



# Hermes Running COVID-19 Policy

This policy is based on UK Government guidance on running events during this coronavirus pandemic situation and has been adapted for Hermes Running races. It has been updated as dated below.

Hermes Running (Hermes) is putting these steps in place to make our races as safe as possible, taking into account the current guidance.

If you enter one of our races, we will keep you informed by email with race instructions and on our website, so you know how to prepare and what to expect from us at the race venue.

Pre-race briefings at the start will remind you of the responsibility you share with Hermes to ensure you comply with this policy to ensure the safety of yourselves, fellow competitors, supporters, the public and all those involved in the race organisation.

As an overriding instruction, do not attend a Hermes race if you or someone in your household has symptoms of coronavirus, are self-isolating or are required to be in quarantine following a trip abroad.

## **Before you arrive:**

- You are advised to bring your own hand sanitiser and carry it with you, along with ensuring you have a suitable face covering or mask, but we will also have hand sanitisers available at the start/finish area, by the toilets and at aid stations.
- Race numbers with your running chip will now be posted out before the event. Note if you forget your number or don't have one, you may not be allowed to start on the day. With your number you will be given a designated start time to strictly observe.
- If your number has not arrived before you leave make sure you advise us so we can have a substitute available at the start area.
- There will be no race registration on the day. Instead there will be a small service table at the start/finish point to collect any substitute numbers and to answer any questions you may still have.
- Please ensure you are fully briefed on this policy and the race instructions to ensure this facility is only used if absolutely necessary.
- There may be none or limited baggage storage at the race venue, no showers or changing rooms and no race organised refreshments other than at aid stations during the races.

**Race Director: David Ross, Hermes Running**

Mob:07984 540177 email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

Version dated 9<sup>th</sup> August 2020

Author: Phillip Howells



# Hermes Running COVID-19 Policy

- Please pack accordingly, ideally being race ready when you arrive and with any necessary non-racing gear or post-race changing kit left in your car.

## On the day:

- Ideally bring none, or at least the minimum number of supporters needed with you on the day to help limit the number of people involved.
- Park your car in accordance with the race instructions. You should be prepared to walk a distance from the car park to the race venue so consider carefully if or what non-race clothing you need. Keep this to a minimum and be prepared to discard it safely and responsibly before the start if necessary.
- We hope to provide a limited spare clothing disposal bin and/or provide limited baggage space for such small amounts of additional clothing, but please do not assume this will be the case.
- Bag drop may well still be available (at your own risk), but as recommended, we encourage you to leave bags in cars or with supporters where possible
- We will check your temperature before allowing you onto the event site and/or approaching the race start/finish area, whichever is the most practical. Please be prepared to be turned away and cooperate fully in doing so if in the opinion of the medical specialist you are potentially at risk to yourselves or others.
- You are strongly advised to wear a face covering at all times when in the race venue when not actually racing and will be expected to do so when entering gathering pens and until you start your race (see below) so remember to pack one.
- In addition, your number will be marked to show you have passed the temperature test. You will not be allowed into the gathering pens or to start your race if your number is not marked.
- Toilets. To protect venue staff and to maintain social distancing, you should not use the venue facilities including toilets so please do not enter or attempt to enter any venue facilities during your time at the venue as part of your race preparations.
- Hermes will provide sufficient portable toilets close to the start/finish areas stocked with toilet paper and hand sanitisers, but be prepared to use your own sanitisers if necessary. It is strongly recommend that these are the only toilets you should use when at the race venue.
- There will be no changing or shower facilities so please observe the pre-race instructions above and post-race instructions below.
- No pre- or post-race refreshments other than at aid stations, including at the start/finish area, will be available or provided by Hermes. If the race venue has refreshment and other facilities which you are allowed to use, these are

**Race Director: David Ross, Hermes Running**

Mob:07984 540177 email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

Version dated 9<sup>th</sup> August 2020

Author: Phillip Howells



# Hermes Running COVID-19 Policy

not associated with Hermes and you should be prepared to comply separately with any coronavirus safety rules they require you to observe.

