

COVID-19: Reopening Indoor Target Shooting Facilities

Advice and practical steps towards
reopening indoor target shooting facilities in
Wales.

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'The coronavirus will remain a serious risk to us until a vaccine or an effective treatment is available. So, as we start to consider moving out of the rigid but effective control measures that we first put in place, we are clear that this is a process of managing, not eliminating risk. Much as we might want it to, 'normal' life will not be possible for many months – possibly years.'

Welsh Government, Unlocking our Society & Economy: Continuing the Conversation

Purpose

This document provides advice from the Welsh Target Shooting Federation to persons operating indoor target shooting facilities in Wales, on how the Welsh government's guidance for reopening can be implemented.

The Welsh Target Shooting Federation wants target shooting activity to return as safely and swiftly as possible, and this document aims to provide some practical advice that can be used in preparation for reopening indoor target shooting facilities when regulations and guidance allow.

As of 31st July the Welsh government will allow indoor target shooting facilities to reopen with social distancing, hygiene, and other responsible measures in place from August 10th 2020.

Scope

This document contains advice for operators of indoor facilities only (i.e., grounds, ranges), whether commercial or not for profit. The advice in this document is for the application of government guidance to target shooting facilities in general and does not provide specific advice for individual facilities or sites.

Welsh Target Shooting Federation statement on reopening indoor facilities

Target shooting facilities are familiar with managing risk and ensuring range safety at all times. This should continue as indoor facilities are reopened in line with the Welsh government's regulations and guidance. The WTSP will provide advice on implementing government guidance for reopening indoor target shooting facilities, and decisions should not compromise public health in this pursuit. The decision to reopen, and the safe running of the facility thereafter, is the responsibility of the

facility operators and should comply with their insurance requirements. The duty of care to people using reopened facilities remains with the operator.

Duty of Care Advice for reopening Indoor Target Shooting Facilities

Everyone in Welsh sport has a responsibility to minimise the risk of coronavirus infections and outbreaks.

We strongly recommend that all facility operators read this advice carefully and in full, the full WSA document is available here: <https://wtsf.org.uk/wp-content/uploads/2020/07/Duty-Of-Care-Guidance-for-Sport-during-Covid-v2-2020-07-28.pdf>

The general requirements are as follows:

- Coronavirus risk assessments and mitigations by each facility.
- Appoint a Coronavirus Officer for the facility (see below).
- Appoint one Responsible Person for each activity session (see below).
- Social distancing of 2m.
- Good Hygiene practice.
- Upper limit of 30 people.
- Collect and securely store contact information for 21 days (telephone numbers at minimum) for the Test, Trace, and Protect System (TTPS).
- Do not monitor or assess your staff, members' or visitors' health. This includes taking temperatures or asking intrusive questions.
- Provide signs that ask people not to enter the premises if they think they may be infectious or have had contact with someone who has got Covid-19.
- Do ask activity session attendees to self-certify that they nor anyone in their household has had coronavirus symptoms in the last 2 weeks (see below).

Coronavirus Officer

A member of the facility or organisation that is responsible for overseeing the Coronavirus risk assessment, mitigations, and complying with guidance and legal processes. This includes oversight of the contact information data collection and storage by Responsible Persons.

Responsible Persons

Each activity at each facility must have a Responsible Person to ensure that government, WTSF, and Coronavirus Officer requirements are adhered to in the session(s) they are responsible for. This includes informing participants of the rules before they attend and

keeping a register of attendees (name, telephone number, arrive time, leave time) for the Test, Track, and Protect System.

Suggested wording for activity session self-certification

"I have NOT HAD in the last 2 weeks any of the following Covid-19 symptoms: A continuous high temperature; A loss of taste or smell; A new continuous cough. I also confirm that I have not to the best of my knowledge had contact with anyone else who has had these symptoms or tested positive for Covid-19."

"I also confirm that I nor any other person in my household or extended household have NOT been told to self-isolate and are not currently subject to Covid-19 quarantine after travel or illness."

