



# **Guidance for British Dressage Organisers and Venues in England and Wales**

## **COVID-19: returning to restricted competition activity safely**

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## Introduction

British Dressage has developed a set of practical guidelines to follow so competition and training can once again resume safely, in accordance with the respective government regulations. These guidelines outline adaptations so that competition and training activity can be enjoyed in a way that is in line with government advice and helps to prevent the spread of COVID-19.

They include measures to limit unnecessary contact and interactions with others, as well as minimising the risks associated with COVID-19. Members should adhere to the government's social distancing guidelines, staying two metres apart on the ground, three horse lengths while mounted, and follow public advice for hygiene. If closer contact is unavoidable, individuals should still keep a minimum of one metre away at all times and wear appropriate PPE, while avoiding face to face contact where possible.

## BD Community COVID-19 Charter

The following general principles apply to all of our stakeholder groups:

- The health and safety of all of British Dressage members, and those connected with our sport in any way, must remain paramount at all times.
- Government guidelines should be adhered to by all participants, whether you are a competitor, organiser, judge, steward, groom, trainer, owner or other support personnel.
- All training and competition activity will be COVID-19 risk assessed in advance to manage risks and provide a safe, controlled and regulated environment for all involved.
- Regular handwashing, cleaning and hygiene procedures are essential for all activities.
- Social distancing of two metres should be maintained where possible; if this is not possible, individuals are advised to remain at least one metre apart, plus other mitigating measures.
- Flexibility, understanding and support are key to the successful resumption of training and competition activity, therefore compliance with these requirements is essential.
- Good communication is required between all participants to maintain awareness, vigilance and help to control the virus.

## Guidelines for a safe return to competition activity

These guidelines currently apply to organisers/venue owners and members residing in England and Wales. For Scotland shows, please see the [specific guidance for the country](#) in the toolkits. This guidance has been produced in line with government guidance on public areas, outdoor activities and exercise published from 1 June 2020 onwards, including subsequent updates, which are available on the [gov.uk website](#).

These procedures are correct at the time of printing; however, they need to be reviewed regularly in accordance with the latest advice provided by government. Operating procedures are based on Public Health England (PHE) guidance, please note that other guidance may apply in [Scotland](#), [Wales](#) and [Northern Ireland](#). You should also refer to the relevant websites for the devolved governments for specific guidance relating to any other country other than England.

### Key dates for the resumption of activity (correct at time of publication):

- **England** – From **Monday 29 March**, outdoor competitions can resume, with no travel restrictions in place. Under 18s, Para and elite riders can participate in competition and training activity indoors. From **Monday 12 April**, indoor individual activity can also resume, including competitions and one to one training, providing there is no mixing of households (excluding those working in a professional capacity at the venue). Overnight stays will be permitted in self-contained accommodation. On-site retail facilities can also re-open from this date and outdoor table service is permitted for on-site catering, providing it complies with the rule of six and mixing of households.
- **Scotland** – From **Monday 29 March**, members can participate in competition and training activity at venues within their local authority area, up to a maximum of 15 people. Under 18s may travel outside the Local Authority boundary, with up to 15 people allowed for 12-17 year olds and up to 30 for under 12s. Indoor arenas are classified as outdoor sport facilities by the Scottish government for the purposes of this guidance. Travel into England to compete or train is not allowed currently. Travel within mainland Scotland will be allowed from **Monday 26 April** onwards.
- **Wales** – Venues may re-open for arena hire and individual training activity only currently, for up to four people from two households. The advice is to 'stay local', within five miles where possible, although there is some flexibility for those that live in more remote areas. Cross border travel from Wales into England will be permitted from **Monday 12 April** onwards. From **Monday 26 April** up to 30 people can participate in outdoor sport and exercise, including competitions and training activity. Retail shops and trades stands will also be permitted to re-open from this date. From **Monday 3 May** individual indoor competition and one-to-one training will be able to resume, with up to 15 people permitted indoors for group activity from **Monday 17 May** onwards.

