

Tennis  
SCOTLAND



# Guidance for Tennis Venues, Coaches & Players in Scotland

COVID-19: RETURN TO MANAGED PLAY

Phase 3 – Published 10 July 2020

Current Exercise Restrictions



TENNIS  
FOR BRITAIN

## PLAY SAFE GUIDELINES - RETURN TO MANAGED PLAY

These guidelines have been developed for Scotland in partnership between the LTA and Tennis Scotland. The guidelines have been produced in line with the Scottish Government guidance on outdoor exercise for Phase 3, [which can be viewed here](#). Guidance for Phase 3 will be provided ahead of measures being introduced.

These guidelines will be operational from Friday 10 July 2020, other than where a future date is specified. This follows the Scottish Government's confirmation of the route map from lockdown and the subsequent updates from the First Minister.

**IMPORTANT:** Where a local lockdown is in place alternative measures and guidelines may be in place, which may delay the relaxing of measure or re-impose previous ones – further information, including details of any areas affected, can be read on the [Scottish Government website here](#).

## INTRODUCTION

We know how important it is for people to be active, and the particular role tennis can have in the physical and mental wellbeing of those that play it. By its very nature, tennis is an activity whereby close person to person contact can be avoided.

Based on recent Scottish Government guidance and following the further easing of lockdown restrictions, Tennis Scotland & the LTA has developed an updated set of practical guidelines to follow so that tennis can be played in Scotland consistent with the route map moving out of lockdown, where the local environment allows.

These guidelines apply to both tennis and padel, and outline adaptations so that tennis activity can be enjoyed in a way that is in line with Scottish Government advice and helps to prevent the spread of COVID-19. They include measures to limit hand to shared surface contact and minimise unnecessary interactions with others.

We have indicated the key additions and updates to these guidelines with **[NEW]** and **[UPDATED]** on the following pages.

## VENUES

Tennis venues across the country are all different and operate in different local contexts. Making an assessment of whether a safe exercise environment can be provided depends on a range of factors, which apply differently at each venue. It is the responsibility of each tennis provider, coach and facility to make that assessment based on their local environment.

## COACHES

**[UPDATED]** One on one and group coaching is permitted if it is outdoors and physical distancing can be maintained. A coach should not deliver training to more than four other adult households per session, and no more than four other adult

households in total per day, unless coaching children, which is excluded from the household allowance for coaching.

**[NEW]** Children's group coaching, camps and squads for those aged 17 and under are now permitted, in line with the [LTA's recommended coach:player ratios](#).

**[UPDATED]** When participating in coaching, where possible avoid touching surfaces, sharing equipment or touching your mouth and face. Physical distancing is required before and after sessions for adults and 12-17 year olds. Coaches should only use outdoor facilities, with no indoor access other than for toilets.

## PLAYERS

**[NEW]** Play may take place for adults with members of up to four different households, up to a maximum group of 15 people in total. Doubles play where partners are from different households is now permitted, as long as partners take mitigating actions to limit risks to the 2metre rule being compromised.

**[NEW]** Children aged 11 and under do not need to comply with physical distancing with each other at any time. Children aged 12-17 do not need to physically distance during activity, but do before and after.

Players should adhere to the Scottish Government's physical distancing guidelines (staying at least 2m away from others), and practice public health advice for hygiene.

Please be aware that not all courts may be open, as venues will need to make an assessment based on their own individual circumstances as to whether they feel they can facilitate safe play at their venue. Where they chose to remain closed please respect this decision.

*Detailed guidelines for players, venues and coaches are provided on the following pages.*

## GUIDELINES FOR TENNIS PLAYERS

### STAY UP TO DATE

- Scottish Government information around physical distancing is available [here](#) and should be read in full
- Be aware guidance can change and restrictions may be reintroduced - ensure you have checked the latest version of the guidelines for tennis players in Scotland on the LTA website and with Tennis Scotland

### WHO CAN PLAY

- People who are shielding can now undertake outdoor exercise activities. Further information is available at [Scottish Government: Staying safe outdoors](#)
- People who are symptomatic should self-isolate for 7 days and household members for 14 days as per NHS guidance. No one who is self-isolating should attend an outdoor sports facility/activity

### BEFORE LEAVING HOME & AFTER YOU RETURN

- Wash your hands with soap and water for at least 20 seconds before leaving home to go to the court (or use an alcohol gel if washing hands is not possible)

### COURT BOOKINGS

- Where the facility allows, ensure you have booked a court in advance and make payment online
- Play should only take place on outdoor courts, with indoor courts and bubble courts remaining closed
- Use your clubs bookings system, i.e. Clubspark. Alternatively the LTA's online booking platform has courts that can be booked in over 300 parks and clubs nationwide - the site [www.lta.org.uk/rally](http://www.lta.org.uk/rally).

