



**T.A.G.B.**  
**TAE KWON-DO**  
ASSOCIATION OF GREAT BRITAIN

# Return to Training Phase 1

## Guidance for the use of equipment in TAGB Tae Kwon-Do Clubs

**Revised Edition**

**Updated 12<sup>th</sup> April 2021**

National governing bodies are responsible for ensuring the phases are moved through gradually to ensure a duty of care for participants during their return to play.  
This should be reflected in the approved guidance document.

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# 1. INTRODUCTION

The British Tae Kwon-Do Council and British Tae Kwon-Do, alongside other Martial Arts and combat sports has worked with Sport England and DCMS colleagues to develop an approved return to play framework for grass roots clubs and their members.

This roadmap sets out the phased approach Tae Kwon-Do clubs should take, as Covid-19 social distancing and hygiene measures are gradually eased by the government and will aim to guide clubs from the complete lockdown and fully closed scenario we have endured, back towards the range of normal club and domestic event activity, whilst ensuring clubs have the additional and vital Covid-19 secure measures in place to operate safely.

The framework is broken down into 4 simple phases, which will permit clubs to open and operate with confidence as governments relax social distancing rules. These phases should be read and applied in tandem with any specific rules relating to government relaxation dates or steps.

***Should restrictions be reintroduced if incidences of the virus arise, this phased approach can be reversed as appropriate and at any time during the pandemic response period.***



**Phase 0, “A return to training”** contains the initial comprehensive guidance clubs need to understand the challenges and requirements to successfully reopen. This includes detailed risk assessment and implementation plan templates that make the process as easy and clear as possible.

**Clubs should always refer to the Phase 0 guidance for this core information when moving from phase to phase.**

## 2. TRANSITION

**Transition from one phase to the next will only take place when it is prudent to do so, when government announce and National Governing Bodies publish.**

This could occur at any time and depends on a range of factors including approval from DCMS or other official bodies, or when Home Nation governments relax measures further under different jurisdictions.

In England, the government has introduced a Step-by-Step approach to relaxation, as detailed in the table below.

Tae Kwon-Do's Return to Play framework of what is permitted, has been approved by DCMS and Sport England, so TAGB clubs and coaches can be assured they are operating correctly and safely.

As lockdown measures ease step by step, the permitted phases will also ease, and the TAGB will keep clubs up to date as things change.

## Current approved schedule in England

(For Scotland, Wales & Northern Ireland – other specific guidance will be issued to keep TAGB clubs up to date)

<b>Step &amp; Phase system in England (as published 26<sup>th</sup> March 2021)</b>			
	<b>Step 1</b> 29 <sup>th</sup> March	<b>Step 2</b> 12 <sup>th</sup> April	<b>Step 3</b> (No earlier than 17 <sup>th</sup> May) Government to announce exact date
<b>Phase 0</b>	<b>Under 18's</b> Yes <b>Outdoor Only</b> - all training	<b>Under 18's</b> Yes <b>Indoors</b> - all training	Details to be announced
	<b>Adults</b> Yes <b>Outdoor Only</b> - socially distanced group exercise sessions (No contact)	<b>Adults</b> Yes <b>Outdoors</b> – as step 1 <b>Indoors</b> - <u>individual</u> socially distanced training only (no adult group classes)	
	No adult spectators	No adult spectators	
<b>Phase 1</b>  <b>Hand-held equipment permitted</b>	<b>Under 18's</b> Yes <b>Outdoor</b> - all training	<b>Under 18's</b> Yes <b>Indoor</b> - all training	Details to be announced
	<b>Adults</b> Yes <b>Outdoor</b> - 1:1 training only (1 coach/ 1 adult member)	<b>Adults</b> Yes <b>Indoor-</b> 1:1 training only (1 coach/ 1 adult member) No adult group classes	
	No adult spectators	No adult spectators	

To assist TAGB Tae Kwon-Do clubs with phase transition, simple additional sections have been created, to be added to clubs' existing risk assessment and implementation plan templates.

This should enable clubs to simply update their existing Covid-19 risk assessments and implementation plans, relating to Phase 1.