## Venue management

- Venue proprietor and organisers are responsible for the delivery and implementation of all health, safety and hygiene measures, in accordance with the latest government guidelines and regulations.
- Venues are advised to take time to ensure they resume competitions and training safely and to ensure that all staff, officials and competitors are aware of their obligations to adhere to these protocols.
- All activity should comply with the most recent government guidance regarding restrictions on public gatherings, permitted travel, limits to numbers on site and social distancing measures at all times.
- Organisers should allocate a member of staff to act as COVID-19 Compliance Officer, to monitor compliance with social distancing, health and hygiene for all visitors on site. We see this as an additional task to an existing role, but they should also be the first point of contact for any queries.
- Venues must prioritise safety first for all participants, including staff and officials, minimising the risk of infection / transmission of the virus and operate only within the agreed regulatory framework.
- A thorough risk assessment should be undertaken, and appropriate measures put in place, to ensure members, staff, officials and volunteers are protected. There is a template to assist with this process in the [Organisers and Venues Competition Toolkit](#).
- Contact registers are now required by law and should be maintained at the venue for 21 days as per the current GDPR regulations, this is so you can track and trace any individuals who have visited the site, in the event of anyone contracting the virus. Everyone onsite at your venue must be logged, this includes officials, staff, competitors and their helpers. You can find a template in the [Organisers and Venues Competition Toolkit](#).
- We advise venues to register with the new NHS track and Trace system and download your own unique QR code for check in. If venues choose to use this, it must be an addition to the contact registers and not used in isolation.
- Guidelines will be updated in accordance with government advice and regulations, as appropriate.
- Venues will need to be flexible to react to any future changes set out by the government(s) if tighter social distancing / movement is reintroduced or restrictions are further relaxed.
- Once organisers have conducted their own risk assessments, based on these procedures and protocols, we recommend that all venues complete the **Visit Britain** [online self-certification tool](#) and display '**We're Good to Go**' posters on site. This will help provide a recognised endorsement of the measures put in place to be COVID Secure and give visitors peace of mind that the venue is fully compliant with industry standards.
- Venues should carefully consider the pictures they post on social media or their websites. Any images should conform to this guidance – clear social distancing, correct group numbers, face coverings where required, etc. We all must work to positively support and promote the safe conditions that our sport is now operating under.

- PCR tests are now readily available from approved COVID testing centres and local pharmacies for collection or home delivery. Please note that if implementing these tests as a pre-requisite for attendance on site for staff, officials and volunteers, appropriate permissions must be obtained in advance. [PCR collection test sites](#)

## Indoor arena use

### England

From 12 April onwards, indoor riding arenas can be used for individual activity only, including competitions and one to one training. No mixing of households will be permitted; however, officials and operational staff working in a professional capacity at the venue are exempt from restrictions on numbers. This includes any judges, writers, stewards, coaches and volunteers required to run competition or training activity. Indoor warm up arenas cannot be used unless they operate on a one in one out basis.

Exemptions continue to apply for the below categories, where there are no restrictions on numbers:

- Organised disability sport, including Para Equestrian competition and training activity.
- Supervised sport and physical activity for Under 18s (with a limit of 15 on parental supervision).
- Elite sports people, restricted to athletes on the World Class Programme (P1 and P2).

### Wales

From 26 April outdoor competition (for up to 30 people) can resume and indoor arenas will be permitted for individual exercise only, with up to 15 people permitted from 3 May and from 17 May indoor arenas will be permitted for gatherings of up to 15 people.