What if there is a Coronavirus incident?

In the event that someone who attended an activity or works at a facility either contracts the virus or shows symptoms, follow the steps below.

- Don't panic. It may not be Covid-19.
- Tell them to contact the Coronavirus NHS service for help and advice.
- Do not record any details about them as this may be unlawful. Do not spread any gossip. You should inform your organisation's Coronavirus Officer.
- Coronavirus Officers should contact the Coronavirus 111 service for advice if they are unsure.
- Notify the NGB Coronavirus Officer of the situation but do not disclose any known details of any individual.
- DO NOT contact other people who may have been at the session. You are not allowed to do this lawfully, let the TTPS do their job.
- Seek advice from your Coronavirus Officer about extra cleaning that may be required.

General Advice on how to Implement Welsh Government Guidance on Reopening Indoor Target Shooting Facilities

Is my club or ground an 'indoor' facility?

The Welsh government have not clearly defined indoor sports facilities in their guidance for reopening. Operators of indoor Welsh target shooting sites must decide for themselves which parts of their facility are indoors and adhere to the guidance accordingly. For example, a 50m rifle range with part-covered firing points might be considered indoors, however the club house will be an indoor space.

We have consulted with Public Health Wales regarding what constitutes an indoor range. It is considered that indoor facilities can include rifle ranges with sheltered firing points. This is seen in other sports such as golf, where some driving ranges have reopened with careful social distancing and hygiene measures.

Air circulation is the key principle in determining whether your facility is 'indoor' or 'indoor' in relation to government guidance and coronavirus infection risks. Infection risks are high if people share the same air, or touch surfaces in areas with poor air circulation. In addition to strict hygiene measures, there are steps that can be taken to reduce infection risks from poor air circulation and improve safe reopening. These steps include but are not limited to; opening all windows and doors, using fans to improve air circulation towards the indoors, social distance with physical air barriers (e.g., screens), separate arrival and exit points for visitors, require visitors to wear face masks. With these kinds of measures in place, indoor facilities with covered firing points can also look to reopen alongside wholly indoor facilities. We strongly recommend that any such facility consults with their local environmental health department prior to reopening. These departments have helped shops to reopen safely and can provide specific advice for facilities looking to reopen.

Reopening decisions and responsibility for any outcomes thereafter stay with the operators of the facility. If you are unsure, we recommend remaining closed until Welsh government guidance allows wider reopening to occur.

The health of your users should be your priority

We recommend that you prioritise the health of your users over any other considerations in reopening decisions. If you cannot ensure that risks to persons using your facility are identified and sufficiently managed or mitigated, then we



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recommend remaining closed and reviewing your decision if Welsh government guidance changes.

Maintain range safety

Target shooting facilities are safe places due to the long-standing and effective procedures in place to protect everyone. If range safety is likely to be compromised by your decisions or adaptations to enable reopening, then we recommend remaining closed until both visitors' health and range safety can be ensured.

Identify, manage, and mitigate risks

If you decide that the health of users can be protected whilst reopening your indoor facilities, we recommend that health risks are formally identified, managed, and mitigated. We recommend that you complete a thorough risk assessment for coronavirus health risks prior to reopening, a template can be found on the following pages.

Checklist for Reopening Indoor Target Shooting Facilities

Facilities should not open until Welsh government guidance allows. In the meantime you can follow our checklist to be ready as soon as possible, our thanks goes to Scottish Target Shooting for their help with this advice. Consider informing your landowner and notifying your local police firearms department of your plans to reopen.

Build consensus for reopening your facility

You should seek written (i.e., meeting minutes) agreement from all facility operators that the club can begin to reopen in line with Welsh government guidance. Other officials such as coaches, range officers, staff will likely also need to agree so that your facility can reopen safely.

Ensure that you read and understand the guidance

Welsh government guidance is the primary source that you should follow. We will provide advice on how their guidance applies to target shooting in Wales. Contact us if you have questions about guidance or advice, we will seek answers from government if we cannot answer your question immediately.

