

# Return to Play Processes and Information

## Contents

1. General Information.....	3
2. Access to the PTTA centre.....	3
3. Returning to Play.....	3
4. Duty Managers.....	4
5. Access to TT365 .....	4
6. General Rules .....	6
7. Cardinal Neman One Way System.....	7
8. Sports Hall Layout.....	8

## **1. General Information**

This document is a guide to returning to playing table tennis at Cardinal Newman College under the Covid-19 governance. Social distancing of 2 metres must be observed at all times.

This year we are returning to using the TT365 website. Instructions can be found later in this document.

TT365 website, instructions can be found later in this document.

The layout of the Sports hall for matches **MUST** be followed at every session, shown in section 8.

At the end of this document in section 6 there is a 'General Rules' section that must be adhered to.

## **2. Access to the PTTA centre**

Entry into the Cardinal Newman's St Augustine's building is as normal through the front door. Entry can be gained by pressing the bell at the right hand side of the door. The CNC duty manager will open the door automatically from within their office. A one way system is operation so please follow the route identified in the appendices.

Face coverings **MUST** be on from the moment of entering the building and **MUST** remain on at all times when not playing table tennis. Anybody attempting to enter without a face covering will be turned away. This means when you are in your court seated waiting for your turn to play you **MUST** be wearing a face covering.

## **3. Returning to Play**

Under the governance in returning to play we have to demonstrate our management of the hall at all times and one of the requirements is to have duty managers (two per evening) and that responsibility needs to be shared across the members who play from CNC.

Ideally 4 members playing on a specific date will volunteer to setup the hall at 18:45, putting the tables and chairs in the courts with nets. Whilst doing this process the volunteers will be expected to wear face coverings. Ideally member will have their own re-usable face coverings, but we will have some disposable ones just in case.

At the end of the evening all the equipment used in a court must be sanitised and put back into storage by the members using it. Paper cloths and sanitising liquid will be provided by the PTTA along with hand sanitiser for each court to be used after every practice session (person 'A' playing person 'B').

Once again the 'putting away' process is to be conducted wearing face coverings. Not everybody will require the full time available so the tables will be sanitised and put back in storage in a staggered fashion, but dependent on numbers the duty manager will call time at 21:10.

#### 4. Duty Managers

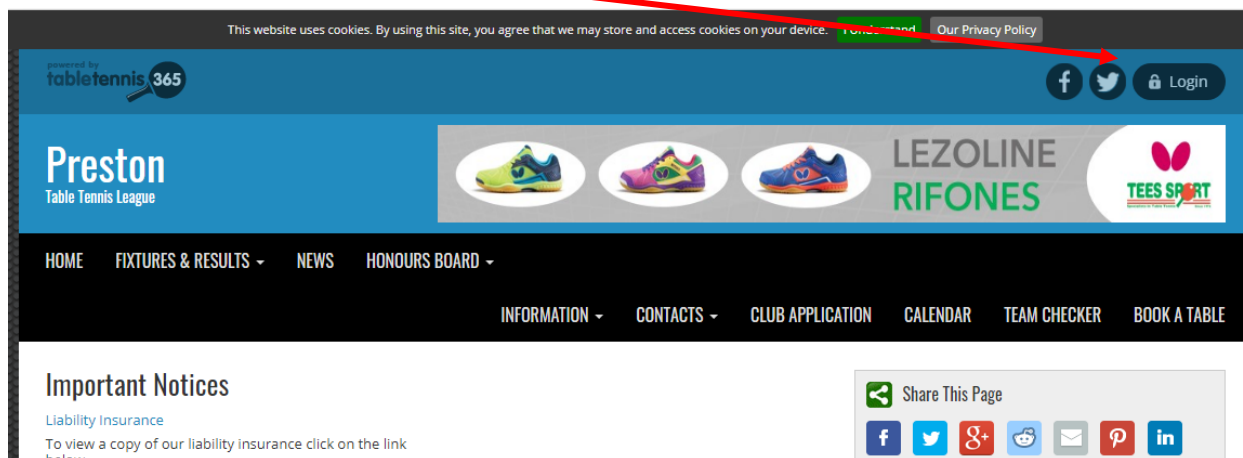
1. The two duty managers will identify themselves to the players as they enter the sports hall
2. All players **MUST** have their temperature checked on entry to the sports hall. If numbers of people are arriving simultaneously they **MUST** form a socially distanced queue in the corridor outside of the sports hall office and await their temperature taken. Anybody with a temperature higher the 37.8°C will be refused entry
3. The duty managers will:
  - Take players temperature
  - Enter players in the night register
  - Ensure toilet breaks are staggered
  - In the event of a player showing signs of any illness a duty manager must take care of that person and if necessary put on PPE and take that person to room AB08. A player in the same bubble will notify the CNC duty manager and contact their parents / guardian /partner