## Venue facilities

- The number of people on site at any one time must be restricted in accordance with government guidelines, with consideration given to the implementation of social distancing measures.
- All staff, officials and competitors should aim to keep a minimum of two metres apart, in order to minimise the risk of spreading the virus.
- If closer contact is unavoidable, individuals should still keep a minimum of one metre plus away at all times, wearing face masks and avoiding face to face contact where possible.
- Toilet and hand washing facilities must remain open, with clear signage in place to prevent people entering at the same time and consideration given to cross-over points on through-ways.
- Water and soap should be available for all visitors on site, where possible. Hand sanitisers or disinfectant wipes must be provided if hot water and soap is not available.
- Cleaning should take place regularly, particularly of common touchpoints like door handles, gates, switches, handrails, etc., including the removal of rubbish.
- The secretary's office and other internal areas should remain closed to the public, unless specific access is needed (e.g. through-ways for toilet access).
- All social spaces where visitors or spectators normally gather in larger numbers, including pavilions, galleries, seating areas or verandas should remain closed.

- If access is required to toilets, on-site cafes / shops through these indoor areas, then a two-way system should be clearly marked out and appropriate signage displayed.
- Cafes and restaurant facilities can open for take away services, in accordance with the latest [public health guidance](#), providing social distancing can be maintained at all times. It is recommended that a one-way system is put in place to manage footfall safely. Face coverings are mandatory indoors, while all food and drink purchased must be consumed outdoors.
- Outdoor hospitality is permitted from 12 April, although table service is mandatory – with no more than six people sat at one table, in accordance with government restrictions. Face coverings must be worn when moving around the cafe or restaurant, but are not required while sat at a table.
- Disposable cups, plates and cutlery should be used where possible, with bins accessible to allow safe disposal of items.
- On-site shops or trade stands can re-open from 12 April, providing that social distancing can be maintained at all times and all other COVID-19 retail operational practices are followed.
- In England, Wales and Scotland, you must by law wear a [face covering](#) in all indoor settings, although this is not required when exercising or riding. It is strongly recommended that face coverings are worn in other indoor and outdoor spaces where close contact cannot be avoided and it is not possible to maintain social distancing.
- Clear signage must be displayed throughout the venue, particularly highlighting COVID-19 measures around social distancing, handwashing/sanitising and hygiene. Emergency vet and farrier contact numbers should also be clearly signed. You can find a template in the [Organisers and Venues Competition Toolkit](#).
- Competition times must be managed carefully to avoid people arriving / leaving the site at the same time, including access to / from the warm up areas and arenas.
- Adequate parking should be provided for cars, horseboxes and trailers to allow for social distancing to be observed, including additional space for the loading/unloading of horses.
- All visitors to the venue should minimise unnecessary contact with other individuals, including considering access required for other vehicles that may arrive / depart during the day.
- A detailed layout of the showground, arenas and warm up areas should be posted on venue's website and/or social media prior to the competition or organised training activity.
- Arena and warm up areas for each competition must be clearly mapped and easy to identify. Toilets and the route to access them should also be clearly visible on the map.
- Venue websites and social media should be kept up to date with most recent government advice and NGB guidelines.
- Commanders are allowed for tests outdoors only, providing they adhere to social distancing at all times. They should be included in the people allocation permitted for additional rider support. If the venue is able to offer this service, they must use their own test sheets. This will be reviewed when restrictions allow.

## Health, safety and hygiene

- Adequate PPE should be provided for venue staff, officials and volunteers, as required, particularly when operating in indoor spaces or if social distancing of two metres cannot be maintained.
- Public health and hygiene advice / signage must be displayed prominently throughout the venue.

- Facilities, surfaces and equipment should be cleaned regularly to reduce the risk of transmission.
- Where possible equipment should not be shared where possible, but if this is deemed necessary it should be thoroughly cleaned prior to use. Guidance on the cleaning of surfaces and facilities is available from [Public Health England](#).
- Ensure a fully qualified first aider is on site who has appropriate PPE. Clear signage, including the name and contact number of the nominated individual, should be provided.
- The primary responsibility of first aid is to preserve life and first aid should be administered, if required until the emergency services attend. Guidance on delivering first aid during the coronavirus pandemic is available on the [St John's Ambulance website](#).
- Where first aid is required, it would be preferable that a present guardian or member of the rider's household administer this, under guidance from the suitably qualified professional, to allow social distancing to be maintained.