### EQUIPMENT

- Take hand sanitizer with you
- Use your own equipment where possible. Equipment such as rackets can be shared, but where this happens ensure thorough cleaning before and after use. Players should not share items such as towels.
- Only take the minimum amount of equipment with you that you need to play
- Clean and wipe down your equipment, including racquets and water bottles before and after use
- Bring a full water bottle, and do not share food or drink with others
- Ensure you take all your belongings with you at the end of the session and do not leave anything on court

### TRAVELLING TO AND FROM THE COURT

- Avoid using public transport
- Players can travel outside of their local area to play tennis, with the previous guide limit of 5 miles no longer applicable with unlimited travel throughout Scotland now permitted
- Unlimited travel throughout the UK for professional coaches and players operating at a performance level as defined by Tennis Scotland is permitted.



- Arrive as close as possible to when you need to be there
- Use alcohol gel after touching any court gates, fences, benches, etc, and avoid doing so where possible
- Allow others to leave before you enter the court - if you need to wait then do so away from the courts and clear of the gates
- Ensure you leave the court before the end of your allotted time so that it is empty for the next players
- Arrive changed and ready to play. Shower at home, and do not use the venue's changing area

## TENNIS ACTIVITY

- **[UPDATED]** You can exercise with members of your household, including children, or with members from up to 4 other households (or extended households), with a maximum of 15 people participating in total
- **[NEW]** Both singles play and doubles play is permitted with people from outside of your household. Players from different households can now form a double pair, and so doubles now be played between members of four different households
- **[NEW]** For doubles, to ensure compliance with physical distancing is maintained, players should take mitigating actions to limit risks to the 2metre rule being compromised. This could include agreeing in advance which player will take the shot if a ball travels to the centre of the court
- For padel, doubles play is also permitted on the same basis, but extra care is advised and it should only be done so where players are confident they can maintain 2 metres apart
- **[UPDATED]** Adult coached sessions should be limited to groups comprising of no more than five households, including the coach
- **[NEW]** Junior group coaching can now take place for those aged 17 and under, without physical distancing, in line with the [LTA's recommended coach:player ratios](#). Coaches still need to physically distance from players at all times. Junior coaching is excluded from the personal household allowance for coaches

## MAINTAIN PHYSICAL DISTANCING

- Stay at least two metres away from other players (including during play, when taking breaks and before and after play)
- **[NEW]** The only exception to this is for children aged 17 years and younger, who are no longer required to physically distance during activity. Children aged 11 and under do not need to physically distance at any time, but 12-17 year olds must physically distance both before and after activity.
- Do not make physical contact with other players (such as shaking hands or high five)
- Avoid chasing the ball down to another court if other players are using it
- For coached sessions, pay careful attention to the instructions of the coach
- Further information on physical distancing guidance is available at [Staying Safe and Protecting Others](#)

## EQUIPMENT & FACILITIES

- Players do not need to use their own marked tennis balls – however, if you choose to use shared balls then extra care must be taken to ensure you do not touch your face during play, and you should clean your hands before play and immediately after finishing (use alcohol gel if required)



- Players should still avoid using their hands to pick up tennis balls from other courts where possible - use your racquet/foot to return them
- Avoid using other equipment such as courtside benches, net handles or court sweepers where possible
- When playing padel, try to avoid touching the court walls
- Onsite toilet facilities can be opened, but players should be aware this may not be the case at all venues and may wish to check in advance

## HYGIENE

- If you need to sneeze or cough, do so into a tissue or upper sleeve
- Avoid touching your face
- Hand hygiene is imperative - use alcohol gel to clean your hands after touching a shared surface. See [Health Protection Scotland's hand hygiene](#) information for further details