# THIS DOCUMENT CONTAINS PHASE 1 GUIDANCE

## PHASE 1 – Contact - Equipment Training

### TRAINING WITH HAND-HELD & WEARABLE EQUIPMENT GUIDANCE

Within these Phase 1 guidelines, clubs are now allowed, under strict circumstances to use hand-held and wearable equipment as long as they follow strict social distancing, PPE and hygiene measures as set out in the additional risk assessment templates included in this Phase 1 document.

This will permit clubs to operate within the following basic principles:

#### Training indoors is permitted with:

- **2m social distancing** guidance in place for all adults from different households always when general training
- **No contact** permitted between adults from different households for sparring or similar activity
- **Limited time & use of hand-held targets only, with adult coach holders using Face masks & gloves**
- **Population control measures in place** (Like restricting children's group sizes to 15 and individual socially distanced training for adults)
- **Limited use of wearable equipment**
- Stringent **hygiene measures** for all participants and people attending sessions
- Stringent **cleaning measures** for all free standing / hanging and shared equipment

**ADDITIONAL RISK ASSESSMENT & IMPLEMENTATION PLAN TEMPLATE INSERTS FOR PHASE 1 ACTIVITY CAN BE FOUND WITHIN THIS DOCUMENT AND SHOULD BE ADDED (COPY & PASTE) INTO A CLUB'S EXISTING PHASE 0 DOCUMENT**

## Detailed Explanatory notes for Phase 1 implementation

<b>Training permitted with</b>	
<b>2m social distancing</b> guidance in place for all adults from different households	No social distancing required for children All adults must remain 2m apart at all times when training alone. Any form of inside “class” for groups of adults from different households is not permitted under Step 1 or 2 of the government’s rules. Individual training or 1:1 with a coach for the purposes of pad work only.
<b>No contact</b> permitted between adults from different households	Sparring, other touching or group exercise activity is NOT permitted yet between adults from other households
<b>Use of hanging and freestanding targets</b>	Things like hanging kick bags and free-standing targets like “bobs” are permitted if: <ul style="list-style-type: none"> <li>- Children are permitted in all settings</li> <li>- Targets are placed within a 3m x 3m work area</li> <li>- 1 adult or household group is working with one piece of equipment at one time</li> <li>- All other adults adjacent are at least 2m away from the people working with that piece of equipment (i.e.: the adults from different households must always be 2m apart - not just the equipment!)</li> <li>- Equipment &amp; floor must be cleaned thoroughly with disinfectant between users from different households</li> </ul>
<b>Limited time &amp; use of hand-held targets ONLY when holding coaches are using masks &amp; gloves</b>  <b>(pads, mitts, foam rectangles &amp; break boards)</b>	Hand-held kick target practise is now permitted under Phase 1: <ul style="list-style-type: none"> <li>- <b>Children’s activity permitted in groups and all settings</b></li> <li>- Children permitted to hold pads in groups of children</li> <li>- <b>1:1 adult training (1 coach / 1 adult participant) permitted only</b></li> <li>- <b>Coaches holding pads permitted only</b> (not adult participants) Adult holders to wear face mask and gloves (if skin allergies prevent glove use, thorough washing is mandated between participants)</li> <li>- Holder to keep target at full arms-length and away from own face at all times</li> </ul>
<b>Population Management</b>	<ul style="list-style-type: none"> <li>- Children’s groups should be restricted to 15</li> <li>- Individual adult training permitted (Solitary and socially distanced only – no adult group classes permitted under Step 1 &amp; 2)</li> <li>- 1:1 (1 adult &amp; 1 coach pad work permitted) Coach to wear mask &amp; gloves at all times</li> </ul>
<b>Limited use of wearable equipment</b>	<ul style="list-style-type: none"> <li>- No restrictions on children’s activity</li> <li>- Adults can wear their own equipment for individual training (on their own) and 1:1 pad work with a coach</li> <li>- Individual adults can wear their own protective equipment for familiarity and safety against falls etc., but no contact is permitted under Phase 1 guidance between adults from different households</li> </ul>

### 3. WHAT SHOULD CLUBS DO TO IMPLEMENT **PHASE 1**

#### A) REVIEW AND UPDATE YOUR RISK ASSESSMENT

Before introducing any new training methods and equipment, clubs should first **review their existing Covid-19 Activity Risk Assessment**, prepared when the club was able to reopen under Phase 0 guidance.

