**TENNIS EUROPE JUNIOR TOUR**

**COVID-19**

**RETURN TO COMPETITION PROTOCOLS**

**TOURNAMENT RISK ASSESSMENT**

Each tournament organiser must complete a risk assessment, relevant to the context of the tournament, and describing the COVID-19 risk factors and mitigation measures that will be taken to protect the health of participants. The risk assessment must be completed in advance of the tournament and must be sent to Tennis Europe if requested.

It is expected that the risk assessment will take account of three key variables:

* + - 1. The underlying risk arising from the COVID-19 pandemic in the host country. For example, this may include infection rate (including any evidence of community transmission), healthcare capacity and other local contextual risk.
			2. The general risk associated with playing tennis. This includes the duration and proximity of participants and the risk associated with the handling and transfer of equipment, each of which should be minimised. Implementation of the minimum standards and practice and match protocols in these Tennis Europe Junior Tour COVID-19 return to competition protocols will manage this risk adequately.
			3. The specific risk of playing a tennis tournament with the number of participants (players, support personnel, officials, staff and any other credentialled individuals) likely to take part in the tournament and any known risk relating to participants with underlying health conditions or in high-risk groups. As a general rule, the greater the number of people in attendance, the greater the collective risk, and the greater the precautions that need to be taken to mitigate that risk.

Each risk assessment for a Tennis Europe tournament must include the following items (including supporting documentation, where necessary), and may go further where the tournament organiser deems it appropriate to do so:

|  |  |
| --- | --- |
| **RISK MITIGATION ELEMENT** | **MITIGATING ACTION TAKEN** |
| **General risk mitigation** |
| Point of contact for Covid-19. | Provide name and contact details of Covid-19 Officer. | Name: Click here to enter textContact details: Click here to enter text |
| Description of the status of the Covid-19 pandemic in the host country/location. | - Is Covid-19 testing readily available?- What is the infection rate trend?- Is there spare healthcare capacity?- Are any movement restrictions imposed?- What are physical distancing requirements? | Yes [ ]  No [ ] Up [ ]  Level [ ]  Down [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Click here to enter text**If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Link to the government’s main Covid-19 information platform. | Provide the official government Covid-19 website. | Click here to enter text |
| International travel restrictions to/from the host country/location. | Provide information as to:- Restrictions in place at your borders.- Where travel is available to/from. - Any air bridges and country name(s).- Quarantine measures in place (with details).- Is medical certification or proof of testing required?- Are commercial flights available?- Are changes to international restrictions planned? | Click here to enter textClick here to enter textClick here to enter textClick here to enter textYes [ ]  No [ ] Many [ ]  Some [ ]  None [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Official transport | Which of the following will be required when using transport:- Dedicated for participants?- Sanitised after each trip?- Physical distancing maintained?- Wearing of masks?- Booking system to avoid overcrowding?- Hygiene measures?- Sufficient and regular transport will be provided to cope with demand? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Precautions for vulnerable individuals. | Which measures will be implemented:- Discouraged from attending?- Asked to seek advice from a doctor?- Asked to wear masks on-site?- Given masks at the venue? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Authorised tournament staff. | Provide a list of tournament staff and their functions. | Attach as separate list. |
| Staff training in relation to Covid-19. | Will all staff receive Covid-19 training and briefing on Covid-19 mitigation measures at the event and their duties?Does training include:* Sanitisation?
* Use and disposal of PPE?
* Thermometer use?
* Conflict resolution?
 | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Business continuity plan. | Is there any team redundancy (e.g. by splitting teams), in the case of staff infection? | Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| General cleaning protocol. | Will all high-touch surfaces be disinfected at regular intervals during the day?Will the facility be deep-cleaned weekly? | Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| **Specific on-site procedures** |
| Entrances and exit points for officials, players and event staff. | Will there be separate entry points for players / coaching staff / officials and event staff?Will physical distancing be implemented at entrances?Will staff at screening and entry points wear PPE?Will hand sanitiser be available at entry points?Will containers be available at exit points for the safe disposal of infected material (tissues, bottles, masks etc.)?Will event staff encourage the dispersal of crowds at exit points? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Searches of those coming onto site. | Will security staff wear PPE?Will security staff minimise close contact by using physical distancing, metal detector wands or walk-through machines? | Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Screening of participants (players, support personnel/coaches/accompanying persons, officials, tournament staff and other credentialled persons). | Will self-screening of all participants before coming on-site be required? Will temperature screening and self-declaration of all participants be required as a condition of entry?Will anyone failing temperature testing or displaying Covid-19 like symptoms be refused entry? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Practice and match protocols. | Will Tennis Europe practice and match protocols (including the towel policy) be implemented? | Yes [ ]  No [ ] **If the answer to the above question is ‘no’, please provide details here:** Click here to enter text |
| Officials, on and off court. | Which of the following will be required for officials:- Only on-site when needed?- Maintain physical distancing?- Physically separated from players and non-playing staff?- Face coverings (for off-court use)?- Hygiene measures?Will face coverings be provided for officials? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Players, on and off court. | Which of the following will be required for players:- Maintain physical distancing?- Physically separated from other participants?- Face coverings (for off-court use) be provided to players?- Will hygiene measures for players be implemented?Will face coverings be provided for players and support personnel? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Tournament staff  | Which of the following will be required for tournament staff:- Only permitted on-site when working?- Maintain physical distancing?- Wearing of PPE?- Hygiene measures?Will face coverings be provided for tournament staff? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Media areas and staff | Which of the following will be required of media:- Minimise staff on-site?- Maintain physical distancing?- Face coverings?- Hygiene measures?- Physically separated from players, support personnel and officials? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Medical facilities | Which of the following will be required in medical facilities:- Maintain physical distancing and limit close contact?- Wearing PPE?- Hygiene measures? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
|  |  |  |
| General transmission | Which of the following general transmission measures will be implemented:- Deep cleaning once a week?- Regular cleaning of all high contact areas?- Adequate handwashing facilities?- Hand sanitiser around the venue and at high touch areas?- Containers for the safe disposal of infected material (tissues, bottles etc)?- Highly visible signage around the site to remind people to physically distance, maintain hand hygiene, and cough etiquette? -- Training of tournament staff in Covid-19 prevention measures and procedures? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Movement around the venue | Which movement measures will be implemented:- A one-way system, or two-way movement lanes? Visible markers and barriers to control movement and physical distancing? | Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Food, beverage and dining facilities | Which measures will be implemented:- Maintain physical distancing?- Vendors wearing PPE?- Hygiene measures? | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Disposal or disinfecting of contaminated items | Will containers be available around the venue and at courtside for the safe disposal of contaminated items?Will sanitising products (wipes, disinfectant sprays) be available at courtside to wipe down equipment? | Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Hygiene precautions provided and locations | Will hand-washing or sanitising be available at entrance/exit to:* The site?
* Seating areas?
* Offices?
* Toilets?
* Dining areas?
* Locker rooms?
* Will disinfecting tissues be available in locker rooms and common areas?
 | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Individuals who will use PPE and what PPE will be used | Which measures will be implemented:* Tournament security (visor, if conducting searches; otherwise, mask).
* Temperature screening staff (visor).
* Medical staff (self-determined, according to need).
* Tournament staff (face coverings while on-site).
* Participants (face coverings while on-site and indoors).
 | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |
| Signage (type, number and locations) | Will signs be provided at entry and exit points about:* Physical distancing advice?
* Hygiene requirements?