## SUPERVISION

- No spectating should take place. Where attendance of a parent/guardian (non-participant) is required, or a carer for a disabled player, it is permitted and is not counted as part of the group activity, but should be off court and limited to one per player where possible, with physical distancing strictly observed while watching the sessions

## COMPETITIONS **UPDATED**

- Some formats of competition will be able to resume before others, for example internal box leagues/ladders can be played as long as they adhere to the guidelines in place
- Competitions or events where groups of more than 5 households (or extended households) (maximum of 15 people) congregate at any one time are not permitted
- Competitions should only be undertaken where physical distancing and hygiene measures are in place

## GUIDELINES FOR TENNIS VENUES

### VENUE MANAGEMENT

- Ensure your club committee oversees and maintains the implementation of measures. Venues are advised to take time to ensure they reopen safely, rather than rushing
- **[NEW]** Clubs providing children's activity must have a named 'COVID Officer' who will complete documented risk assessments and ensure all appropriate mitigations are put in place by the club before any children's outdoor activity is undertaken
- All activity should be consistent with the Scottish Government guidance regarding health, travel, physical distancing and hygiene at all times
- Venues must consider safety first, particularly minimising the risk of infection/transmission. A thorough risk assessment should be undertaken (or updated if one previously done), and appropriate measures put in place to ensure participants, staff and volunteers are protected. A risk assessment template is available from the COVID-19 section of the venue [Resource Library](#) on the LTA website and these should be documented at all venues
- Clubs and venue operators must ensure that relevant workplace guidance is followed for contractors and staff and ensure existing health and safety advice is maintained and aligned. This should be detailed in the risk assessment.
- Guidelines will be updated as we progress through the different phases of Scottish Government measures – Tennis Scotland remains in discussions with sportscotland and Government and so we recommend you check the official LTA position at [www.lta.org.uk/coronavirus](http://www.lta.org.uk/coronavirus) on a regular basis to stay abreast of the latest recommendations
- Any measures venues put in place to enable tennis activity to resume need to be capable of being flexed or changed quickly if tighter movement/physical distancing is reintroduced in future or when the restrictions are further relaxed
- Venues are encouraged to use **sportscotland's** *getting your facility fit for sport* [toolkit](#)

### FACILITIES

- **[UPDATED]** Outdoor courts only should be open, with indoor courts and bubble courts remaining closed (it is expected that indoor courts may be able to reopen later during Phase 3)
- Venues sports facility operators and clubs may now open toilets for public use if they follow the guidelines outlined on the Scottish Government website [Opening Public Toilets Guidelines](#). Public toilets are defined as any toilets accessible to the public. The opening of toilets should be accompanied by local risk assessment, and control measures should be proactively monitored by clubs/operators. All appropriate cleaning procedures and equipment/disinfectant should be provided as per Health Protection Scotland guidance
- **[UPDATED]** Ensure access to first aid and emergency equipment is maintained. Where equipment is stored indoors please ensure public access to enclosed indoor areas is restricted as much as possible with hygiene and safety protocols reviewed as part of a risk assessment.
- **[NEW]** Clubhouses can re-open to provide indoor bar and restaurant services from 15 July, providing they adhere to Scottish Government [Tourism and Hospitality Guidance](#).



- **[UPDATED]** Indoor changing/locker rooms, storage and activity areas should remain closed to the public. Ensure nets are maintained at the appropriate height to avoid players having to adjust them, and remove net winders
- If your courts require dragging (e.g. clay) or drying after rain, have a nominated person to do this or make disposable gloves and spray available for players to use
- Remove any other unnecessary equipment / items from courts (e.g. benches). Where this is not possible, appropriate cleaning measures, including provision of sanitiser and disposable gloves, should be put in place to reduce the risk of contamination
- Bins may be provided but should be regularly checked, cleaned/sanitised, emptied and disposed of using appropriate personal protective equipment