(If this is the first time you are doing this then you should start the process and complete the Phase 0 risk assessment and implementation plan before adding in Phase 1!)

This review should consider if any of the most recent government relaxation measures:

- Alter or remove the existing risks or any of the mitigations needed
- Create new risks (e.g.: for vulnerable people in or associated with your club)

Clubs should also ask their **venue for their latest Covid-19 plan and check to see if any changes** have occurred that could impact on your club activity.

Once you have updated your Activity Risk Assessment with general changes, it is then a simple task of adding in additional template rows relating to the use of equipment and Phase 1.

***(These new rows of risks and suggested mitigation measures are available in section 5).***

#### B) REVIEW AND UPDATE YOUR IMPLEMENTATION PLAN

Once the update of the Risk Assessment is completed and clubs are fully aware of the venues own Covid-19 plan, policies and procedures – you can then proceed to update the clubs Implementation plan using the risk findings and mitigations from the other documents.

Once that update is done – again, add the additional rows and measures within the plan relating to the use of equipment.

***(These additional rows and suggested measures are shown in section 7).***

#### C) INFORM YOUR MEMBERS AND SUPPORTERS

As explained in detail in the Phase 0 return to training guidance, you are obliged to inform your members, and anyone who may be coming to your session location of what to expect. This includes what to bring, what to do on arrival, how to move around the venue, what is expected of them whilst in the training hall and what they should do when leaving the building.

Any time you revise your Activity Risk Assessment and Implementation plan, clubs must inform every one of the changes. The simplest way to do this is issue the updated version of the implementation plan and send it by email to anyone who might come to your session location. If you have a club website, place it on that platform too.

It is very important that before you move to implement any phase 1 training practices or use any equipment that requires PPE – you must issue an updated implementation plan and send it to your members and supporters.

This way, everyone is aware, before they arrive, of what to do to keep everyone as safe as possible.

**It is then the responsibility of each participant to follow these guidelines.**

*If participants choose to disregard the procedures, you should ask them to leave the venue.*

#### **4. GUIDELINES FOR CONDUCTING A COVID-19 RISK ASSESSEMENT**

The full guidance for conducting a Covid-19 Risk Assessment is contained within the Phase 0 Return to Training documents. Clubs beginning a reopening process should refer to this document first and complete the base line Covid-19 Risk Assessment within that pack.

**This phase 1 document covers the additional risks and recommended mitigation measures relating to the use of hand-held and wearable equipment.**

#### **5. TEMPLATE FOR A COVID-19 RISK ASSESSEMENT**

You have been provided the template to assist your club in the preparation of the initial Covid-19 risk assessment within the phase 0 guidance.

That template helped clubs get started and included the most common and well-known risks and included the minimum base line control measures to protect everyone coming to a session location.

**This phase 1 template only contains the new most common risks identified when using hand-held or wearable equipment.**

**These rows should be copied and pasted into your existing updated and completed Covid-19 Risk Assessment**

The green guidance text within the templates will hopefully help you think about all these areas – please delete this green text when you are satisfied that you have addressed the points raised.

## Covid-19 Activity Risk Assessment – Additional Phase 1 Risks

This document only identifies the additional risks posed by Covid-19 to our club activities relating to Phase 1 and the Use of Equipment during Training and identifies the extra Control Measures this TAGB Club is putting in place to protect its Coaches, Members and Supporters from the Covid-19 hazard whilst attending our Tae Kwon-Do Activity.

Please copy and paste the rows below into your existing Risk Assessment template

Identified Risks when using equipment (Add more rows as needed)	Control Measures (Add more rows and detail as needed)	Check
Increased risk of transmission when using equipment for adult members or with underlying health conditions	<p><b>Members with a higher risk and/or underlying health conditions should not participate in activity using any equipment if it entails working closer than 2 metres with others from different households</b></p> <p>Members with a higher risk and/or underlying health conditions should always maintain 2 metre social distancing from all other people from different households.</p> <p>Detail additional risks and what you will do to provide additional social distancing and hygiene protection for specific cases if needed (Remember to protect people’s data or hide personal information when recording individual persons risks.)</p>	
Members’ own personal equipment can increase risk of fomite (surface) transmission	Members ensure anything brought to the club is cleaned thoroughly before coming to training and kept 2m away from everyone from different households whilst in the venue.	
<p>Reduced social distancing when using free standing targets (such as bobs that do not require holding) or fixed hanging kick bags.</p> <p>List the equipment you have like this in the club and potential transmission risks</p>	<p>Equipment spaced 3 metres apart and within a 3m x 3m work area</p> <p>Individual adult users or household groups always advised to maintain 2m distance from all other households whilst using equipment</p> <p>Detail the free-standing &amp; free hanging equipment you have and how you will keep the equipment and people separated</p>	

