

**The arrangements in place to limit contact between Clients & Volunteers**

- Social distancing adhered to at all times ( Government guidelines)
- Clients/care-givers to fill in Registration Forms electronically before a session
- If this is not possible, information to be dictated to volunteer at session
- Verbal dissemination of Ground Rules & T/C's
- No signatures required but verbal acceptance of Ground Rules & T/C's go be recorded by volunteer, date and time
- Clients to provide own refreshments
- Poster will be displayed to remind Clients/Volunteers about social distancing
- No group/open sessions will take place unless clients are from the same setting
- Clients will be booked for an individual session
- Caregivers will be guided(socially distanced) by a volunteer to safely seat and fit safety harnesses and equipment

**The arrangements in place to limit contact between Volunteers**

- Social distancing to be adhered to at all times (Government guidelines)
- Volunteers to provide own refreshments
- Volunteers to bring own pens

**The arrangements in place to allow hand sanitization**

- Clients/Volunteers will be reminded of Toilets/Changing Places facility at Brooklands Park, Worthing
- Anti-bacterial hand gel will be provided (60% +)
- Poster will be displayed as a reminder to wash/sanitize hands regularly

**The arrangements in place for regularly cleaning equipment and bikes**

- All equipment used at a session (bikes, helmets, safety harnesses) will be regularly cleaned with disinfectant
- After each use thorough cleaning with a disinfectant will take place

**The arrangements in place for a Volunteer/Client who is showing symptoms**

- Volunteers/Clients who are displaying symptoms of COVID 19 will not be allowed to attend a CYCALL session
- If anyone who has attended a CYCALL session (volunteer/client) becomes ill with COVID 19 CYCALL will cooperate with the Track & Trace scheme as necessary

This policy will be reviewed and updated in line with the advice given by the Government