### INDOOR ACCESS FOR STAFF

- Grounds staff can enter indoor facilities to undertake routine maintenance and safety, or to access equipment
- From Monday 29 June, following Scottish Government guidance that indoor (non-office) workplaces resume operating once relevant guidance is implemented, venue staff and coaches can access indoor facilities, including for things such as for toilet/comfort breaks, storage of equipment and changing for work
- This only applies for coaches who only deliver activity at one venue, and so coaches who deliver activity across multiple venues are not currently permitted indoor access
- Any indoor access needs to be subject to appropriate measures being in place for cleaning, hygiene and physical distancing in accordance with Scottish Government guidance

### INDOOR ACCESS FOR THE PUBLIC **[UPDATED]**

- Access through an indoor area can be provided if suitable risk assessments and safety measures are put in place. These should include restricting access to one person at a time, ideally with a one-way system in operation, and no contact with hard surfaces such as door handles. Persons moving through the area should not stop or congregate at any time.

### MAINTAINING PHYSICAL DISTANCING

- A checklist for physical distancing considerations and actions is available here: [Getting your Facilities Fit for Sport](#)
- Further information on physical distancing guidance is available at [Staying Safe and Protecting Others](#)

### HEALTH, SAFETY & HYGIENE

- Please refer to and read thoroughly Health Protection Scotland's [general guidance](#) and [cleaning guidance](#) for non-healthcare settings, as well as advice for [hand hygiene techniques](#)
- Cleaning of equipment, hand and respiratory hygiene are core measures to be implemented and provision should be made for these
- Make hand sanitizers or wipes available for use at entrance/exit to venue/courts where possible (Hand sanitizer stations can be sourced from the LTA Buying Group - see <https://www.ltabuyinggroup.co.uk> or speak to Tennis Scotland at [info@tennisscotland.org](mailto:info@tennisscotland.org) for further options.



- Clear guidance and plans are needed for cleaning of facilities and equipment, and waste disposal. For instance, common touchpoint surfaces (gates, door handles, handrails etc) should where possible be left open but if not possible, regular cleaning with disposable gloves should be undertaken. Cleaning products should conform to EN14476 standards.
- A checklist for health, hygiene and cleaning considerations and actions is available here: [Getting your Facilities Fit for Sport](#)
- Ensure usual access to first aid and emergency equipment is maintained (in some cases this may require limited access to the clubhouse being possible)
- Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#)
- If someone who has played at your venue develops symptoms of COVID-19, they should be directed to follow the Scottish Government's 'test and protect' guidelines, which can be read on the [nhsinform.scot](#) website

## TENNIS ACTIVITY [UPDATED]

- Limit activities to court rental (singles or doubles) and group coaching activity
- Any coaching activity for adults should comprise of people from no more than 5 households, including the coach, and groups should be no more than 15 people in total
- Larger group coaching is permitted for children, but may need to utilise multiple full-size courts in order to maintain physical distancing, depending on the local environment and risk assessment. Coaches can refer to the [LTA's recommended coach:player ratios](#) for more specific guidance. Junior coaching is excluded from the personal household allowance for coaches

## COURT ACCESS

- Ensure measures are in place to minimise encounters between people, including in car parks and at entrances
- Court users should be advised to clean their hands with alcohol gel after touching shared surfaces such as gates. Where safe and appropriate, doors and court gates could be left open during playing hours
- Consider different entry and exit routes to the courts/venue where possible, and ensure this is clearly marked
- Consider marking two metre distances at appropriate points, such as the entry gates to courts

## EQUIPMENT

- Players are advised to bring their own equipment - however, use of communal rackets is permitted subject to thorough cleaning measures between use
- Any coaching equipment used (e.g. cones) should be cleaned and wiped down afterwards

## BOOKINGS & PAYMENT

- Operate online booking for courts and sessions where at all possible, or alternatively phone bookings NB Clubspark is free and can be downloaded at <https://www.lta.org.uk/about-us/in-your-area/tennis-scotland/club--venue-management/clubspark/>
- Implement a short buffer period (e.g. 10 minutes) between court/session booking slots to allow time for players to leave before the next players arrive