<p>Increased risk of fomite (surface) transmission when using free standing targets such as bobs (that do not require holding) or fixed hanging kick bags.</p> <p>List the equipment you have in the club and potential transmission risks</p> <p>Detail all other possible transmission risks through sharing of equipment</p>	<p>Equipment should be thoroughly disinfected &amp; cleaned before and after sessions to minimise the risk of transmission and must not be shared between different adults or household groups during session</p> <p>Detergent or disinfectant solutions containing 1000ppm Chlorine should be used</p> <p>Detail any equipment you would not use as it is too high a risk</p> <p>Detail which equipment you will clean &amp; how you will clean it</p> <p>Detail what you will clean, who will do it and how often you will clean</p> <p>Detail anything else you will do to minimise the risk of virus transmission</p>	
<p>Reduced social distancing when using hand-held targets such as paddles, mitts, and rectangular foam pads (kick shields)</p> <p>List the equipment you have in the club and potential transmission risks</p>	<p><b>Adult Coach equipment holders</b> to wear face masks, and gloves always when working with equipment.</p> <p>Holders to keep target at full arms-length away from own face always</p> <p>Group sizes restricted to 15 for children and individual 1:1 training for adults from different households</p>	
<p>Increased risk of aerosol transmission between participants when shouting (kihap) during use of hand-held targets such as paddles, mitts, and rectangular foam pads</p>	<p>Shouting prohibited in sessions</p>	
<p>Increased risk of fomite (surface) transmission when using hand-held targets such as paddles, mitts, and rectangular pads</p> <p>List the hand-held equipment you have in the club and potential transmission risks</p> <p>Detail all other possible transmission risks through sharing of hand-held equipment</p>	<p>Equipment should be thoroughly disinfected &amp; cleaned before and after use with each working group of children or individual adults to minimise the risk of transmission</p> <p>Detergent or disinfectant solutions containing 1000ppm Chlorine should be used</p> <p>Detail any equipment you would not use as it is too high a risk</p> <p>Detail which equipment you will clean &amp; how you will clean it</p> <p>Detail what you will clean, who will do it and how often you will clean</p> <p>Detail anything else you will do to minimise the risk of virus transmission</p>	
<p>Reduced social distancing when using break boards</p> <p>List the equipment you have in the club and potential transmission risks</p>	<p>Single coach holder permitted only</p> <p>Adult Coach Holder to wear face mask and gloves at all times</p> <p>Group sizes restricted to 15 children or individual socially distanced adults</p>	

<p>Increased risk of fomite (surface) transmission when using break boards</p> <p>List the range of boards you have in the club and potential transmission risks</p> <p>Detail all other possible transmission risks through sharing of boards</p>	<p>Boards should be thoroughly disinfected &amp; cleaned before and after use with each working group of children or individual adult to minimise the risk of transmission</p> <p>Detergent or disinfectant solutions containing 1000ppm Chlorine should be used</p> <p>Detail any equipment you would not use as it is too high a risk</p> <p>Detail which equipment you will clean &amp; how you will clean</p> <p>Detail what you will clean, who will do it and how often you will clean</p> <p>Detail anything else you will do to minimise the risk of virus transmission</p>	
<p>Increased risk associated with wearing of Tae Kwon-Do protective equipment (Pad's, chest protectors, head gear)</p> <p>Detail all other possible transmission risks through sharing of boards</p>	<p>Minimise shared equipment between children and regular cleaning</p> <p>No sharing of wearable protective equipment between adults</p> <p>Contact sparring not currently permitted under Phase 1</p>	
	<p>Add rows as needed for new control measures</p>	

## 6. GUIDELINES TO PREPARE A COVID-19 IMPLEMENTATION PLAN

The full guidance for completing a Covid-19 Implementation Plan is contained with the **Phase 0 Return to Training Guidance**. Clubs beginning a reopening process should refer to this document first and complete the base line Covid-19 Implementation plan within that pack.