- We will have aid stations/check points with unopened water bottles and individually packaged snacks or whole bananas, but it will be limited and not our usual range. Aid stations will also be reduced to limit exposure to the minimum number of people possible commensurate with providing an adequate hydration and food supply.
- You should consider if you wish to carry additional food and bring your own recyclable or reusable cup for drinks at check points, You should carry sufficient water bottles (with at least 1litre capacity for half marathon distances or more) to suit expected conditions on the day and to get you between the aid stations as a minimum.
- Note that aid stations/check points may be more distanced than you would expect if you have run our races before.
- There will be no mass starts for any race. Please do not attempt to get to the start area earlier than 15 minutes before your notified start time.
- Expect to be marshalled into gathering pens of small groups of no more than 30 runners at a time, with one start line pen and up to 3 other gathering pens behind that group, being moved forward as each group is started.
- We will mark out each pen with a minimum of 1 metre socially distanced markers. As you move forward maintain the social distancing to an appropriate marker in the next pen.
- There will be a compulsory start line briefing, but only 5 minutes before the start of your race.
- Note that we may have to make route changes, depending on whether we notice anything that needs to change in accordance with our risk assessment.
- Qualified and mobile medical support will be available throughout the event at the start/finish area and at points around the course as deemed expedient on the day.

## More detail on COVID-19 risk reduction measures

### The responsibilities of the Race Director are to:

- Appoint a member of his organisation team to act as a 'COVID-19 Officer', responsible for pre-event risk assessment and during event conformance with the risk assessment and this policy.
- Conduct a venue assessment to determine its suitability to host the races under the risk assessment and this policy.

**Race Director: David Ross, Hermes Running**

Mob:07984 540177 email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

Version dated 9<sup>th</sup> August 2020

Author: Phillip Howells



# Hermes Running COVID-19 Policy

- Carry out a course assessment to determine its suitability to host the races under this policy.
- Ensure participants are informed of the risk assessments and policies in place for the races (including website information, by emails and through social media).
- Ensure contractors, staff and volunteers involved in the races are informed of the assessments and policies in place for the races.
- Ensure a suitably qualified, trained and fully equipped medical team to provide First Aid is at the race venue for the full duration of the day.
- Ensure sufficient PPE for organisation staff and volunteers, and adequate cleaning materials to meet the COVID-19 policy, are available for the day.
- Advise contractors such as medical teams, and those delivering timing and other race services, that they will be expected to have provided their own PPE and implemented other coronavirus precautions as they deem appropriate, but also to ensure they are in compliance with this policy.
- Ensure the race medical team have informed the local ambulance service of the races, that they have their contact details and have coordinated mitigation actions for potential risks identified in the risk assessment.

The overall objective of the Race Director under this policy is to ensure that, based on UK Government advice at the time of the races, the risk of spreading and catching coronavirus has been minimised to an acceptably safe level.

It is the Hermes intention that its risk assessment and this policy fully support providing a safe hygienic environment, with appropriate social distancing, minimising physical contact between people, materials and structures.

## **Pre-event information about COVID-19 precautions:**

- Information will be made available to runners via the website and through direct communication, of the measures Hermes are taking at their events to minimise the risk of spreading and catching coronavirus.
- Runners will be reminded that neither they or their supporters should attend a Hermes event if they or someone in their household have symptoms of coronavirus, is self-isolating or required to be in quarantine after a trip abroad.
- Runners, supporters and all race staff including contractors will be told to bring and carry their own bottle of hand sanitiser and carry a face covering or mask at all times.
- Pre-event advice will include a warning that failing to comply with COVID-19 risk reduction measures may result in a person being requested and required to leave the race venue.