- Consider staggering the start time of court bookings so that players do not all arrive/leave at the same time
- Take any payments online, and avoid handling cash
- Online bookings can be facilitated through ClubSpark, which is free for all LTA Registered Venues, and via a free online national booking platform - LTA Rally - which makes it easy for players to find, book and pay for courts from their mobile phone. Email [rally@lta.org.uk](mailto:rally@lta.org.uk) for more information on how to sign up to ClubSpark or Rally contact [info@tennisscotland.org](mailto:info@tennisscotland.org)

## CATERING & RETAIL [UPDATED]

- Outdoor hospitality, including catering and bar services can reopen from 6 July 2020 providing adherence to Scottish Government guidance. Further information is available at [Scottish Government: Tourism and Hospitality Guidance](#)
- If there is the capacity and resource to be in a position to serve food and drinks, then hot and cold food and drinks may be served for consumption outside.
- [NEW] From 15 July, indoor hospitality, including clubhouses which provide catering and bar services, can reopen providing they adhere to Scottish Government guidance
- Venues are advised to use contactless or at least card payment, to avoid handling cash
- Retail units operated by venues/sport clubs may reopen provided all specific Scottish Government guidance for retailers is in place and adhered to. Further information from the Scottish Government is available at [Retail Sector Guidance](#)

## COMMUNICATION

- Communicate with your members/customers clearly and regularly, making them aware in advance of the measures you are putting in place at your venue, and guidelines they are asked to follow
- Communicate clearly opening times and how people can safely access a facility, if relevant, for example through a booking or queuing system
- Ensure signage on guidelines for playing tennis safely and promoting hygiene measures is clearly displayed (and ensure these remain up to date as restrictions change)
- Posters that can be used to aid communication will be available from the COVID-19 section of the [Resource Library](#)
- It is more important than ever to consider inclusive guidance for people who need support to be active and clubs/venue operators should consider this as part of their work to encourage people to return

## SUPERVISION

- No spectating should take place. Where attendance of a parent/guardian (non-participant) is required, or a carer for a disabled player, it is permitted and is not counted as part of the group activity, but should be off court and limited to one per player where possible, with physical distancing strictly observed while watching the sessions

## COMPETITIONS [UPDATED]

- Some formats of competition will be able to resume before others, for example internal box leagues/ladders can be played as long as they adhere to the guidelines in place
- Competitions or events where groups of more than 5 households (or extended households) (maximum of 15 people) congregate at any one time are not permitted.
- Competitions should only be undertaken where physical distancing and hygiene measures are in place
- All LTA & Tennis Scotland staged and approved competitions (grade 1 to 6) up to Monday 31 August 2020 have been cancelled
- LTA and Tennis Scotland approved competitions (Grade 6) such as Matchplays and County & District Leagues may be able to resume earlier based on Government advice - we will provide an update on these competitions in due course

## GUIDELINES FOR TENNIS COACHES

### COACHING ACTIVITY

- All activity should be consistent with the government guidance regarding health, travel, physical distancing and hygiene at all times
- Coaches and coaching organisations must consider safety first, particularly minimising the risk of infection/transmission. A thorough risk assessment should be undertaken (or updated if one previously done), and appropriate measures put in place to ensure participants, staff and volunteers are protected - you are advised to liaise with your venue when doing this. A risk assessment template is available from the [COVID-19](#) section of the venue [Resource Library](#) on the LTA website
- Guidance for coaches, leaders, personal trainers, and instructors is available at [Getting your coaches ready for sport](#) .
- Coaches and instructors working with children should familiarise themselves with the additional considerations developed by **Children 1<sup>st</sup>**: [Child Wellbeing and Protection Considerations](#)
- Guidelines will be updated as we progress through the different phases of Government measures – Tennis Scotland and the LTA remain in discussions with Holyrood and Westminster Governments respectively and so we recommend you check the official Tennis Scotland / LTA position at [www.lta.org.uk/coronavirus](http://www.lta.org.uk/coronavirus) on a regular basis to stay abreast of the latest recommendations
- Any measures coaches put in place to enable tennis activity to resume need to be capable of being flexed or changed quickly if tighter movement/physical distancing is reintroduced in the future or when the restrictions are further relaxed

### COACHING LIMITS - ADULTS [NEW]

- Coached sessions should be limited to groups comprising of no more than 5 households (including the coach), and no more than 15 people in total.
- You should not run activity with adults for more than four other households in a single day.