## Spectators

- No spectators are permitted on site at any time while restrictions remain in place. A review will take place prior to 17 May (in England), which is the earliest date that spectators can return (provisionally up to 50% of the venue's capacity or 1,000 people, whichever is lower).
- Only members of a single household or one additional person from another household are allowed to attend with the rider. This should be restricted to one person per horse, in addition to the rider, until 17 May at the earliest, unless for welfare reasons (for example, parental supervision for safeguarding purposes, or additional support required for Para riders).
- Where an additional person is required for safeguarding purposes (e.g. parent / guardian or carer of a member who is under 18), that person must still observe social distancing requirements at all times.
- Additional provision should also be allowed for Para riders, who may require additional assistance from a family member, guardian or carer.

## Media

- A venue may permit members of the press to attend shows in restricted numbers only.
- Members of the media must apply to the venue to attend prior to the show so provision can be made in advance. Individuals turning up without prior permission may be refused entry.
- Journalists, photographers, videographers, etc. must have a commission to cover the show from a recognised outlet and may be asked for proof.
- All media attending must conduct their own risk assessment and adhere to all social distancing restrictions and hygiene requirements put in place by the venue.
- Venues should aim to limit the number of media representatives in attendance at any one time and will be responsible for accepting/declining applications to attend, based on merit.
- Photographers are permitted to run on site facilities to view and purchase photographs from 12 April onwards, providing that social distancing can be maintained at all times and all other COVID-19 retail operational practices are followed.

## Entries and payment

- All entries and payment for BD competitions / activity must be done through an online entry provider.
- Handling of cash should be avoided wherever possible in order to minimise risk of contamination.
- Late entries may be accepted. However, after times and breaks have been published, it is not permissible to add entries into withdrawal slots.
- Organisers should complete a [contact record sheet](#) after each competition or organised training activity to monitor those attending on site.
- To comply with GDPR regulations, all personal data captured for track and trace purposes must be securely destroyed after 21 days.
- As a condition of entry, members must agree to adhere to all government regulations and British Dressage protocols relating to public health, hygiene and social distancing.
- Venues can hold unaffiliated competition on the same day as a scheduled affiliated and/or Quest competition, but they should run as separate classes and BD members must take priority over non-members.

## Communication

- Signage must be clearly displayed around the venue, highlighting social distancing guidelines and promoting awareness of hygiene measures.
- Venues to use their public PA systems to announce COVID-19 guidance, including health, hygiene social distancing advice, at regular intervals throughout the day of competition or training activity.
- Venues without a PA system should display posters in prominent locations throughout their venue.
- Venues should maintain communication with competitors before, during and after their visit, making them aware of any changes to government guidance.

## Judges

- Judges should be booked directly, as per the normal process, to confirm their availability and willingness to officiate under current restrictions and guidelines.
- You should ensure that the judging procedure and operating procedures are discussed fully at the time of booking and agreed in writing by both parties prior to the competition.
- There are various options for safe judging that comply with social distancing restrictions, depending on the individual circumstances at each venue.
  - Judges can officiate on their own, writing the scores for the test and adding comments at the end. An additional three minutes should be added to the [test time](#) to facilitate this.
  - Judges can officiate under normal conditions, with a member from the same household or their support bubble acting as writer.
  - Judges can officiate with an external writer, providing a minimum distance of one metre apart can be maintained and COVID Secure measures have been put in place.
  - PCR tests are now readily available from approved COVID testing centres and local pharmacies for collection or home delivery. Please note that if implementing these

tests as a pre-requisite for judges and writers, appropriate permissions must be obtained in advance. [PCR collection test sites](#)