**Race Director: David Ross, Hermes Running**

Mob:07984 540177 email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

Version dated 9<sup>th</sup> August 2020

Author: Phillip Howells



# Hermes Running COVID-19 Policy

## The venue

- The race risk assessment will initially determine if the proposed venue is suitable to fully implement COVID-19 safety measures under this policy.
- Assuming this is confirmed, the risk assessment will identify what additional measures are required to meet the minimum safety standard, such as any route adjustments needed to make it one-way where possible, safe access arrangements, location of aid stations and medical staff.
- It will also determine whether or not venue buildings can be safely used and if so, how to ensure social distancing and other necessary safety measures.
- Should buildings be deemed suitable and appropriate to be used:
  - Runners, supporters and race staff may be required to wear a face covering whilst indoors
  - The venue management will be asked to formally confirm what cleaning measures have been implemented prior to use of the building(s).
- Signs will be displayed to remind everyone of the need to socially distance, to wear a face covering where required and to regularly use the hand sanitising materials available and especially before and after touching any hard surface
- 'Hand sanitiser stations' will be located at the start/finish area, at aid stations and the toilets for runners, supporters and race staff use.
- The designated 'COVID-19 Officer' will assist and help supervise marking out any social distancing markers such as in the gathering pens, by the toilets and lines in front of aid stations or start/finish information desks to enforce social distancing while queuing.
- The 'COVID-19 Officer' will confirm the measures on the day are in accordance with the risk assessment and this policy, and monitor that they are being adhered to by everyone.
- Any decision by the 'COVID-19 Officer' on what is deemed safe or not will be final (always bearing in mind any advice from the medical team) as necessary to achieve a safe environment.

## Arriving at the event:

- Runners and supporters are requested not to arrive at the venue more than an hour before their race to help ensure the pre-race safety precautions can be carried out safely and with no unnecessary queues.
- A common symptom of coronavirus is having a temperature above 37.8°C. On arrival at the venue all runners, accompanying supporters and all race staff including contractors will be required to go through a screening point for a temperature check.

**Race Director: David Ross, Hermes Running**

Mob: 07984 540177 email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

Version dated 9<sup>th</sup> August 2020

Author: Phillip Howells



# Hermes Running COVID-19 Policy

- Anyone with a temperature of 37.5°C or above will be taken aside for further investigation before being allowed to enter.
- Anyone with a temperature of 38°C or above will be refused entry and anyone who has travelled to the event with that person will be reviewed and probably also asked to leave.
- Hand sanitiser stations will be situated across the venue for everyone to regularly clean their hands.

## Precautions and PPE use for race staff:

- Gloves, face coverings and hand sanitiser will be available on site for all race staff.
- On arrival race staff will be:
  - Subjected to a temperature check by the medical team
  - Issued with hand sanitiser
  - Issued with (latex free) gloves that should be worn when handling food, and on other occasions as necessary (staff should note that wearing gloves all the time can lead to poor hand hygiene, meaning any 'infection' can be passed from item to item)
  - (If not having a suitable one of their own), issued with a face covering to wear that should be worn when circumstances dictate that they will be in close proximity to any other person
- Race staff may share vehicles to reach aid stations/check points and face coverings should be worn when doing so.

## Information desk:

With no registration on the day an information desk with social distancing marks to avoid close proximity in any queues will be located near the start/finish area and be staffed for queries and to hand out substitute numbers that may be necessary.

## Toilets and changing:

- No changing areas will be provided
- Toilets will be monitored for compliance with social distancing
- Users may be required to wear face coverings
- Users must sanitise their hands before entering toilets and on leaving
- Toilets must be flushed with the lid down - signs encouraging this will be placed in cubicles
- Toilets will be cleaned with anti-bacterial cleaning materials after the race starts and before runners return.

**Race Director: David Ross, Hermes Running**

Mob:07984 540177 email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

Version dated 9<sup>th</sup> August 2020

Author: Phillip Howells



# Hermes Running COVID-19 Policy

## Pre- during and post-race refreshments:

- Unopened water bottles will be available for participants to fill their water bottles – after sanitising their hands
- Aid stations will be provided with single wrap snacks such as Chia bars and whole bananas, but no loose food items will be available
- No other pre- or post-race race drinks or food will be available for runners or supporters
- Race staff will be provided with a pre-packed lunch, but are also advised and encouraged to bring their own food and drink as back up.

## Bag drop:

- Runners are encouraged and advised to leave bags in their vehicles. A limited area may be allocated for bag drop (at the participants own risk).

## Briefing:

There will be a short and compulsory safety briefing on the day at the start/finish area. This briefing will cover at least the starting group and the next group gathering pen to limit the numbers of repeats and the time gap between groups starting, which nevertheless be at least one minute.

All runners will be expected to have familiarised themselves with the race instructions and this policy before the day. They will be on the Hermes website, will be sent on email and will be will be accessible via social media.

## Start times

There will no usual mass starts. Runners will be pre-allocated a 'group start time' and advised of this before race day with receipt of their numbers.