#### 5. Access to TT365

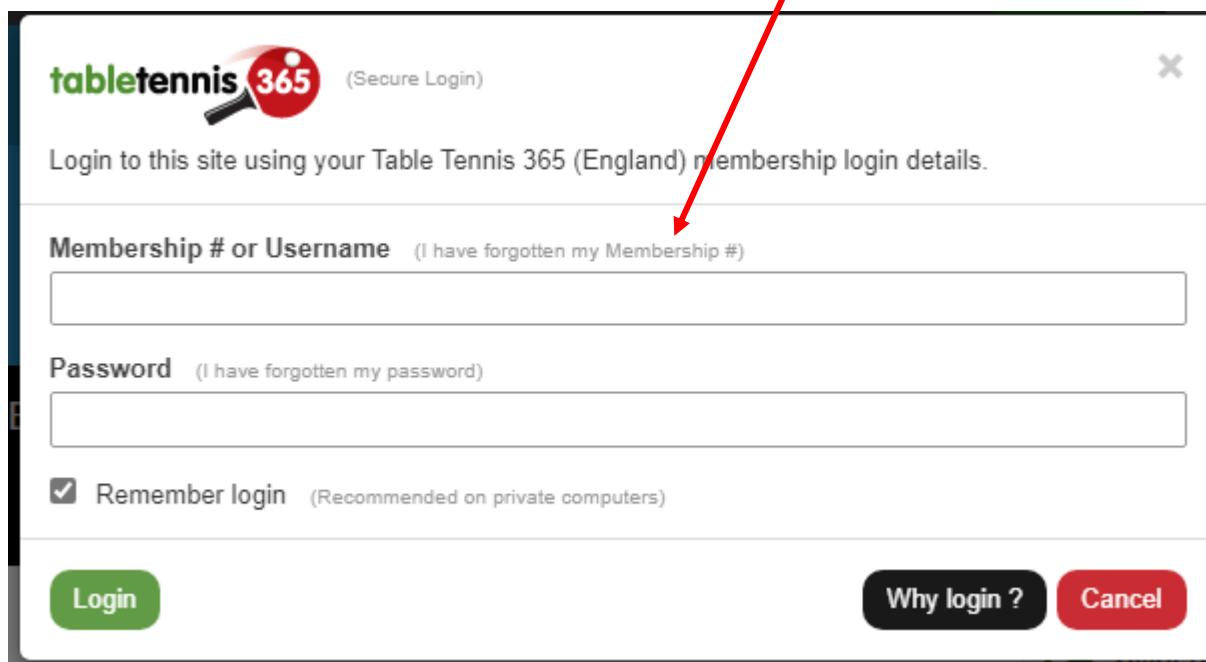
To access the table tennis TT365 website use the following URL and then save it to 'Your Favourites'

<https://tabletennis365.com/preston>

Logon as a member



Members Only - This is the logon you used the season before last. Use your TTE number and your password. If you cannot remember your password select and you will be asked to provide your membership number. Those who do not remember their membership number contact me Andrew White



**tabletennis 365** (Secure Login) ×

Login to this site using your Table Tennis 365 (England) membership login details.

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**Membership # or Username** (I have forgotten my Membership #)

**Password** (I have forgotten my password)

☒ Remember login (Recommended on private computers)