- ➔ If boxes are used, Perspex screens should be installed to separate the judge and writer, face masks should ideally be used, and separate hand sanitisers made available.
- ➔ If cars are used, the judge and writer should be situated in separate cars, parked a minimum of one metre apart.
- ➔ If technology is employed to facilitate two way communication between the judge and writer, this must be also discussed fully and agreed in writing with all parties prior to the competition.
- ➔ Any refreshment and catering provision should also be agreed with the judge at the time of booking.
- ➔ Discuss the venue facilities, including any changes to normal arrangements, and supply a map in advance to ensure that judges are familiar with the layout, particularly if new to the venue.
- ➔ Judges should be provided with the contact details for the secretary's office, on-site first aider and the designated COVID-19 Compliance Officer.
- ➔ Judges should arrive in plenty of time and notify the venue by phone when they are on site. The venue can then instruct the judge on how to proceed from this point.
- ➔ The venue should advise of any potential issues that may have arisen while the judge has been in transit and direct them to their judging location, as required.
- ➔ Judges should provide their own pens and clipboards if at all possible. Any shared equipment should be thoroughly cleaned in advance of use.
- ➔ Disposable gloves should be worn by all parties whilst handling scoresheets and shared equipment, and changed regularly.
- ➔ Hand sanitiser and / or disinfectant wipes should be made available for use within the box or car.
- ➔ Venues to leave scoresheets in an agreed location for collection by the judge on arrival, sealed in a paper envelope. Sheet collecting is permitted, providing social distancing is adhered to, and appropriate hygiene measures are put in place, including regular hand sanitization.
- ➔ The judges' box or car should be thoroughly cleaned before any new judges enter. Where possible, a judge's own car is the ideal judging box to avoid cross-contamination where possible.
- ➔ Judge to use own car or remain in the box after they have finished judging to check their sheets for mistakes / missing marks.
- ➔ Judges to return sheets and any venue owned equipment to the secretary's office at the end of the class or left in an agreed secure location if it is not possible to maintain social distancing.
- ➔ Where the venue operates a take away service for catering, judges should only consume food or drink outdoors or in the judges' box / car, using disposable cups, plates and utensils.
- ➔ Venues are recommended to scan or photograph completed test sheets and either email results or post sheets out to competitors after the competition.
- ➔ Alternatively, the venue may distribute score sheets on the day of competition, providing this is done in a controlled manner avoiding interaction, social distancing can be maintained at all times and the process is fully documented on the venue's risk assessment.

## Practice Judging

- ➔ Practice judging is not permitted currently. The position will be reviewed after the 17 May (in England) when restrictions are expected to be further relaxed.

## Judges on their own

- Judges will allocate marks for each movement as normal and add comments at the end of the test.
- An additional three minutes will be added to the overall test time to provide adequate time for judges to complete their comments and summary at the end of the test.

## Judging with own writer (from the same household or support bubble)

- Judges should continue to follow the process outlined in the venue protocol for judges.

## Judging with an external writer

- The organiser should discuss all options with the judge and writer to agree an approach that all parties are comfortable with. Judges are reminded they should only officiate when they are happy to do so and are comfortable with the COVID Secure provisions agreed in advance with the organiser.
- Judges and writers must be positioned a minimum of one metre apart at all times, plus take other mitigating measures to avoid any face to face contact.
- If using boxes, a Perspex screen should be installed as a divider between the judge and writer to ensure that a separate space is provided for both parties.
- It is advisable that judges and writers use face masks while sharing the same space, providing clear communication can still be maintained.
- Good ventilation is essential and it is recommended that fully enclosed units, such as boxes with closed doors and windows, should not be used at this time.
- If using cars, the judge and writer should be situated in separate vehicles, parked a minimum of one metre apart.
- Adequate supplies of hand sanitiser and surface wipes must be made available to judges and writers to maintain hygiene standards.
- The judge and writer must avoid face to face contact and ensure that hand sanitiser is used when passing sheets between themselves.
- PCR tests are now readily available from approved COVID testing centres and local pharmacies for collection or home delivery. Please note that if implementing these tests as a pre-requisite for judges and writers, appropriate permissions must be obtained in advance.