Complete a thorough risk assessment

You should assess how to reopen with infection prevention measures (e.g., social distancing) in place and have a written plan for managing and mitigating infection risks, including appointing personnel to health responsibilities. Each facility is different but the process of assessing risk will be similar, we have provided a template Coronavirus Health Policy and Risk Assessment template on our website and in this document.

Implement risk management and mitigation

Your risk assessment will have identified steps that you will take to reduce infection risks, and may have identified necessary modifications to your facility. Ensure that all measures (e.g., hand wash stations) are implemented and working as planned prior to inviting users.

Implement a stringent user booking system

Controlling the flow of users to, from, and around your facility is part of reducing infection risks. Limit the amount of people at your facility with a booking system and consider gaps between bookings to allow set-up and pack-up without overlap.

Ensure users know the rules before coming

You should clearly communicate how the facility will safely reopen prior to inviting users, this may involve users bringing their own hygiene measures (e.g., hand gel) and providing written confirmation that they understand the new health rules.

Coronavirus Health Policy

This is the statement of Coronavirus Health arrangements for:	(Name of facility)	
(Name of target shooting facility operator)	has overall and final responsibility for Coronavirus health management	
(Member or staff)	has day-to-day responsibility for ensuring this policy is put into practice	
Statement of Coronavirus Health Policy	Responsibility of: Name/Title	Action/Arrangements (What are you going to do?)
Prevent infections and cases of coronavirus by managing the health risks in the facility		
Provide clear instructions and information, and adequate training, to ensure employees, members, and visitors are competent to safely use facilities		
Engage and consult with employees, members, and visitors on day-to-day Coronavirus health and safety conditions		
Implement emergency procedures – closing and cleaning in the event of an infection or contact		
Maintain safe conditions, provide and maintain relevant equipment, and ensure hygiene facilities are operational		

Signed: * (Operator)

Date:

You should review your policy if you think it might no longer be valid, e.g. if circumstances change.

Hygiene facilities are located: (list locations)	
First-aid box is located:	
Accident book is located:	

Risk Assessment

Facility Name:		Assessment carried out by:		Signature:		Date:
What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
COVID-19 infected person attends facility	All immediately present and those attending in the next few days. Harmed by exposure and potential infection of COVID-19.	Telling all visitors and members to stay away if symptomatic or recently in contact with a confirmed COVID-19 case.	Ask for written confirmation that users will follow Welsh government guidance and our new rules.	All staff.	Everyday	Ongoing
Poor hand hygiene from members & visitors	All attendees by potential viral spread.	Signposting hand wash stations	Change premises person flow to make hand washing on arrival mandatory.	All staff.	20/06/2020	21/06/2020
Car Park risk of infections	All attendees by potential vehicle-to-vehicle viral spread.	Marked out vehicle spaces 4m between.	Ensure each arrival is 4m away from other vehicles.	On-site officer/manager	Everyday	Ongoing
Club House – indoor area risk of infections	All attendees by sharing indoor spaces with persons from other households.	Club house locked at all times except for staff access.	No	On-site officer/manager	Everyday	Ongoing
WC facilities – indoor area risk of infections	All users by viral spread in small room.	Hand wash station used prior to WC use. Staff member sanitizing door handles & taps. Users sanitize toilet seat.	Review effectiveness of hand washing flow and sanitizing.	All staff	Everyday	Ongoing
Firing points – risk of infection	Firing point users and range staff	Half firing points used to maintain 2m+ gap between. Sanitizing target screens and buttons before and after use. Rifle shooters bring their own mats.	Hand wash station for users to wash prior to using a firing point.	On-site manager & staff	20/06/2020	20/06/2020
Range & Targets – risk of infection	Staff risk infection during opening and closing and target maintenance.	Only the on-site manager addresses target issues and open/close range.	Managers to sanitize any targets they touch for maintenance.	On-site manager	Everyday	Ongoing