Will coloured tape to identify separation points at boundaries between participant-only areas be provided?Will there be, at all amenities:* Physical distancing signs?
* Hand hygiene reminders?

Will there be, in all indoor rooms:- Identification of maximum occupancy of all areas?- Requirement to wear face coverings?* Hand hygiene reminders?
* Physical distancing reminders?
 | Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] Yes [ ]  No [ ] **If the answer to any of the above questions is ‘no’, please provide details here:** Click here to enter text |

**EMERGENCY RESPONSE PLAN**

|  |  |
| --- | --- |
| **Component of plan** | **Notes** |
| Tournament cancellation criteria. | NAs and tournament organisers must maintain links with local and national authorities to monitor factors that would affect the feasibility of the event. These will include, but are not limited to:- Infection rates- Border restrictions- Quarantine measures- Flight availability - Movement restrictions - Lockdown measures- Healthcare capacity**For tournament organisers**: Enter emergency response protocol here |
| Short-notice (re-)imposition by government of movement restrictions, resulting in a need to either* Delay the start of the tournament, or
* End the tournament before its scheduled completion date.
 | NAs and tournament organisers must maintain links with local and national authorities and monitor the local and national situation and any changes to movement or Covid-19 measures that may affect the feasibility of the event or its participants’ ability for onward travel.Tournament organisers must have procedures in place to inform participants and Tennis Europe of any local or national changes, that may affect participants’ ability to leave the area or country.**For tournament organisers**: Enter emergency response protocol here |
| Evacuation protocol of an individual in the event of a Covid-19 case on-site or off-site, including removal of the affected person from the tournament site and/or from their accommodation, and the management of risk to other participants and communication to the local authorities. | Event organisers must have plans in place to deal with a confirmed or suspected case of Covid-19.- Confirmed or suspected case off-site.- Confirmed or suspected case on-site.- Communication plan for participants and the authorities. **For tournament organisers**: Enter emergency response protocol here |

**This document is for internal use. Should you have any questions, pleas do not hesitate to get in contact with Tennis Europe (****juniors@tenniseurope.org****)**