## Judging with technology

- Venues choosing to use technology to facilitate communication between the judge and writer must ensure this is agreed in writing with all parties prior to the competition.
- Any technology employed should be robust, reliable and fully tested in advance of competition, making sure that there is sufficient infrastructure in place required to support its use, such as Wi-Fi networks, adequate bandwidth and non-conflicting radio frequencies.
- A clear contingency plan be in place should there be any equipment malfunction.
- Competitors must not be disadvantaged if there is a failure in the equipment used.

## Stewards and Officials

- Stewards and officials should be booked directly, as per the normal process, to confirm their availability and willingness to officiate under current restrictions and guidelines.
- You should ensure that the stewarding provision and operating procedures are discussed and agreed at the time of booking, including any refreshment and catering provision.
- Discuss the venue facilities, including any changes to normal arrangements, and supply a map in advance to ensure that stewards are familiar with the layout, particularly if new to the venue.
- Stewards and other officials should be provided with the contact details for the secretary's office, on-site first aider and the designated COVID-19 Compliance Officer.
- Stewards and officials should arrive in plenty of time and notify the venue by phone when they are on site. The venue can then instruct the steward on how to proceed from this point.
- The venue should advise of any potential issues that may have arisen while the steward has been in transit and direct them to their stewarding location, as required.
- Due to the proximity to competitors and level of contact required, Personal Protective Equipment (PPE), to include gloves and face masks, should be worn at all times when stewarding.
- Stewards should continue to follow usual practices of changing gloves between competitors.
- Stewards should maintain a minimum distance of one metre plus from other stewards or any member of the rider support team and avoid direct face to face contact where possible.

## Stabling

- Onsite stabling is permitted from 12 April in England, with a one way system in place where possible to minimise contact and ensure that social distancing is maintained. It is also recommended that empty stalls are used to facilitate social distancing between competitors, where numbers allow.
- The venue should ensure their risk assessment is updated to reflect the use of stabling, in line with the most recent public health guidance.
- Full bio-security measures must be in place for cleaning stables before and after use, specifically with the raised concern over EHV-1.
- Social distancing signage, COVID-19 posters and PHE protocols must be displayed and clearly visible in all stabling areas.
- Venues should ensure that high standards of hygiene are maintained in the stabling area at all times and that stables are cleaned in between use.
- All shared surfaces or common touch points must also be thoroughly cleaned on a regular basis.
- Competitors must bring their own equipment, which should be stored in their own lorries / trailers when not in use, not left outside the stable.
- Multiple day shows are permitted from 12 April onwards in England, where competition has been able to resume. However, competitors staying overnight in self-catered accommodation, including in horse boxes, lorries or camping areas, must continue to adhere to all restrictions on social distancing, hygiene and the mixing of households.
- Households are not permitted to mix indoors, so this must continue to be avoided at all times, including in covered stabling areas. Face coverings should also be worn when not riding.

- ➔ In outdoor spaces a group of up to six people from different households or a group of any number from up to two households can mix. Face coverings are not required in outdoor stabling areas.

## Competition times

- ➔ Once times have been published no further changes may be made. All withdrawals must be noted.
- ➔ An additional **three minutes** will be added to the overall test time to provide extra time for judges if they're writing on their own.
- ➔ A revised test timing sheet specific for use during COVID-19 is available in the [Organisers' Competition Toolkit](#).

