



# RYE YACHT CLUB

## COVID-16 Safety

### Instructor / Coach Checklist



Activity ..... Name ..... Date .....

Instructors and Coaches are to complete one of these checklists for all Sailing School activities.

Timing		Action	Done
Pre Session	1	<b>Reminders to participants:</b>	
		Confirm session time and arrival time	
		Confirm arrive in sailing gear	
		If any symptoms DO NOT ATTEND	
		Bring water bottle / snack	
		Wash hands before the start of session	
		Do not share equipment	
		Parents to drop off children	
		Parents can watch from the beach	
		2	Ensure all equipment to be used is clean and ready
	3	Take off boat covers / get out sails	
	4	Put rigging area markings in place if required	
Start of session	1	Register all on attendance record	
	2	Record parents details if they are watching	
	3	Conduct temperature checks on children	
	4	Confirm with participants that they are symptom free	
	5	Explain physical distancing rules	
	6	Confirm no sharing of equipment	
	7	Confirm they have washed their hands	
During session	1	Maintain distancing rules	
	2	Monitor no sharing of equipment	
	3	Remind participants to wash their hands during and after	
	4	Record finishing time	
	5	Ensure participants leave promptly after session	
After session	1	Wash and disinfect all equipment used	
	2	Wash and disinfect life jackets	
	3	Ensure that bibs will be washed	
	4	Wash down and disinfect safety boats and equipment	