There will a starting group and up to 3 other marked out waiting groups behind each other. Runners will be instructed to assemble in a pen grouping location near the start/finish line with appropriate social distance marks and not to arrive until no more than 15 minutes before their allocated start time.

As groups in front start the race the other groups will then be called forward and set off as social distanced groups and at no less than one-minute intervals.

Although all numbers include a timing chip to record individual finishing times and a finishing time slip can be provided at the finish, because of the group starts it will not

**Race Director: David Ross, Hermes Running**

Mob:07984 540177 email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

Version dated 9<sup>th</sup> August 2020

Author: Phillip Howells



# Hermes Running COVID-19 Policy

be possible to determine the finishing order until the last finisher in each race has completed the course.

Full results are therefore not likely to be available on the day. Runners and supporters are requested to leave the finish area as soon as they have their medal, finishing slip and any water or food needed from the aid station and then proceed back to their cars, being requested to leave the venue as soon as possible afterwards.

## The course

The course will be reviewed pre-event and assessed whether there are pinch points that compromise social distancing, particularly where walkers and other course users may be encountered. Options include deploying a marshal to ensure distancing or amending the route.

## Aid stations/check points

Race staff will be located at aid stations/checkpoints along the course and at the start/finish to monitor and assist the runners, without offering 'hands on' support. Runners and staff should observe the following precautions

- Runner and race staff must maintain social distancing at the aid station/check point at all times
- A socially distanced queue system may have to be adopted if busy
- Runners must use hand sanitiser before touching anything at an aid station/check point
- Runners must refill their own bottles from the unopened water bottles provided, ensuring they safely deposit empty bottles into the provided rubbish bags, not dropping them on the ground or taking them with them to discard later
- No cups will be provided – runners must bring their own
- There will be individually packaged snacks and possibly whole bananas, but food will be limited and not of the usual Hermes provided mix or quantity. Runners will be advised to carry their own additional food.

## Medical aid:

Requests for medical assistance should follow the race instructions and safety briefing guidance. In the event of serious injury or illness perceived to require hospital treatment, the emergency services on 101 or 999 should be called for assistance and not the organisers in the first instance.

**Race Director: David Ross, Hermes Running**

Mob: 07984 540177 email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

Version dated 9<sup>th</sup> August 2020

Author: Phillip Howells



# Hermes Running COVID-19 Policy

Where a person is at risk of harm and requires medical assistance, social distancing may have to be compromised to deliver it, but with other safety measures such as face covering and gloves being used to mitigate potential health risks.

## Recovery from the course:

- Any person withdrawing from the course for any reason other than illness or injury preventing them running or walking should make their way to the next or nearest aid station to be recovered. Given the sometimes-remote nature of the trail-based courses used by Hermes, direct access to other parts of the course for vehicles is often not possible.
- If a participant is withdrawing due to injury for which the emergency services have not been called, the advice of the medical staff should be sought as to the most appropriate form of transport.
- No runner should withdraw from the course and leave the race venue without ensuring the race organisation is aware of their withdrawal.

## At the finish:

- There should be no shaking of hands, hugs or other physical contact with any finishers other than from their supporters assumed to be in their social bubble.
- Medals will not be handed out or put around finisher's necks. Medals for each race together with their individual time finishing slip will be put on a table for finishers to help themselves (ensuring they collect the appropriate medal for their completed distance).
- Finishers and supporters are expected to leave the finish site as soon as practically possible, recommended to then wear face coverings and maintaining social distancing until returning to the own cars.

## Trophies and prizes:

To reduce numbers gathered on site by the start/finish area, there will be no prizegiving ceremonies. Any trophies and prizes will be posted out to recipients after the event.

## After the event:

Any runner, supporter or race staff member who falls ill with coronavirus shortly after the event should notify Hermes Running as soon as possible. Details of persons present at the event may be passed to the NHS 'Test and Trace Service'.

## Any questions:

If you have any questions please email or telephone Dave Ross, the Race Director, on mobile 07984 540177 or email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

**Race Director: David Ross, Hermes Running**

Mob:07984 540177 email: [runningman67@hotmail.co.uk](mailto:runningman67@hotmail.co.uk)

Version dated 9<sup>th</sup> August 2020

Author: Phillip Howells