## Arrival at venue and parking

- ➔ As per current BD rules and DEFRA policy, horses must have up to date vaccinations in order to compete and passports must be carried with the horse at all times.
- ➔ All car / lorry / trailer / horsebox parking must be a minimum of three metres apart from other vehicles to allow sufficient space for horses to be loaded / unloaded.
- ➔ Horses should remain outside (whether tied up or held in hand) in the proximity of the horsebox / trailer for a limited period of time only and should not be left unaccompanied.
- ➔ A designated car park marshal is recommended to ensure safe parking is maintained, in accordance with social distancing guidelines. Alternatively, parking bays should be clearly marked out.
- ➔ Clear signage must be displayed, reminding competitors of social distancing measures and highlighting any specific access and egress routes that are in place, avoiding cross-over points.
- ➔ Where possible one way systems should be in operation for competitors and horses to enter and exit the showground area safely, particularly if access is restricted at cross-over points.
- ➔ Additional provision should also be allowed for Para riders, who may require additional assistance to manage access in / out of the site from a parent, guardian or carer.
- ➔ Where an additional person is required for safeguarding purposes, such as a parent, guardian or carer of a Para rider or under 18 competitor, that person must observe all social distancing requirements.

## Warm up arenas

- ➔ In England, from 12 April to 16 May indoor arenas can only be used for warm up purposes if operating on a one-in-one-out basis. No mixing of households is permitted at any time, apart from officials, stewards and operational staff who require access in a professional capacity.
- ➔ In Scotland indoor arenas are classified as outdoor facilities and can therefore continue to be used for training and competition purposes, including warm up areas.
- ➔ In Wales, from 3 May indoor arenas can only be used for warm up purposes if operating on a one-in-one-out basis. No mixing of households is permitted at any time, apart from officials, stewards and operational staff who require access in a professional capacity. From 17 May a limit of 15 people will be permitted for indoor arenas, dependant on size.
- ➔ The number of competitors permitted to use outdoor warm up arenas at any one time should be based on one horse per 200sqm, depending on the overall size.

- ➔ For example, a 60 x 20m arena = 1,200sqm space, which would allow six competitors at any one time, while a 70 x 40m arena = 2,800sqm, which would allow up to 14 competitors.
- ➔ Warm up time is limited to a maximum of 40-50 minutes prior to going down the centre line, depending on the judging arrangements and amount of time allocated per competitor in each class.
- ➔ Competitor numbers using the warm up arena should be managed effectively, following the above advice for one competitor per 200sqm. Riders should maintain a distance of three horse lengths apart at all times, in order to maintain social distancing.
- ➔ The warm up area should be monitored by a steward / marshal to ensure that riders adhere to these restrictions at all times.
- ➔ Para riders may receive assistance from one additional person, as required, but otherwise no spectators or grooms are allowed to access the warm up area.

## Completion of test, results and test sheets

- ➔ A separate area to warm down should be identified after riders have left the competition arena.
- ➔ If possible a one way system should be in operation on site for competitors, particularly at restricted cross-over points, in order to maintain social distancing.
- ➔ A maximum of ten minutes is allowed for warm down, by which point riders should return to their lorry to wash down/untack.
- ➔ No scores should be published at the venue on a public scoreboard.
- ➔ No public prize giving ceremonies will be conducted at the venue.
- ➔ All prize money to be paid electronically by BACS transfer or equivalent.
- ➔ Results must be published on the venue website within 48 hours of the competition and sent to BD.
- ➔ All entries and results must be submitted on the official BD results template. This should include details of withdrawals / no shows / HC / eliminations and any competitors on a class ticket.
- ➔ Venues are recommended to scan or photograph completed test sheets and either email results or post sheets out to competitors after the competition.
- ➔ Alternatively, the venue may distribute score sheets on the day of competition, providing this is done in a controlled manner avoiding interaction, social distancing can be maintained at all times and the process is fully documented on the venue's risk assessment.
- ➔ Objections or complaints will be dealt with over the phone or via email after the competition. Payment will be taken on a credit/debit card, as per current rule 13 section 5 – annexes page 200.

