

## Sports Club



## COVID Officer Role Description

*Updated 7<sup>th</sup> November 2020*

The following Role Description is for the committee position of COVID Officer.

### Training

- Complete the Sportscotland COVID Officer online training, available [HERE>>](#)
- Send the completion certificate to [sport@GCUstudents.co.uk](mailto:sport@GCUstudents.co.uk)

### Role

- To be the main point of contact for your club on all things related to COVID-19.
- Oversee the clubs implementation of public health and safety measures.
- Familiarise yourself with and implement your sports facility guidance on physical distancing and hand hygiene.
- Liaise with coach and club captain to ensure good communication with participants.
- Ensure that only those who have booked a place online prior to the activity are allowed to participate.
- At each activity take a register of participants by using the [Online Registration Form](#).
- Inform facility of register of attendees if required.
- Encourage participants to leave facility immediately after the activity.
- Ensure that participants use hand sanitiser before and after activities.
- Ensure that participants follow physical distancing guidelines where appropriate.
- Clean equipment with disinfectant after use and store safely.
- Ensure cleaning supplies are refreshed.
- Should any participant test positive for COVID-19, please inform the Students' Association immediately at [sport@GCUstudents.co.uk](mailto:sport@GCUstudents.co.uk)
- Keep up to date with ongoing Scottish Government and SGB advice and guidance relating to COVID-19.