**This phase 1 document covers the additional control measures and effects on participants relating to the use of hand-held and wearable equipment.**

## 7. TEMPLATE FOR A COVID-19 IMPLEMENTATION PLAN

You have been provided the template to assist clubs in the preparation of the initial Covid-19 Implementation Plan. **This is contained within the Phase 0 Return to Training guidance.**

**This phase 1 template only contains the new additional and most common control measures identified when using hand-held or wearable equipment.**

**These additional rows should be copied and pasted into your existing updated and completed Covid-19 Implementation Plan under the relevant section.**

The green guidance text within the templates will hopefully help you think about all these areas – please delete this green text when you are satisfied that you have addressed the points raised.

## **Covid-19 Activity Implementation Plan – Additional Phase 1 Measures**

**This document contains the new Control Measures relating to Phase 1 Contact and the use of equipment during training that this TAGB Club is putting in place to protect its Coaches, Members and Supporters from the Covid-19 hazard whilst attending our Tae Kwon-Do Activity.**

**Please add / copy and paste the rows below into the sections within your existing Implementation plan template**

## BEFORE PEOPLE COME TO THE CLUB

Club information about new Controls Measures and changes to the Club operation		
Additional Control Measures	Additional effects on Club participants	Check
Any extra measures relating to the use of equipment during training for members with higher risk and/or with underlying health conditions?	<p><b>Members with a higher risk and/or underlying health conditions should not participate in activity using any equipment if it entails working closer than 2 metres with others from different households</b></p> <p>Members with a higher risk and/or underlying health conditions should always maintain 2 metre social distancing from all other people from different households.</p> <p style="color: green;">Detail additional risks and what you will do to provide additional social distancing and hygiene protection for specific cases if needed (Remember to protect people’s data or hide personal information when recording individual persons risks.)</p>	
Do we need to bring or wear Masks and/or gloves during training?	<p>Participants do not need to wear masks or gloves whilst training</p> <p>Face masks and gloves should be worn by any Adult Coach holding a hand-held kick target for small groups of children or individual adults from different households</p> <p>The club should provide these items if the coach does not have them</p> <p style="color: green;">Remove this green text and detail here what rules the venue has relating to masks and measures the club is putting in place and tell your participants</p>	
Do I need to bring my own wearable Pads/Protectors?	<p>Yes - wearable equipment can be worn but must not be shared between different adults or household groups unless thoroughly cleaned before and after to minimise the risk of transmission</p> <p>However – All forms of contact sparring are not currently permitted under Phase 1</p>	
Is there anything else I need to know or prepare before I come to the session?	<p style="color: green;">Remove this text and detail here any further changes that the club has introduced relating to the use of hand-held or wearable equipment that affect the participants of your club- so they know beforehand what to expect and what to bring with them</p>	
	<p style="color: green;">Add additional rows as needed</p>	

## TAE KWON-DO GYM MEASURES

Control Measures we will use in the Tae Kwon-Do Club during the Session		
Additional Control Measures	Additional Effects on Club participants	Check
Do coaches and club leaders need to wear masks & gloves?	Any adult coach holding hand-held targets should wear face mask & gloves When handling any shared equipment, or using cleaning items, gloves should be worn and then disposed in a secure manner. <b>No adult participants should hold targets</b>	
Will all the club equipment be clean?  How often will equipment be cleaned?  Will you provide Disinfectant Wipes to spot clean equipment etc.?	Equipment will be thoroughly disinfected & cleaned before and after sessions to minimise the risk of transmission and should not be shared between adults from different households Detergent or disinfectant solutions containing 1000ppm Chlorine should be used Wipes will be available for members to use <span style="color: green;">Remove this text and detail what you will do to minimise the risk of virus transmission and to keep the equipment clean. Also, detail what you expect your participants to do to help with this measure</span>	
Are there any other measures relating to the Tae Kwon-Do gym that I need to know about?	<span style="color: green;">Remove this text and add details</span>	
	<span style="color: green;">Add additional rows as needed</span>	

