

The "New Normal" at Bemsee for OFFICIALS

FULL DOCUMENT

Last Updated: 26th June, 2020



The following guidelines have been produced in accordance with the current Government and ACU Guidelines and, as such, will be under constant review. Please check back regularly to ensure you have the most up-to-date information.

It is anticipated that the "New Normal" will need to be adopted for the foreseeable future, but as Government and ACU Guidelines relax (or vice versa), we would ask that you please bear with us whilst we work to get this as right as possible for all involved.

We would politely request that all Officials read and familiarise yourself with these guidelines so that you can make an informed decision prior to selecting availability for one of our meetings (whether it be for a test day or race days). It is important that you know what to expect and this will also help to ensure that everyone can work more effectively as a team at the meeting.

Impact on the NHS Generally

Prior to laying out the guidelines for Officiating, it is worth mentioning a moral consideration of just how much our 'fun' will impact on the NHS at this current time. I would like to assure you that the Club is very much aware of this moral obligation and will be contacting relevant medical services prior to each meeting to ensure the potential impact of a Bemsee meeting is acceptable to said services at that time.

PRIOR TO THE RACE MEETING:

Availability and Tickets

The Club will still be determining your availability via our online system or directly via the Race Secretary. You can register as an Official/ Marshal at: <https://www.bemsee.net/registermarshalofficial> and availability can be set at: <https://www.bemsee.net/availability>

All Officials will receive eTickets. Paper tickets will no longer be sent by post.

As before, a Race Meeting File will be published online where you will be able to view and print Final Instructions.

Official Numbers and Experience

With the need to adopt social distancing as much as possible, it may be necessary to reduce the number of Officials in certain areas. However, we will still need to make sure that each of our work areas have enough experienced Officials to ensure a safely run meeting.

Officials Considered to be at Risk from Covid-19

It would be irresponsible for us to invite any Official considered to be in the Covid-19 high risk category and we would respectfully ask that you seriously consider, prior to putting down availability if this is the case. We care about your health and would much prefer to welcome you to Officiating again in a safer

situation. We hope you understand.

Experiencing Covid-19 Symptoms?

It would be remiss not to state the obvious here... PLEASE, if you are displaying any of the Covid-19 symptoms (i.e. a high temperature, a new, continuous cough or a loss or change to your sense of smell or taste), we would respectfully ask that you do NOT attend and notify the Race Secretary (Tracey Ringrow – 07931 778192) of your non- attendance as soon as possible.

If you find yourself experiencing any of the symptoms whilst attending the meeting, please isolate yourself from others and get yourself home as soon as possible. It would be appreciated if you could please also notify the Race Secretary.

AT THE RACE MEETING:

Circuit Entry, Parking & Camping

Remember you will need to show your eTicket to gain access to the circuit. Most circuits allow for you to show your ticket via your phone. It will no longer be possible to provide paper tickets (please see section *Availability and Tickets*).

Circuits and Clubs will be working hard to ensure that parking up in paddocks and surrounding areas can be managed to ensure there is appropriate social distancing. There will be an onus on Officials /Marshals to ensure space is managed sensibly on this.

Overnight camping is now permissible.

Officials Sign-on

Officials signing on should be located in the Race Admin Office as usual, but should that alter you will be advised prior to the meeting.

All Officials will still be required to read and agree to a declaration, which will be on display, the Race Secretary, or the Chief Tech Inspector, will then be able to mark a register that you are 'signed on' prior to you attending your section.

Food and Trophy Presentations

At this current time, unless the guidelines with regards to catering and social distancing dramatically changes, it may not be possible to provide a cooked breakfast in the usual manner to which you are accustomed. The same may apply to lunches. However, it is hoped that circuits may be able to provide takeaway breakfasts and if this is the case, the Club will, of course, ensure this is provided. The same applies with regards to packed lunches.

Given the current guidelines on large social gatherings and the potential logistics, it is with regret that plans to provide the usual Marshal BBQ and Trophy Presentations on a Saturday night are on hold. This will, of course, be reviewed on a regular basis.

Please check final instructions for each meeting for more information, as you may need to consider your food requirements for the days you are at the circuit or think about how you will take meals when there is the absence of on-site provision, although we hope this will not be the case.

Remuneration for breakfast and lunches will be applied, where applicable.

Radio Use and Earpieces

Those of you who officiated at Brands Hatch before the lockdown, may remember that we adopted a radio single use policy. This same policy will be adopted going forward. To reduce the risk of cross contamination, a note will be taken of which radio number is taken by each radio user, and each user will use the same radio for the duration of the event.

When the radios come in for recharging at the end of each day, they will be cleaned, together with the container the radios are transported in. Please note that the location these will need to be returned to will be notified via the radio at the end of the day.

Earpieces will be kept by a user for the duration of the meeting and returned and placed directly into the earpiece container at the end of the meeting.

Social Distancing and Protective Equipment for Each Sector

In Line with the ACU's current Risk Assessment, the following is guidance for each of our work areas to ensure that you are protected as much as possible.