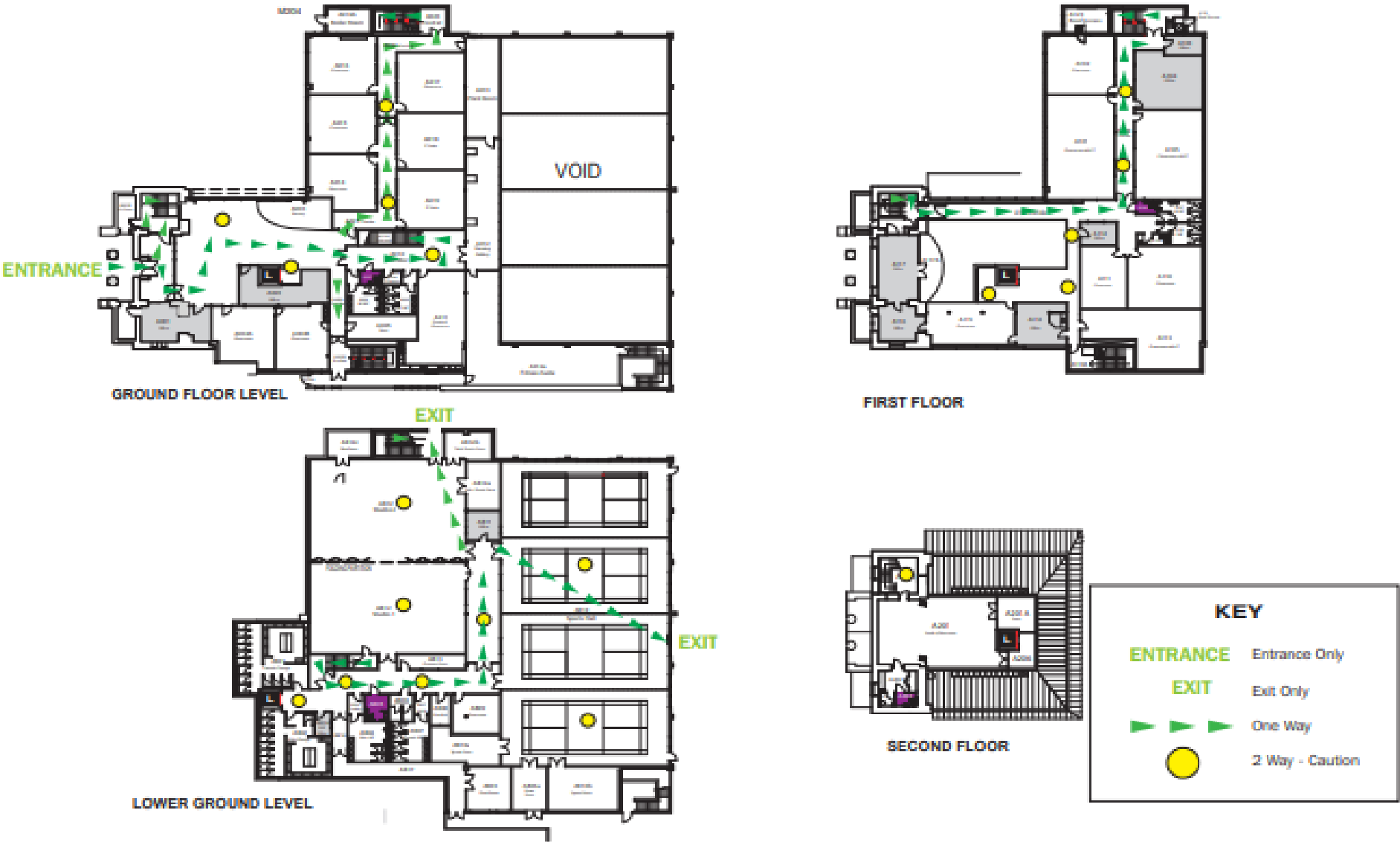
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## **6. General Rules**

1. Physical activity or exercise is undertaken at your own risk. If you have any concerns about playing table tennis you should seek guidance from a doctor or relevant health professional before participating
2. Do not come to the centre if you are unwell, have any Covid-19 symptoms or have been told to self-isolate
3. Arrive at your booked time, not early or late (unless you are a duty manager then arrive at 19:00)
4. You will need to complete your activity, wipe down all equipment before and after use with the provided cleaning materials (Match nights only and these will be provided)
5. There will be no changing areas and no availability of showers. Please come changed and shower at home.
6. You must be out of the building by 22:00 on Match nights, 21:30 on practice nights
7. Listen to the duty officers in charge and follow their instructions
8. Follow one-way systems and Covid-19 Secure notices and signage staying within marked zones or areas
9. Respect social distancing at all times – keep 2 metres distance between you and other people.
10. There is equipment available to borrow (bats and balls)
11. Bring your own drinking water
12. We will pass on your contact details to the NHS 'Test and Trace' service if requested to do so.

7. Cardinal Neman One Way System

CARDINAL NEWMAN COLLEGE - St. AUGUSTINE'S BUILDING 2020/21



8. Sports Hall Layout For Matches (Spatial Area 1 may-be replaced with another playing area)

