**Wargrave Boating Club**

**Procedure for using single skiffs or single punts as from 20th June 2020.**

**1. Introduction**

* As from 22nd June 2020 single skiffs and single punts can be used by fine boat members of WBC **but no other craft**. All users need to have paid their club 2020 membership and their fine boat fee. The website has a pro rata cost for club membership based on the remaining part of the general boating year available. The current fees are as follows:
	+ Family - £75
	+ Adult - £45
	+ Student - £10

Fine boat rates have not been changed.

* The procedures are a limited testing process from which lessons will be learnt. The procedures will be adapted over time so that the future use of the club for a greater range of activities can be planned for.
* As most other boating clubs are doing, **only single person skiff or punt craft can be used at this time**, both to be within the current government Covid-19 regulations and to be manageable given the space restrictions of WBC compared to other club houses. As WBC has very few single person craft, the opportunities are very restricted.
* Booking out of craft will only be by using the Google document currently used for skiffing and no craft should be used if there has been no booking. The form has been adapted to cover punting as well. The following should be noted:
* Only the days and times shown on the document each week are available for booking.
* One slot can be booked for each day. Once a slot has been booked then **no other slots can be booked for that craft on that day by anyone** unless the second person booking is from the same household as the first person. In which case one other slot can be booked using the same craft as used earlier in the day.
* One booking slot per person per week unless by one hour prior to the booking, no other slot has been taken that day for the craft required
* Those on the waiting list on the Google document will have priority for the following week’s bookings. Further priority will also be given to those on the list who have not been out in the preceding week or weeks. Slots will be added by the administrator which can then be adjusted if needed.
* Single skiffs or single punts can be used by two from the same household at the same time.
* The document will be updated each Sunday evening so that there will always be 2 available days for the following week.
* There will always be at least 72 hours between available days.
* The booking of slots will be monitored for fair use.

**2. Procedures for using a single skiff or single punt**

The following has been based on the document “Coronavirus Advice - Return to Rowing (Phase B) Version 3 issued by British Rowing Dated 12th June 2020.

* Book a slot on the Google Doc using the online form
* Before leaving home for your slot, wash your hands in accordance with government guidance. Take with you, facemask, gloves (preferably kitchen type but otherwise any type), a cleaning cloth and spray bleach or soap detergent. All cloth items need to have been cleaned and dried or not touched for the previous 72 hours. Facemasks should be available in case at any time social distancing is not possible on club premises.
* Social distancing must be adhered to whenever possible. Other people may be in or around the club.
* Enter the club using the normal single entrance door. Before touching the door put on your gloves and leave the door open while you are in the club to maximise ventilation.
* The toilet and changing areas are out of bounds and the kitchen should only be accessed for obtaining soapy hot water if needed.
* Immediately open the fine boat doors using the bolt system already in place.
* The single skiffs will be on the bottom rack with the blades that can be used lying in them. The punt poles to be used will be labelled as such. No other equipment should be touched. The skiffs and punts will have an identifying label above them. Only touch the skiff or punt that you have booked.
* Clean the blade handles and punt poles with spray bleach or hot soapy water and a wet cloth. Use the cloth that you have brought with you and which must be taken home when you leave. The main risk reduction measure is the 72-hour quarantining of craft and equipment between uses but cleaning will reduce the risk further
* Move the punt or skiff out of the club as normal and put it in the water. Close the club doors.
* Remove your gloves, store in a bag and undertake your outing on the river.
* Return from the outing in good time within your booking slot to allow for cleaning and putting the craft back in the clubhouse.
* Exit the craft and put on your gloves. Open the club fine boat and single entrance doors. Move the craft onto the land
* Clean the blade handles and punt poles with spray bleach or hot soapy water and your wet cloth. Also, clean seats and pins of the skiff. Again, the main risk reduction measure is the 72-hour quarantining of craft and equipment between uses but cleaning will reduce the risk further.
* Punt poles should be cleaned in their final location in the clubhouse. Skiff blades should be left lying in the skiff after cleaning.
* The skiff or punt should be returned to its original position in the clubhouse.
* Close the fine boat doors and secure them as they were found and then exit the clubhouse from the single entrance door.
* Only remove your gloves after the single entrance door has been locked. All items brought to the club must be taken home.

---------------------------------------