All Officials will need to wear PPE at all times and practice social distancing both from other colleagues and riders. We will have face masks and gloves as well as hand sanitizer in all areas.

Cross contamination is a consideration whilst in your work area, and our advice is to ensure that you clean your hands regularly, to reduce risk. You may also want to consider bringing your own face covering with you, if you feel more comfortable with that.

Race Office:- Race Office staff will be working behind a Perspex screen and also wearing appropriate PPE (face masks and gloves). Hand sanitizer will be available. Riders do not need to sign on, but will be required to show their race licences and Tech Inspection card. The Tech Inspection card will be placed in a box by the rider. Due to social distancing measures, the riders will need to queue observing a 2 metre distance from each other. No results service will be run (these will be available online from TSL website) and all trophies will need to be collected from the Race Office on both race days.

Race Control:- All staff in Race Control will need to wear PPE (face masks and gloves) and observe social distancing. Due to the size of most Race Control areas, this may be an area where number of staff will need to be reduced or an adjacent office used where necessary. Any Documentation with regard to an incident should be electronic and shared with necessary staff. This includes the Stewards Report. Any forms regarding protests or judicial measures can be accessed electronically. Only one member of staff should use the Clerk of the Course Vehicle.

Collecting Area:- All staff will need to wear appropriate PPE (face masks and gloves) and observe social distancing from other staff and also riders entering and leaving the collecting area. Practice permits should be placed in a box by the rider as they enter the area, do not attempt to touch these or tidy them. When Practice/Qualifying is finished, put a lid on the box and return it to Race Office.

Recovery Van :- All staff to wear appropriate PPE (face masks and gloves). On collecting a broken down or crashed bike, be aware of social distancing from the marshals. Riders will be taken back to their garage or Paddock area by a separate vehicle or to the Med Centre by ambulance/med car. The marshals will be making their own way to corner, so you do not need to drop them off or collect them.

Tech Inspection:- All staff to wear appropriate PPE (face masks and gloves) and practice social distancing both from other staff members and Riders. The Chief Tech Officer is writing up a separate document on all aspects of Tech Inspection as this is an area most at risk from cross contamination. He will contact you with those details.

Start Line :- All staff to wear appropriate PPE (face masks and gloves) and practice social distancing both from other staff members and Riders. The Chief of Startline will advise on any further details. In the event of an incident on the Startline, see below for advice that is being given to all Sector Marshals.

Dealing with Incidents

Wherever possible, the Marshal attending a faller or breakdown will maintain social distancing.

In the case of a faller that does not require medical attention, the allocated Marshal, will direct said rider to a safe place away from the Marshals, where an appropriately masked Marshal, can still keep an eye on them, in case they deteriorate, whilst the session continues. Riders should be advised to keep their visors closed and gloves on.

Dealing with Fallers Requiring Medical Attention

In the case of a faller that requires medical attention, ONLY the allocated Marshals should attend. They will need to ensure that they are wearing appropriate PPE. Wherever possible it is advisable to maintain social distancing but we understand that this may not always be appropriate.

The Marshal will need to signal the IO for a session stop where necessary and attend the faller, with due care and attention to their wellbeing. ACU guidelines do NOT permit the lifting of the rider's helmet visor, so this should be borne in mind. Although we recognise how difficult it will be for many Marshals to maintain an appropriate distance, please bear in mind that, where a session stop and medical attention has been requested, the medics will be on scene to deal with the casualty as quickly as possible.

Once the Marshal has handed over to the medical staff and they are no longer required, it is important (at the request of our Medical personnel and CMO) that they step well away from the incident to give the Medics the space they need to attend the injured rider. If the Medics require further help, they will call for appropriate assistance. All medical staff will be wearing appropriate PPE to deal with the casualty and whilst the masks provided offer some protection, they are not appropriate for dealing with a casualty.

After attending an incident, Marshals should use the hand gel provided and circuits will be expected to ensure all toilet facilities are open and fully stocked.

Circuit Contamination

Nothing has changed here, except the need to ensure social distancing and cleaning of hands after handling equipment.

Payments

We will continue to pay remuneration to Officials in cash, with a payment of £20 for Officiating on a Friday (anticipated work day) and £30 per caravan/tent for those camping over at circuits and Officiating on both the Saturday and Sunday (in line with HMRC, to cover towards travelling costs for those travelling further distances). **You will need to ensure that you make the Race Secretary/Chief Tech aware when signing on/registering so that provision can be made for camping allowance.**

I would like to stress that EVERY Official is considered as an invaluable volunteer. We care a great deal for your personal safety and feel it is important to be as transparent as possible with regards to what you may expect at a race meeting, so that you can make an informed decision under the current circumstances.

Please advise me as soon as possible if you are unable to attend a meeting you have put down for. This has become more important than ever, when considering that we may be limiting numbers due to social distancing requirements.

Stay safe and please stay in touch... you can always give me a call or send an email if you have any questions or just want a chat.