## Music Classes

- ➔ Venues wishing to run music competitions should ensure that clear guidance is relayed to the competitor regarding the transfer of music files, whether in physical or digital format.
- ➔ CDs, MP3 and USBs are all permitted; however, these must be sanitised before and after transfer between competitor and organiser.
- ➔ Online methods of music transfer are recommended if the venue has the facility to do so. We Transfer is a free online platform for transferring large file sizes.
- ➔ Venues should ensure their COVID-19 risk assessment is fully updated, with additional music specific protocols in place, and all staff briefed accordingly.

- Judges will need the support of a writer while judging music classes. In order to facilitate this organisers should select one of the judging options from above that can safely permit this.

## Para Equestrian

- Para riders are permitted to have additional support to provide assistance where required, such as a family member, guardian or carer (i.e. two people in total, in addition to the rider).
- Organisers should consider the needs of any riders that may require additional support and allow adequate parking for horseboxes / trailers with adjacent parking for additional support vehicles.
- Para riders should liaise with the venue prior to attending to request any specific requirements or additional support they may require. This is particularly important if the rider is visiting the venue for the first time. Please see the [competitors' tool kit](#) for more information.
- In the warm up arena, para riders may receive assistance from one additional person, as required, but otherwise no spectators or grooms are allowed to access these areas.
- Para riders requiring overnight stabling should liaise with the venue prior to attending to ensure that clear access to the stabling / walkways is available.

## Travel Restrictions

- **England** – There are currently no travel restrictions in place.
- **Scotland** – By law competitors are only allowed to travel within their local authority area to participate in competition and training activity, with exemptions in place for Under 18s (please refer to the Scotland organiser tool kit for full details). No cross border travel is currently permitted. Travel within mainland Scotland will be allowed from Monday 26 April onwards.
- **Wales** – cross border travel into England is permitted from 12 April, so Welsh members can participate in competitions and training in England prior to organised sport resuming in Wales on 3 May.

Please note that the following general principles continue to apply:

- Members, organisers and officials must abide by the restrictions that apply for travel restrictions, both in terms of where they are travelling to and from.
- Organisers and venues have the right to refuse entry to members from areas with travel restrictions; however, entry fees should be refunded in accordance with BD rules.
- Any venue in an area with mandatory travel restrictions in place should not accept entries or bookings from members outside of that area, unless they have put additional mitigations in place and have received local authority approval.
- Organisers should not accept bookings for training or competition entries from members who live in areas with any mandatory travel restrictions.
- Members should not travel to / from areas with travel restrictions to take part in organised competition, training or test riding activity.
- Judges, stewards or officials who reside within an area with travel restrictions should visit venues or clients for work purposes only.
- Where activity takes place within an area under travel restrictions, coaches and judges should only conduct training or test riding for members who reside within that area.

- With the three nations subject to different restrictions, it is the responsibility of individual members to ensure that they check the latest situation in the area they are living in, or travelling to, to ensure that they are complying with all requirements.

## Safeguarding and horse welfare

- [Safeguarding](#) to be followed as per current protocols; refer to BD website for further information.
- Organisers must ensure that they obtain the contact details for a parent or guardian for any rider under 18 for any direct and digital communication required after the initial entry.
- [Horse welfare](#) should continue to be monitored as normal. Welfare forms can be found on the BD website and any concerns must be reported by the organiser to the BD Sport Operations Manager.

## Useful web links

- [UK Government guidance for the public on the phased return for sport and recreation](#)
- [UK Government guidance for providers of outdoor facilities on the phased return of sport](#)
- [UK Government guidance for providers of grassroots sport and indoor leisure facilities](#)
- [Wales Government guidance for businesses reopening](#)
- [Wales Government guidance for a phased return of sport, recreation and leisure](#)
- [Sport & Recreation Alliance Outdoor facilities guidance](#)
- [Sport England return-play FAQ](#)
- [UK Government general coronavirus advice](#)
- [UK Government guidance on social distancing](#)
- [UK Government guidance on face coverings](#)
- [Government FAQs: what you can and can't do](#)
- [HSE - Managing risks and risk assessment guidance](#)
- [DEFRA](#)