### COACHING LIMITS - CHILDREN [NEW]

- From 13 July, group coaching sessions for under-18s can take place, including children's camps and squads.
- Larger group sessions may need to utilise multiple full-size courts in order to maintain physical distancing, depending on the local environment and risk assessment – where space and number of courts available is limited, then based on your risk assessment only smaller group sessions may be possible. Coaches can refer to the [LTA's recommended coach:player ratios](#) for more specific guidance
- Junior coaching is excluded from the personal household allowance for coaches.

### MAINTAINING PHYSICAL DISTANCING

- Physical distancing between players from different households, and between the coach and players should be maintained at all times
- **[NEW]** The only exception to this is for children aged 17 years and younger, who are no longer required to physically distance during activity. Children



aged 11 and under do not need to physically distance at any time, but 12-17 year olds must physically distance both before and after activity.

- Coaches should ensure this is emphasised to participants at the start of each session, and that they are clear on how they should maintain physical distancing for each drill before starting it
- Coaches should encourage players to avoid running down balls within an exercise if it could compromise the 2m rule

### **INDOOR ACCESS FOR COACHES [UPDATED]**

- From Monday 29 June, following Scottish Government guidance that indoor (non-office) workplaces resume operating once relevant guidance is implemented, coaches can access indoor facilities, including for things such as for toilet/comfort breaks, storage of equipment and changing for work
- Any indoor access needs to be subject to appropriate measures being in place for cleaning, hygiene and physical distancing in accordance with Scottish Government guidance

### **EQUIPMENT**

- Coaches do not now need to use new or fresh tennis balls for each lesson
- It is still advised that where possible the coach should be the only person to touch the tennis balls and players use their feet/racket to return them
- Where new or fresh balls aren't used, and where players need to handle tennis balls (e.g. serving toss, young children who need to self-feed using their hands) then extra care must be taken to ensure the coach and players do not touch your faces during play, and you should all clean your hands before, during and immediately after finishing the session (use alcohol gel if required)
- Players should bring their own equipment where possible – it is advised not to allow racket sharing but use of communal rackets can be done subject to thorough cleaning processes between uses
- Any coaching equipment used (e.g. cones) should be cleaned and wiped down afterwards
- Ensure all equipment is removed from the court at the end of the session

### **HEALTH, SAFETY & HYGIENE**

- Ensure usual access to first aid and emergency equipment is maintained (in some cases this may require limited access to the clubhouse being arranged)
- Guidance on delivering first aid during the coronavirus pandemic is available on the [St John Ambulance website](#)
- Hand hygiene is imperative - use alcohol gel to clean your hands after touching a shared surface. See [Health Protection Scotland's hand hygiene](#) information for further details
- If you need to sneeze or cough, do so into a tissue or upper sleeve
- Avoid touching your face
- If a player you have coached develops symptoms of COVID-19, they should be directed to follow the Scottish Government's 'test and protect' guidelines, which can be read on the [nhsinform.scot](#) website

### **BOOKINGS & PAYMENT**

- Operate online booking for coaching sessions where at all possible, or alternatively phone bookings



- Implement a short buffer period (e.g. 10 minutes) between session booking slots or finish sessions slightly early to allow time for players to leave before the next players arrive
- Take any payments online, and avoid handling cash

### **COACHING YOUNG CHILDREN [UPDATED]**

- Children aged 11 and under are no longer required to physically distance from each other at any time. Those aged 12-17 do not need to physically distance from each other during activity.
- However, when undertaking coaching the coach should ensure, where possible, that everyone involved avoids touching surfaces, sharing equipment and touching their mouth and face.
- Red court guidance: Up to six mini red courts may now be set up per full sized adult court for players aged 11 and under.
- Guardian (non-participant) or carer attendance is permitted and is not counted as part of the group activity, but should be off court and limited to one per child where possible, with physical distancing strictly observed while watching the session

### **COMMUNICATION & VENUE LIAISON**

- Coaches should liaise with the venue to ensure an agreed approach to activity that is feasible to deliver safely, and explore how coaches can be supported to deliver sessions
- Communicate with your customers clearly and regularly, making them aware in advance of the measures you are putting in place for your sessions, and guidelines they should follow when attending