should be washed between each class | All | Medium |
| Use of toilets carriers for virus | Limit users at a time. Ensure antiseptic | All | High |

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| | wipes/sprays are available. Members to clean all surfaces touched. Hands to be washed thoroughly and sanitised upon return to training hall | | |
| Social distancing not fulfilled | Reminders to members of social distancing requirements. Currently 2m before and after classes, during breaks. During training depending on phase. Wearing masks instead is not allowed and failure to comply is illegal. | All | High |
| Spectators bringing additional risk | Spectators limited to supervision for under 18s (limited to 1 adult per child/family), and possibly for disabled students. All spectators to be socially distanced and wearing face coverings (unless exempt). No shouting or cheering should take place | All | Medium |
| Member families | Able to train together in household 'bubbles' | All | Low |
| Mats/floors carriers for virus | Thoroughly clean prior to classes and cleaning as necessary during – be aware of bodily fluids (including sweat) which may carry the virus | All | High |
| Spillages on floors | Clean up immediately. Ensure wipes are available. | All | Medium |
| Shared equipment –kick pads, focus mitts etc – carries of virus | Should be cleaned thoroughly before each class and wiped with antiseptic wipes/spray between uses. Minimal sharing is advised as far as possible. | 1-3 | High |
| Surfaces touched | Sanitiser should be available at all times. Surfaces should | All | High |

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| | be cleaned at regular intervals and thoroughly before and after classes. | | |
| PPE is necessary | Each individual to have own face covering (if needed and not exempt). Disposable face masks and gloves are available for first aiders. | All | High |
| Infected material in bins | Bins to be emptied after classes safely | All | High |
| Leaving behind contamination | Mats/floors/equipment are cleaned thoroughly. | All | High |
| OUTSIDE TRAINING SPECIFICS (IN ADDITION TO OTHER SECTIONS) | | | |
| Children being left; potential needs for help or going to toilet, leaving | Parent bringing child should remain present but not within the training group. Parents should remain socially distanced from other households. After training children should go directly to parent, not cluster around others. | All | Medium |
| Ground surfaces being unsuitable or likely to cause risk | Thorough health and safety check to be done before every class. Check for foreign objects, liquid spills, or obstructions and hazards which might cause members to slip, fall or sustain any harm. Remove any litter and wash hands after. Students ideally should wear trainers or other suitable shoes to prevent feet injuries. Advise members of risk throughout the class with particular activities. | All | Medium |
| Outside space – sound / space issues | Ensure members can hear instructions and see the instructor(s) clearly. Ensure you have allowed enough space away from other | All | Medium |

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| | groups, and with enough room to follow Government rules of distancing. Good control and discipline needed especially for children’s classes | | |
| Weather | The need to monitor weather reports/reality. Do not train in the rain as the ground will be slippery. Classes may need to be cancelled at short notice, so ensure all records of students are available and current. | All | Medium |
| Temperature Impacting Performance | Ensure members dress in extra layers (cold) or bring additional water (hot). Do not train outside in extreme temperature conditions. Advise members to remember issues such as hayfever, sunstroke, sun protection, dehydration etc. Extra breaks may be needed in hotter weather. | All | Medium |
| Random dogs / children running around. Other activities causing disruption | Risk of interference, attacks by animals etc. If concerned the class should be stopped while disruption is dealt with appropriately. | All | Medium |
| Wildlife/nature | Members with allergies must ensure they have had appropriate medication prior to attending a class, and possibly insect repellent. If any member has a severe allergy to any insect, it is recommended s/he does not attend outside classes. | All | Medium |
| First Aid | There should be a qualified first aider in the vicinity of the training, and a well- | All | Medium |

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| | stocked first aid kit, including PPE must be available. See 'First Aid'. | | |
| MARTIAL ARTS TRAINING SPECIFICS | | | |
| Use of shout (Kiai) potential risk of droplet transfer | Recommended that Kiai is not used. Fukumi-kiai (unvoiced kiai) should be used to remind the student when it would usually be executed for power (risk of future technical knowledge otherwise). No shouting or cheering should take place during any activity, e.g., during sparring or games. | 0-2 | High |
| Warm up and Cool down – distancing, risk of droplet transfer | Keeping social distancing (2m) between members (unless same household). Activity executed singularly and not in pairs or groups. Stand side by side or back-to-back with others where possible. Avoid face-to-face activity. Students should remain within their training bubbles. | 0-2 | Medium |
| Basic techniques on spot or forwards and backwards | Distancing should be maintained. For techniques with travel movement, more attention will be needed to ensure this. | 0-2 | Medium |
| Individual practice rolls/fall (ukemi) | Distancing should be maintained. | 0-2 | Medium |
| Forms (tanen kihon hokei) | If these are practised as a group, keep the group small and distanced as far as possible to avoid any contact. | 0-2 | Low |
| Paired and group embu (kumi embu, dantai embu) Other partner work (not sparring) | Distanced pairs ideal | 1-2 | High |

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| | Partner work – contact to be kept at a minimum. No face-to-face shouting | | |
| Close contact partner work (juho, seiho) | Training bubbles should be used for close contact partner work to minimise exposure. No face-to-face shouting. Hygiene before and after training is crucial. Keep contact to a minimum and consider wearing masks during this close activity if appropriate and prolonged. | 2-3 | High |
| Use of kick pads, focus mitts etc | Equipment should be sanitised before use and regularly between users. Use of equipment should be practised in training bubbles. The person holding the equipment should wear a face covering (unless exempt) and turn the face away or down from the partner as far as possible (unless unsafe to do so). No face-to-face shouting. | 1-3 | Medium |
| Use of weapons –various | Weapons should be sanitised before use and regularly between users. As far as possible members to use their own weapons. Any face-to-face partner work should be limited as far as possible. Masks are recommended to minimise risk. | 1-3 | Medium |
| Free Sparring (randori) – no contact | Distanced pairs to practice technique. Keep away from other members' spectating, sitting on floor waiting. Sparring should take place in training bubbles. | 2-3 | High |

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| Free Sparring (randori) – contact | Pair members ideally with members of the same household. No face-to-face shouting. Any personal equipment: pads, mitts etc, should belong to the individual and not be shared. Keep number of partners to an absolute minimum during any class. Sparring should take place in training bubbles. | 2-3 | High |
| Instructor(s) sparring with students | This should be avoided as it would likely maximise the risk of virus transfer between members within a class. If not avoided, instructors must be part of the training bubble. | 2-3 | High |
| Question and answer sessions –risk of droplet transfer | Avoid sitting in close groups. Could be done within training bubbles. Face coverings could be worn (unless exempt). Be aware of any member who may lip read. | All | High |
| COMPETITION SPECIFICS – Not currently allowed – guidance will be added as Government guidance changes and is received. | | | |

ACKNOWLEDGEMENT AND THANKS

As unrecognized NGBs, UKSKF and BSKF have been mandated by the DCMS and the Sport England Return to Play team to generate a single guidance document for Shorinji Kempo within the UK. We have based our action plan on a template from NAKMAS, which in turn has been compiled from approved plans by the Sport England single sport GBs.

We rightly give thanks and acknowledgement to these bodies:

- UK Government Department of Culture, Media, and Sport
- Sport England Return to Play team
- National Association of Karate and Martial Art Schools (NAKMAS)
- Sport and Recreation Alliance
- British Judo
- British Taekwondo
- United Kingdom Brazilian Jiu Jitsu Association
- British Kendo Association

This Plan will be updated as Government guidance changes and for practical purposes which may be raised as we slowly reopen.