

Medau Teachers – Going back to Face2Face Classes? Have you thought about...?

- ✓ **DO** complete your own Risk Assessment for your classes – Want some help? Then look at the Risk Assessment Template Medau has put together for you to adapt and use for class. A copy of the template will be in “Your Resources” on-line. (Or your venue may provide a template that they require you to use)
- ✓ **DO** read and print off our recommended “Guidance for a Safe Return to your Medau Class” document and hand it or your preferred version to class participants to sign, so you are covered for class.
- ✓ **DO** update your class PARQs and carry on with your regular R01, 02, 03 forms, as well as the new COVID RA.
- ✓ **DO** look up all the documentation available to you on-line through EMD UK including “The Return to Play Guidance for Group Exercise Instructors”, published 20th July 2020. You can find everything you need in the EMD UK Group Ex Support Pack, which can be downloaded from your Medau Website Teachers Login, under “My Stuff”, “My Resources” and then click on the COVID-19 tab.
- ✓ **DO** join the EMD UK and Medau Facebook pages, and regularly check Medau, GOV.UK and EMD UK websites to keep up-to-date with information.
- ✓ **DO** talk to each other and the Medau Training Team and Barbara.... If we all communicate, ask questions, find answers, the better prepared we will be.
- ✓ **DO** get yourself updated with COVID-19 compliance and Health and Safety, Infection Prevention and Protection Information. On-Line Courses available through Virtual College and or CIMSPA.
- ✓ **DO** update your First Aid/CPR Dos & Don’ts re COVID-19. The St John Ambulance Website is a useful resource tool for up-to-date information. Always take adequate PPE to class to protect yourself when administering any first aid. Be aware of your venue’s COVID-19 safe First Aid/CPR policies and procedures.
- ✓ **DO** book yourself onto the ZOOM QT DAY/S in September. Essential CPD for returning to class during this uncertain time.
- ✓ **DO** think about your working week and how many different venues you will be going back to with your Face2Face Classes. The more classes you teach, the more venues you go to will put you at a higher risk, and you should declare this to all your venues.
- ✓ **DO** ask each of your venues to supply their Risk Assessment for you to keep on record.
- ✓ **DO** ask your venue questions:
 - How often are they deep cleaning your venue?
 - Are the kitchens open?
 - Do they require you to wear a mask in the venue? Mandatory in Community venues since August 8th 2020 except if you are exempt from wearing a mask and during exercise.
 - Do they require you to take non-contact temperatures of class participants when they arrive?
 - Are they spacing their bookings out to allow for adequate change over time? (30 mins recommended)
 - Are they keeping their hire rates the same?
 - Will you be able to have your regular booking day and time?
 - Is the venue used by any other bookings whilst you are there?
- ✓ **DO** talk to your Class Participants. Gather info and gauge mood:
 - Are they happy to return?

- What are their concerns?
 - Advise class participants of the new guidance that will occur now in class.
 - Make sure they know what the new normal will be in class e.g. 3m square working space per member (including seated classes), no partner work, no travelling through the room, maybe no apparatus if you decide not to use it.
 - Ask them how they get to class, recommend walking, driving themselves, cycling... Advise them that they are not allowed to car share with anyone outside of their household/social bubble and remind them to wear masks on public transport.
- ✓ **CONSIDER** whether you want to take non-contact temperatures of class members when they arrive?
 - ✓ **CONSIDER** whether you want to purchase a head mic, as music has to be turned down low to make sure no one raises their voice in class therefore reducing risk of droplet spread.
 - ✓ **CONSIDER** whether you want to wear a visor when teaching? You will be facing the class and therefore possibly at a greater risk.
 - ✓ **CONSIDER** that due to the 3m by 3m area per person that has been advised you might NOT be able to have everyone back in class. How will you manage this? Will it be viable to start the class at the moment? Remembering to factor in your regular class expenditure (Affiliation Fees, Insurance, PPL, Petrol costs etc)
 - ✓ **CONSIDER** how you will teach and manage your class. What adjustments you will have to make:
 - Apparatus – Cleaning/Handling in Class – risks involved e.g. Balls bouncing on floor and then being handled, balls escaping around the room 😊
 - Could you use “homemade” apparatus, brought to class by members?
 - If you have enough equipment and have fewer classes, could you clean and give each member a ball/hoop/club that they bring each week?
 - Use of Space – Being creative in a 3m by 3m square 😊
 - Use of voice – Maybe consider using more hand gestures for direction and movement
 - Floor Work – Contact with floor and hands (check floor sanitising practice in your venue)
 - How will you mark out the 3m by 3m square spaces, if your hall does not tape the areas for you?
 - How class members pay for class – To ensure you know how many people are in your class you won’t be able to accommodate “walk-ins”. Classes will have to be booked in advance, and preferably paid for by cheque or electronic banking, handling cash is not advised.
 - How you will organise entering and exiting class. Queues. Chairs (if allowed in your venue) spaced at side for belongings. Allow time to ensure all high touch areas are cleaned before your class members come in and once, they leave.
 - How you will manage drink and toilet breaks. Ensuring hand sanitising before resuming class.
 - Do you normally teach from a stage? Does your venue allow you to use the stage now?
 - Is your flooring at class carpeted? Guidance advises not to exercise on carpets at present.
 - Do you use a piano in class? Is it available to use? How often will it be cleaned? Who will be responsible for cleaning it?
 - Make sure your class participants come with minimal belongings and are dressed for class. Ensure participants bring their own filled water bottles, face covering, hand sanitizer and tissues.

- ✗ **AVOID** Did your class used to include “Tea Time and Natter”? Will this be advisable/allowed by your venue now? And or possible, if kitchens are closed and or you now have time restrictions at your venue on entering and leaving premises.
- ✗ **AVOID** wondering “Can I just squeeze in a few more people, it’ll be ok.” The guidance is there as a recommendation, but your insurance will only cover you if you are being sensible and avoiding unnecessary risk.
- ✗ **AVOID** raising your voice in class, requesting class members follow this rule too, keep music volume low.
- ✗ **AVOID** thinking ZOOM isn’t for me!!
- ✓ **CONSIDER** On-Line Classes - If going back to Face2Face Classes isn’t for you and or your participants at the moment, then maybe teaching on-line might be an option. It doesn’t have to be ZOOM. You can skype, use Facebook, Microsoft Teams.... There is a lot of help out there to get yourself sorted, off and running. Consider it, don’t just think NO not for me 😊
- ✓ **DO** add your On-Line Classes onto Class Finder, spread the word of Medau!!
- ✓ **DO** Update your Face2Face Class information on Class Finder, you will need to reactivate your class details. Contact info@classfinder.org.uk if you need help
- ✓ **DO** smile 😊
- ✓ **DO** keep in touch 😊
- ✓ **DO** keep that Medau flag flying be it in your usual hall or via your kitchen!!

Here’s who can help you:

EMD UK

Do get in touch, we are here to listen and if we can’t help or answer your question, we’ll know someone who can.