## TAE KWON-DO TRAINING

### Information on how we will practise Tae Kwon-Do during the Class

Additional Control Measures	Additional Effects on Club participants	Check
Do I have to join in with target kicking exercises that bring me closer to other people and could increase risk	No – the coach will inform everyone that target kicking is about to commence and participants can choose to join in Children’s group pad work or individual adult pad work	
<p>What are the social distancing guidelines when using free standing targets (such as bobs that do not require holding) or fixed hanging kick bags?</p> <p>List the equipment you have like this in the club</p>	<p>Equipment should be spaced 3 metres apart and within a 3m x 3m work area</p> <p>Individual adult users or household groups should always maintain 2m distance from all other households whilst using equipment</p> <p>Detail any other effects and how you will keep the equipment and people separated</p>	
<p>What are the guidelines to minimise contact between groups of people (population Management)</p>	<p><b>Adult Coach Holders</b> only (no adult participants holding is permitted)</p> <p>Holders should wear face mask and gloves at all times</p> <p>Holder to keep target at full arms-length and away from own face</p> <p>Group sizes restricted to 15 for children and individual 1:1 for socially distanced adults</p>	
<p>What are the social distancing, hygiene and cleaning guidelines when using hand-held targets such as paddles, mitts, and foam rectangles?</p> <p>List the equipment you have like this in the club</p>	<p><b>Adult Coaches</b> holding targets cannot move between training groups (of 15 children or individual adults) during a single session.</p> <p>All equipment to be cleaned between group changes and between sessions</p>	
<p>What are the guidelines when using hand-held break boards?</p> <p>List the equipment you have like this in the club</p>	<p><b>Adult Coach holders</b> only (no adult participants holding is permitted)</p> <p>Holders should wear face mask and gloves at all times</p> <p>Holder to keep target at full arms-length and away from own face</p>	

What are the guidelines to minimise contact between groups of people (population Management)	Group sizes restricted to 15 for children and individual 1:1 for socially distanced adults  Coaches holding targets cannot move between training groups (of 15 children or individual adults) during a single session. All equipment to be cleaned between group changes and between sessions	
Can I shout when training (kihap)	No – kihap or shouting when training is not permitted to reduce the risk of aerosol transmission of the virus	
Can I wear the club's Tae Kwon-Do protective equipment (Pads, chest protectors, head gear)? List the range of equipment the club has	Members can wear the club's wearable protective equipment for training purposes only (no contact sparring permitted under Phase 1) and only after confirming it has been cleaned thoroughly between users from different households.	
Can I wear my own Tae Kwon-Do protective equipment (Pads, chest protectors, head gear)?	Yes – this is preferable to using the club's equipment to reduce risk. Own personal equipment should always be kept separate from other members' equipment.	
	Add additional rows as needed	

## 8. SUMMARY

Until the government relaxes the lockdown rules further and to a point where normal training can resume, we all have a responsibility to follow the advice coming from health authorities designed to prevent transmission of the virus.

Especially for those from vulnerable groups or with underlying health conditions.

It is human nature to try and second guess or interpret advice, to suit individual needs but we would stress that this is government guidance and not something we can pick and choose to follow. Club leaders should:

- 1) Always place the safety of all members and club supporters first**
- 2) Adhere to the measures contained within your venue's Covid-19 plan**
- 3) Conduct your Covid-19 Tae Kwon-Do activity Risk Assessment**  
(Remember, this is in addition to your normal club Risk Assessment you should already have)
- 4) Put together your club's Covid-19 Implementation plan**
- 5) Give everyone connected to your club a copy of your latest version of your implementation plan**  
**Ensure everyone knows what to do from the moment they leave home, arrive at the venue, and leave for home again.**
- 6) Review and improve the plan regularly, especially when a control measure is not working as it should or new advice comes out that changes things.**

Finally, but very importantly, please also consider the psychological impact that the extended lockdown might have had on members and the changes clubs have had to make, particularly children, who may be anxious about the return to training or environment in general.

- **Keep checking the latest government rules**
- **Remember there may be differences in your Home Nation so check your government and sporting body websites.**
- **Check the TAGB website for updates as the guidance will change as government measures change**

**Be Cautious – Take a Step Back**